

HAUGHLEY PARISH COUNCIL

Chairman: Councillor Alf Hannan
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HAUGHLEY PARISH COUNCIL to be held in Ron Crascall Pavilion on Tuesday 22nd June at 7.00pm.

The meeting will consider the items set out below. Any person who may find difficulty in access to the meeting through disability is asked to advise the Clerk (01449 677005 or email clerk@haughleypc.co.uk) at least 24 hours before the meeting so that every effort may be made to provide access.

All Parish Council Meetings are open to the Public and Press Photographing, recording and broadcasting or transmitting the proceedings of a meeting by any means is permitted. It is our policy that anyone who wishes to do so must speak with the Clerk prior to the meeting.

AGENDA

1. **To receive and consider apologies for absence**
2. **To receive Councillors' Declarations of Interest in any item on the agenda**
3. **To consider written requests for any dispensations**
4. **To note the minutes of the following meetings:**
 1. Parish Council Meeting 4th May 2021
5. **To note/review updated action log:** To review the action log arising from previous meetings and agree further action
6. **Public Forum:** The public will be invited to address the Parish Council. Each member of the public will be allowed a maximum of 3 minutes to address the council with their questions.
7. **To receive written reports for information only from County Councillor Andrew Stringer:** To respond to any questions on reports previously submitted to the Parish Council
8. **To receive written reports for information only from District Councillors Keith Welham and Rachel Eburne:** To respond to any questions on reports previously submitted to the Parish Council
9. **Planning Applications:** To consider and agree Council comments on applications made to the Local Planning Authority (MSDC) (please note: in planning matters the Council acts as the consultee of the Principal Authority. The Principal Authority being the deciding body):
 1. DC/21/03168 - Proposal: Householder Planning Application - Erection of rear conservatory
Location: 7 St Marys Avenue, Haughley, Suffolk, IP14 3NZ
 2. DC/21/03028 - APPLICATION FOR PLANNING PERMISSION WITHOUT COMPLIANCE OF
CONDITION(S) - Proposal: Application under Section 73 of the Town and Country Planning Act for

the variation of Condition 3 (Parking and manoeuvring), and removal of Condition 5 (Restriction on use as holiday accommodation) of application 1459/03 dated 29/12/2003 -Conversion of redundant stables to self-catering accommodation - to allow variation of parking and manoeuvring for residential use and to remove restriction so that cottage can be used for residential purposes under same class use. Location: Red House Farm, Station Road, Haughley, Suffolk IP14 3QP

3. DC/21/03372 - APPLICATION FOR WORKS TO TREE(S) IN A CONSERVATION AREA - Proposal: Application for works to trees in a Conservation Area - Oak (T1) - Remove the ivy and re inspect, aerial inspection required to see if there has been a tear out and any decay, report findings to consultant, sub lateral reduction by 2.5m to balance canopy. Himalayan Birch (T2) - Remove the deadwood and ivy re-inspect. Apple (T3) - Removal of tree. Wild Cherry (T4) - remove deadwood, clear ivy from base and re-inspect. Location: 50 Old Street, Haughley, Suffolk, IP14 3NX

10. Planning Decisions: To note determinations by the Local Planning Authority (MSDC).

1. DC/21/01495 Date Registered: 16-Mar-21 Proposal & Location of Development: Planning Application. Partial re-roof of a detached building (Balfour House) Walnut Tree Manor, Haughley Green, Haughley, Stowmarket Suffolk IP14 3RQ. Planning permission has been GRANTED.
2. Discharge of Conditions Application for DC/19/05627- Condition 4 (Provision of Swift Boxes) Location: Land To The West Of, Fishponds Way, Haughley, Suffolk. ACTION REQUIRED PRIOR TO OCCUPATION - ECOLOGY: PROVISION OF SWIFT BOXES Prior to first occupation of the development hereby approved details of the number, location and design of Swift Boxes to be provided on the site shall be submitted to, and approved in writing by, the Local Planning Authority, as part of the overall Ecological Management Plan and Biodiversity Enhancement Strategy for the site. The approved details shall then be fully implemented in accordance with the approved details, and thereafter retained.

11. To discuss the Crossing Outside Crawfords Primary School and agree that the Chairman and Clerk meet with Suffolk County Highways

12. To note the minutes from the Gallowsfield Wood Committee meeting of 19th May 2021 and consider recommendations:

1. Councillors to agree the Tree Management Proposals

13. To note the minutes from the Biodiversity and Wildlife Conservation Committee meeting of 29th April 2021 and consider recommendations:

1. Councillors to agree the grass Management proposal for Haughley
2. Councillors to agree the planning at St Mary's Avenue proposal

14. To receive a PIIP Report from the Working Group and consider recommendations:

1. Councillors to review the report and agree the initial projects for inclusion on the Haughley PIIP V1.0

- 15. To receive a verbal update on the Junior Football Pitch**
- 16. To agree that the Parish Council obtains quotes for the removal of the kerbing that curves into the trackway from The Folly**
- 17. To agree that a letter of Support is provided to the Playing Field Committee for funding towards ball-stop nets**
- 18. To consider the Grass Cutting Machine proposal**
- 19. To note the traffic concerns received from residents and agree any action**
- 20. To receive a report from the Haughley in Bloom Working Group and consider recommendations:**
 1. To agree an additional budget of £962 to enable the completion of the proposal made for new planters
- 21. To receive a verbal report on the Scarecrow Event**
- 22. To receive a report from the Queens Platinum Jubilee Working Group and consider recommendations:**
 1. To agree a budget of £3,000 for the event
- 23. To agree the setup of a Working Group for the Christmas Tree Light Event 2021**
- 24. To receive a report from the Playing Field Committee**
- 25. To agree to adopt the following amendments to policies:**
 1. Subject Access Request Procedure V1.1
 2. Subject Access Request Policy
 3. Co-option Procedure V1.1
 4. Reporting at Meetings V1.1
- 26. To agree to adopt the following policies:**
 1. Anti-Harassment Policy V1.0
 2. Environment Policy V1.0
 3. Whistle Blowing Policy V1.0
- 27. AGAR 2020/21 – Annual Governance & Accountability Return**
 1. Councillors to review the report prepared by the Internal Auditor and note the Internal Audit section of the AGAR.
 2. Councillors to approve the responses to Schedule 1
 3. Councillors to approve the Accounting Statement 2020/21
- 28. Finance:**
 1. To receive May Finance Reports:
 - (i) Bank reconciliation
 - (ii) Budget to actual
 - (iii) Reserves
 2. To note receipts allocated since the last meeting
 3. To authorise June payments (BACS, SOs and cheques)
 4. To adopt the amendments to the Internal Control Document

5. To consider the church clock scaffolding quotes
 6. To consider the AV Unit quote for the Pavilion
 7. To agree the renewal cost of the Domain and Email Hosting
- 29. To receive the Clerk's report:** Councillors to note report and respond to any questions from Councillors
- 30. To note a summary of correspondence and consider action to be taken where applicable**
- 31. To review the need for an August meeting and agree a procedure for future meeting paperwork**
- 1. Date of next meetings:**
1. Biodiversity & Wildlife Conservation Committee is scheduled for Tuesday 6th July 2021 at 7.00pm
Ron Crascall Pavilion
 2. Gallowsfield Wood Committee is scheduled for Wednesday 7th July 2021 at 7.00pm at
Gallowsfield Wood
 3. Full Parish Council is scheduled for Tuesday 20th July 2021 at 7.00pm at Ron Crascall Pavilion

Claire Pizzev

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