

## HAUGHLEY PARISH COUNCIL

Chairman: Councillor Gerald Brown  
Clerk: Claire Pizzey  
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The Parish Councillors of HAUGHLEY PARISH COUNCIL are summoned to attend the Annual Council Meeting of HAUGHLEY PARISH COUNCIL to be held in **Ron Crascall Pavilion** on Tuesday 21<sup>st</sup> May 2024 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. Chairman**

To elect a Chairman of the Council and to receive the Chairman's declaration of acceptance of office

**2. Vice Chairman**

To elect a Vice Chairman of the Council

**3. Apologies for absence**

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

**4. Declarations of Interest**

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

**5. Dispensations**

To receive any requests for dispensations

**6. Minutes**

Councillors to review and approve the minutes of:

1. Parish Council Meeting 16<sup>th</sup> April 2024

**7. Action Log**

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

**8. Casual Vacancy**

To fill the casual vacancy for a Parish Councillor by co-option

**9. 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

**10. 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

**11. To receive written reports for information only from District Councillors Rachel Eburne and Janet Pearson**

To respond to any questions on reports previously submitted to the Parish Council

**12. Planning**

1. Councillors to review and approve a response to the following planning applications:

**DC/24/01935** Proposal: Householder Application - Erection of single storey side and rear extension and front canopied porch (following demolition of existing side extension and porch). Location: 23 Station Road, Haughley, Stowmarket, Suffolk IP14 3PN

**DC/24/01596** Proposal: Householder Application - Installation of 18No. solar panels to garage and outbuildings flat roof using plastic tub and balast method. Battery storage within garage with cabling to main property/house using existing cabling routes. Location: Shepherds Farm, Shepherds Lane, Haughley, Stowmarket Suffolk IP14 3QE

**DC/24/01597** Proposal: Application for Listed Building Consent - Installation of 18No. solar panels to garage and outbuildings flat roof using plastic tub and balast method. Battery storage within garage with cabling to main property/house using existing cabling routes. Location: Shepherds Farm, Shepherds Lane, Haughley, Stowmarket Suffolk IP14 3QE

**DC/24/02262** Proposal: Notification of Works to Trees in a Conservation Area - Proposal to fell dead Silver Birch Tree (T1) and reduce the height of Laurel Hedge by 1 metre Location: The Firs, 6 Fishponds Way, Haughley, Stowmarket Suffolk IP14 3PJ

**DC/24/02263** Proposal: Notification of Works to Trees in a Conservation Area - Proposed 30% crown reduction on 2x Silver Birch Trees (T1 and T2) and 30% crown reduction on two Fruit Trees (T3 and T4) Location: 4 Fishponds Way, Haughley, Stowmarket, Suffolk IP14 3PJ

**DC/24/02244** Proposal: Householder Application - Erection of shed (following demolition of existing). Location: The Grain Store, Haughley New Street, Haughley, Stowmarket Suffolk IP14 3JN

**DC/23/05721** Proposal: Full Planning Application - Erection of 29no. dwellings and associated infrastructure. Location: Land On The North Side Of, Station Road, Haughley, Suffolk. Reason(s) for re-consultation: Additional information added 03.05.2024

2. Councillors to note application received but no response to be provided as the Council's observations on the proposal were needed within 7 days of the date of the letter (10.05.24):

**DC/24/02190** Proposal: Application to determine if prior approval is required for a proposed: Erection, Extension or Alteration of a Building for Agricultural or Forestry use The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule

2, Part 6 - Erection of building for farm produce and machinery. Location: The Oaks, Dagworth Lane, Haughley, Stowmarket Suffolk IP14 3QJ

3. Councillors to note the following decisions from Mid Suffolk District Council have been received:

**DC/24/00839** Proposal & Location of Development: Householder Application - Erection of side porch extension (following removal of boundary wall). 12 Turner Lane, Haughley, Stowmarket, Suffolk IP14 3SA. Planning permission has been GRANTED.

**DC/24/01462** Proposal & Location of Development: Notification of Works to Trees in a Conservation Area - Fell 1 No. Silver Birch (G1), Reduce crown of 1 No. Cherry and 1 No. Oak (G1) by approx 2-2.5m and shape. 54 Old Street, Haughley, Stowmarket, Suffolk IP14 3NX. Mid Suffolk District Council does not wish to OBJECT.

**DC/24/01518** Proposal & Location of Development: Application for Listed Building Consent - Remove existing render to front elevation and re-render using warmcote lime plaster, carrying out repairs as necessary, re-render and repaint. 32 Old Street, Haughley, Stowmarket, Suffolk IP14 3NX. Listed building consent has been GRANTED.

### **13. BMSDC Joint Local Plan**

1. Draft Supplementary Planning Documents Consultation

Councillors to consider a response to the consultation Babergh and Mid Suffolk District Councils are undertaking on three Supplementary Planning Documents from Wednesday 15<sup>th</sup> May until 4pm on Wednesday 19<sup>th</sup> June 2024

- a. Bio-Diversity and Trees
- b. Housing
- c. Intensive livestock and poultry

2. Call for sites

Councillors to note the details regarding the Call for Residential Sites Publication, which is for information only

### **14. Traffic Officer**

Councillors to note the report from the Traffic Officer

1. Councillors to agree that an additional Solar SID Device if purchased from Elan City at a cost of £2250.00 +vat and this is funded using Parish CIL

### **15. Suffolk County Council Devolution Consultation**

Councillors to consider a response to the consultation

### **16. The Cricket**

Councillors to note the report on the information boards at The Cricket and to consider the following proposals:

1. Councillors to agree that the existing information boards are mounted on new boards  
or

2. Councillors to agree that a quote is sought for new information boards and mounted on new boards

### **17. Statutory Business**

1. Review the terms of reference for Committees, Sub-Committees, Working Groups and Councillors with individual responsibilities
2. To confirm the appointment of Parish Councillors on the following Committees and Working Groups: Employment Committee, Gallowsfield Wood Working Group, Bio Diversity & Wildlife Conservation Working Group, The Cricket Working Group, Haughley Parish in Bloom, Neighbourhood Plan Review Working Group and Protection of The Village Greens Working Group
3. To confirm the appointment of Parish Council Representatives on the following Bodies: King George's Field, Haughley and the Village Hall Committee
4. To confirm the following Parish Appointed Positions: Allotment Officer, Communication Officer, Emergency Plan Officer, Footpaths Officer, Planning Officer, Police Safer Neighbourhood Team & Community Engagement Officer, SALC Representative, Safeguarding Officer, Street Lighting Officer, Traffic Officer, and Tree Officer
5. To confirm the continuation of the appointment of the Clerk to the Council as the Responsible Financial Officer
6. To approve the meeting timetable for 2024-25

### **18. Risk Assessments**

1. To review the Council's Risk Assessments:  
<http://www.haughleypc.co.uk/governance-and-policy/>
  - a. Clerk
  - b. Community Caretaker
  - c. Gallowsfield Wood
  - d. VAS
  - e. Village
  - f. Volunteer Litter Picker
2. Councillors to note Risk Assessments provided by the following:
  - a. Playing Field Management Committee - Ron Crascall Pavilion
  - b. Village Hall Management Committee – Village Hall
3. To review the Financial Risk Assessment for 2024-25

### **19. Finance**

1. Councillors to receive the April 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 the May payments (BACS, SOs and cheques)

**20. Clerks Report**

Councillors to note the Clerks report and make any comments

**21. Councillor's Issues**

Councillors to highlight any parish issues arising

**22. Dates of next meetings**

1. Biodiversity and Wildlife Conservation Working Group Wednesday 5<sup>th</sup> June 2024 at Maxwell Charnley Room at 7.00pm
2. Parish Council meeting Tuesday 18<sup>th</sup> June 2024 at Ron Crascall Pavilion at 7.00pm

*Claire Pizzey*

Claire Pizzey | Clerk & RFO to Haughley Parish Council  
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