

## HAUGHLEY PARISH COUNCIL

Chairman: Councillor Alf Hannan  
Clerk: Claire Pizzey  
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Parish Council Meeting of HAUGHLEY PARISH COUNCIL  
to be held in **Ron Crascall Pavilion** on Tuesday 27<sup>th</sup> September 2022 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 (07871 692117) 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. Apologies for absence**

1. Councillors to note any apologies for absence
2. Councillors to vote on acceptance of apologies for absence

**2. Casual Vacancy**

To fill a casual vacancy for a Parish Councillor by co-option and allocate responsibility for Communication to the new Councillor

**3. Declarations of Interest**

To receive any Councillor's Declarations of Local Non-Pecuniary interest

**4. Dispensations**

To receive any requests for dispensations

**5. Minutes**

Councillors to review and approve the minutes of:

1. Parish Council Meeting 19<sup>th</sup> July 2022

**6. Action Log**

To review the action log arising from previous meetings and agree further action

**7. 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 Parish Council with their questions

**8. 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

**9. 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

**10. Planning**

1. Councillors to note planning applications received and that no representations were made by Haughley Parish Council due to Parish Council not meeting in August:

<b>Planning Application Number</b>	<b>Proposal</b>	<b>Location</b>
DC/22/03613	Application for Outline Planning Permission (Access points to be considered, Appearance, Landscaping, Layout and Scale to be reserved) Town and Country Planning Act 1990 - Severance of garden and erection of up to 3No dwellings and new vehicular access.	Brookfield, Bury Road, Stowmarket, Suffolk IP14 3QB
DC/22/03615	Householder Application - Erection of a two-storey detached cart lodge (revision to DC/22/00762)	Fieldwood House, Haughley Green, Haughley, Stowmarket Suffolk IP14 3RQ
DC/22/03829	Planning Application - Erection of 4no. Ball Stop Nets (Revised scheme to that approved under DC/21/04671 to provide fixed netting on the posts on the East side of the playing field)	King George's Playing Field, Green Road, Haughley, IP14 3RA
DC/22/03929	Notification of Works to Trees in a Conservation Area - Prune Canopy of 1No. Ash by 50% and cut back branches overhanging Chapel building	46 Old Street, Haughley, Stowmarket, Suffolk IP14 3NX
DC/22/03985	Planning Application. Erection of B8 Storage and Distribution Warehouse together with associated works.	E J Farrow Haulage Ltd, Bridge Farm, Stowmarket Road, Old Newton IP14 4PA
DC/22/04072	Application for Advertisement Consent - Erection of 1No external illuminated fascia sign.	50 Old Street, Haughley, Stowmarket, Suffolk IP14 3NX
DC/22/04002	Hybrid Application. Full planning Application for B8 and E(g) storage and office uses for Land Parcels 4 and 5. Outline Planning Application for B2, B8 and E(g) uses for Land Parcel 6.	Land At Lawn Park Business Centre, Warren Lane, Woolpit, IP30 9RS
DC/22/04158	Listed Building Consent - Masonry repair above main entrance.	Walnut Tree Manor, Haughley Green, Haughley, Stowmarket Suffolk IP14 3RQ

DC/22/04216	Planning Application - Erection of Hot Food Takeaway with Office above (revised application following permission DC/22/00144)	Land At Stag Cafe, Old A45, Woolpit, Suffolk
DC/22/03567	Planning Application - Installation of Glen Farrow biomass boiler and log dryer.	Old Bells Farm, Wassicks Lane, Haughley, Part In The Parish Of Old Newton IP14 3NP

2. Councillors to note the decisions issued by Mid Suffolk District Council:

**DC/22/02722** - Proposal & Location of Development: Full Planning Application - Change of use of an existing annexe to a residential dwelling along with the subdivision of the plot (revised scheme to DC/21/04307) Annexe Accommodation At, Hill House, Haughley Green, Haughley Suffolk:

Planning permission was REFUSED

**DC/22/02822** - Proposal & Location of Development: Full Planning Application - Erection of 1No dwelling and associated cartlodge including creation of a new vehicular access on the land adjacent Fieldwood House, Fieldwood House, Haughley Green, Haughley, Stowmarket Suffolk IP14 3RQ:

Planning permission was APPROVED

**DC/22/02958** - Proposal & Location of Development: Householder Application - Erection of single storey rear extension (following demolition of existing conservatory); Conversion of attached garage to additional living accommodation and associated works. 1 Castle Rise, Haughley, Stowmarket, Suffolk IP14 3PR: Planning permission was APPROVED

**DC/22/03328** - Proposal & Location of Development: Application for Listed Building Consent - Replace 4No existing front elevation casement windows, including bay window, and 2No metal French doors, in hard wood. The Grange, Duke Street, Haughley, Stowmarket Suffolk IP14 3QT: Listed Building Consent was APPROVED

**DC/22/03929** - Proposal & Location of Development: Notification of Works to Trees in a Conservation Area - Prune Canopy of 1No. Ash by up to 50% of crown volume including cutting back branches overhanging Chapel building. 46 Old Street, Haughley, Stowmarket, Suffolk IP14 3NX: Mid Suffolk District Council as Local Planning Authority, hereby give notice that it DOES NOT WISH TO OBJECT

**DC/22/03615** - Proposal & Location of Development: Householder Application - Erection of a two-storey detached cart lodge (revision to DC/22/00762) Fieldwood House, Haughley Green, Haughley, Stowmarket Suffolk IP14 3RQ: Planning permission was APPROVED

**DC/22/03829** - Proposal & Location of Development: Planning Application - Erection of 4no. Ball Stop Nets (Revised scheme to that approved under DC/21/04671 to provide fixed netting on the posts on the East side of the playing field) King George's Playing Field, Green Road, Haughley, IP14 3RA: Planning permission was APPROVED

## **11. Biodiversity and Wildlife Working Group**

Councillors to accept the notes from the meeting of 5<sup>th</sup> September 2022

1. That a Parish CIL application is made for a budget of up to £3,000 towards the legal costs of acquiring the land for the wildflower meadow at the Bellway Homes development
2. That the Wildflower Meadow is named Fishponds Green Wildflower Meadow
3. That no cuts are made to the 2023 Grass Cutting schedule on The Green between No. 16 and No. 22 Old Street during the months of May and June to allow the clover to grow and pollenate for the invertebrates

## **12. Gallowsfield Wood Working Group**

Councillors to accept the notes from the meeting of 6<sup>th</sup> September 2022

## **13. PIIP Working Group**

Councillors to accept the report from the PIIP Working Group

1. Councillors to agree the Parish CIL application of £109,639.72 for the King George V Playing Field Play equipment refurbishment
2. Councillors to agree the Parish CIL Application of £6,187.52 for the Village Maintenance Project

## **14. Neighbourhood Plan Review Working Group**

Councillors to accept the notes from the meeting of 1<sup>st</sup> August 2022 and note Public Consultation date of Saturday 12<sup>th</sup> November 2022

## **15. Play Park Working Group**

Councillors to note the concept design and public consultation for the play area at The Cricket

## **16. Village Hall**

Councillors to note the report from the meeting of the 11<sup>th</sup> July 2022

## **17. Post Project**

Councillors to note the report on the post project

1. Councillors to consider the feedback from residents regarding the Post Project
2. Councillors to agree a quote for the Post Project for all the Village Green
3. Councillors to agree the £150 spend to obtain a licence from Suffolk Highways for a Street Furniture Licence

## **18. HGV Count**

1. Councillors to agree the week of 3<sup>rd</sup> October 2022 for the next automated Traffic Count
2. Councillors to agree to add Duke Street and Stowmarket Road to the original five locations at an additional cost of £633.06 +vat

## **19. Councillor Recruitment Project**

Councillors to receive an update on the recruitment project

## **20. SALC**

Councillors to note the minutes from the SALC AGM of 20<sup>th</sup> July 2022

## **21. Maintenance Officer**

1. Councillors to agree the Job description for the Maintenance Officer
2. Councillors to agree the advert for the position of Maintenance Officer

## **22. Governance and Policy**

1. Councillors to agree the Risk Assessment for King George V Playing Field
2. Councillors to agree the Risk Assessment for the Village Hall
3. Councillors to consider the adoption of The Green Policy

## **23. Communication**

Councillors to agree the announcement for the Parish Noticeboards regarding anti-social and criminal behaviour

## **24. Finance**

1. Councillors to receive the July and August Finance Reports:
  - a) Bank reconciliation
  - b) Budget to actual
  - c) Reserves
2. Councillors to note receipts received since the last meeting
3. Councillors to authorise August and September payments (BACS, SOs and cheques)
4. Councillors to note VAT return of £1,986.18 for the period 01.02.22-30.06.22
5. Councillors to agree a £2,500 reserve for Playing Field Skate Park Maintenance and agree an annual budget figure to top up the reserve to £2,500
6. Councillors to accept the Insurance renewal of £3,250.82 from BHIB Councils Insurance
7. Councillors to accept the quote of £2,700 for the paddock fencing and gates at the allotments
8. Councillors to agree the quote of £1,400 +vat for the pond clearance at The Cricket
9. To receive and note the completion of the limited assurance review for the year ended 31 March 2022 for Haughley Parish Council
10. To note confirmation that in accordance with legislation the Clerk has advertised the conclusion of audit for the year ending 31 March 2022

## **25. Clerk's report**

Councillors to note report and respond to any questions from Councillors

## **26. Councillor's reports**

Councillors to report any issues arising

## **27. Correspondence**

Councillors to note correspondence circulated and consider any action

## **28. Date of next meetings**

1. Neighbourhood Plan Revision Working Group scheduled Monday 10 October 2022 7.15pm  
Maxwell Charnley Room
2. Haughley Parish Council Meeting scheduled for Tuesday 18<sup>th</sup> October 2022 at Ron Crascall Pavilion

3. Biodiversity & Wildlife Conservation Working Group Scheduled for Monday 14<sup>th</sup> November 2022  
at Maxwell Charnley Room

*Claire Pizzev*

Claire Pizzev | Clerk & RFO to Haughley Parish Council  
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