

HAUGHLEY PARISH COUNCIL MEETING

Minutes of the Virtual Parish Council Meeting held on Tuesday 25 August 2020 via VIDEOCONFERENCING

Present (by Video):	G Brown, S Deans, Mrs. H Charman, A Flint, M Gilson (arrived at item 13), A Hannan (Chairman), Mrs. Y Hannan, Mrs. T Shaw, District Councillors Rachel Eburne County Councillor Andrew Stringer, Mrs. C Pizey (Clerk) and 1 member of the public
1.	To receive letter of resignation from Ross Dawson: The Chairman read out the letter of resignation that had been received from Ross Dawson. The Chairman wanted to note his thanks to Ross Dawson for his time on the Parish Council.
2.	To receive and consider apologies for absence: District Councillor Keith Welham. The members noted the apologies.
3.	To receive Councillors' Declarations of Interest: None received.
4.	To receive any written requests for dispensations: None received.
5.	To note and approve the minutes of the Parish Council Meeting of 21 July 2020 (as circulated) and to agree that delegated authority be given to the Chair to sign the minutes outside of the meeting: All Councillors confirmed receipt of the minutes. G Brown proposed to accept the minutes of 21 July 2020 as a true record and decisions made and that delegated authority is given to the Chairman to sign the minutes outside of the meeting. Seconded by Mrs. T Shaw with all in favour.
6.	To note/review updated action log: The members confirmed receipt of the action log. No comments were made.
7.	Public Forum: A resident advised on a paper that had been submitted to the Parish Council for consideration.

Signed Chairman:

Date:

9.	<p>To receive written reports for information only from District Councillors Keith Welham and Rachel Eburne: The members confirmed receipt of the report. District Councillor Rachel Eburne highlighted: -</p> <ul style="list-style-type: none"> • The District Councillors are waiting to hear back from the MSDC Public Realm officers regarding the commuted sums for the open space areas at the Fishponds Way and Green Road developments.
8.	<p>To receive written reports for information only from County Councillor Andrew Stringer: The members confirmed receipt of the August report. County Councillor Andrew Stringer highlighted:</p> <ul style="list-style-type: none"> • Suffolk Highways are now back working and they are planning all outstanding works for Haughley • Sizewell C motion to oppose the development was not passed in July. Concerns about the environment impact the Sizewell C development will have on the Suffolk Coast and Heaths. The development is due to be discussed at the cabinet meeting on 22 September. • Changes are being made to the Home But Not Alone service as it starts to scale back. The phone number remains active and the team will still be offering help and advice to neighbouring support. Rural communities are still in need of this service due to the fallout of COVID. • A plan from Paul Gant will be received following the letter that was written to Suffolk Highways regarding the traffic problems in the village. • SCC is looking at reopening Bacton surgery with the care trust and an update on this will be available at the September meeting.
10.	<p>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):</p> <ol style="list-style-type: none"> 1. DC/20/03133: Application for works to Tree(s) in a conservation area: Proposal: Application for works to tree in a Conservation area – Fell 1No Eucalyptus tree in back garden due to excessive growth and shading issues: Location: 53 Old Street, Haughley, IP14 3NT: The members discussed the application. It was agreed to SUPPORT the application.

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	<p>2. DC/20/02747: Proposal: Planning Application. Change of use and refurbishment of former coach house outbuilding to provide furniture restoration workshop on ground floor with showroom and sales office on first floor utilising existing access and parking arrangements. Location: Yew Tree Cottage, Station Road, Haughley, Stowmarket Suffolk IP14 3PL: The members discussed the application. It was agreed to SUPPORT the application.</p>
<p>11.</p>	<p>Planning Decisions: To note determinations by the Local Planning Authority (MSDC) Council to note the following determinations made by MSDC:</p> <ol style="list-style-type: none"> 1. DC/20/02422: Planning Application: replacement of 3no windows and 2no doors to the shop front of The Little Village Salon hairdressers. Location 21-23 Old Street, Haughley, IP14 3NT: Planning permission has been GRANTED. 2. DC/20/02973: Notification for works to trees in a conservation area – Reduce height and spread of crown by up to 2m to 1no Pine (Reduce shading): Location: Juniper Lodge, 4 Fishponds Way, Haughley, IP14 3PR. MSDC does not wish to object.
<p>12.</p>	<p>To note report on Committees, Sub-committees and Working Groups: The members confirmed receipt of the report. No comments were made.</p>
<p>13.</p>	<p>To discuss the changes to Committees, Sub-Committees, Working Groups and outside bodies and appoint members as necessary:</p> <ol style="list-style-type: none"> 1. To agree the changes made to the Committee, Sub-committees and Working Groups: G Brown proposed that the changes are made to the Committee, Sub-committees and Working Groups document. Mrs. Y Hannan seconded with all in favour. 2. To agree that Mrs. Y Hannan is appointed as the new Council representative on the Village Hall Committee: G Brown proposed that Mrs. Y Hannan is appointed the new Council representative for the Village Hall Committee. The Chairman seconded with all in favour. The Clerk to advise the Village Hall. 3. To agree that Mrs. H Charman is appointed as Communications Officer: Mrs Y Hannan proposed that Mrs. H Charman is appointed as Communications Officer. G Brown seconded with all in favour.

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	<ol style="list-style-type: none"> 4. To agree two additional Councillors for the Employment Committee: The Chairman proposed that S Deans & Mrs. H Charman are added to the Employment Committee. G Brown seconded with all in favour. 5. To agree a Councillor to be appointed as Planning Officer: Mrs. Y Hannan proposed that the Chairman is appointed Planning Officer. S Deans seconded with all in favour. 6. To agree a Councillor to be appointed as Street Lighting Officer: Mrs. Y Hannan proposed that S Deans is appointed Street Lighting Officer. Mrs. T Shaw seconded with all in favour. 7. To agree a Councillor to be appointed as liaison with the Police Safer Neighbourhood Team and Community Engagement Officer: S Deans proposed that A Flint is appointed Police Safer Neighbourhood Team and Community Engagement Officer. Mrs. T Shaw seconded with all in favour. 8. To request confirmation of volunteers for all Committees, Sub-committees and Working Groups: Names of volunteers to be supplied to the Clerk to enable the update of the document for publication.
14.	<p>To agree the amended terms of reference: The members confirmed receipt of the terms of reference. M Gilson proposed that the document is adopted. Mrs. T Shaw seconded with all in favour.</p>
15.	<p>To note the minutes from the Gallowsfield Wood Committee meeting of 24th July 2020: Members confirmed receipt of the minutes.</p> <ol style="list-style-type: none"> 1. To agree the shelter can be erected at Gallowsfield Wood: The members discussed the recommendation. Mrs. H Charman proposed that a shelter can be erected at Gallowsfield Wood. S Deans seconded with all in favour. 2. To agree the quote for the erection of the shelter: S Deans proposed that the quote of £3,039.00 from J Wheeler Wood and Tree Services is accepted. Mrs. T Shaw seconded with all in favour. 3. To agree a pond can be laid at Gallowsfield Wood: M Gilson proposed that the pond can be laid. A Flint seconded with all in favour.
16.	<p>To note the minutes from The Cricket meeting of 23rd July: Members confirmed receipt of the minutes.</p>

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	<ol style="list-style-type: none"> 1. To agree that the mole contractor is contacted to look at the mole problem in the play area and pathway: M Gilson proposed that the mole contractor is contacted to look at the mole problem in the play area and pathway. Mrs. T Shaw seconded with all in favour. The Clerk to action. 2. To agree that a quote is sought for a defective post on a piece of play equipment to be replaced: Mrs. T Shaw proposed that a quote is sought for a defective post on a piece of the play equipment. Mrs. Y Hannan seconded with all in favour. 3. To agree that the Parish Council consents to the removal of a sycamore tree adjacent to the pond and Hill House and a quote is sought for the work: S Deans proposed that a quote is sought for the removal of the sycamore tree. Mrs. Y Hannan seconded with all in favour.
17.	To note the Biodiversity and Wildlife Conservation Committee introduction: The members confirmed receipt of the report. No comments were made.
18.	<p>To reconsider the street names for the development at Green Road: The members discussed the document that had been provided by a resident. The Chairman proposed that the following additional names are provided to MSDC: -</p> <ul style="list-style-type: none"> • Palmers Meadow • Alfred Woods Way • Doctors Field <p>Mrs. T Shaw seconded with all in favour. The Clerk to contact MSDC Address Management department.</p>
19.	To discuss and decide on the Christmas Tree Event for 2020: The members discussed the event. Mrs. T Shaw proposed a scaled down Christmas Tree event for 2020. 4 members were in favour and 2 members against. The Chairman abstained. Mrs. Y Hannan and Mrs. T Shaw agreed to organise the event. A date of Saturday 5 December was agreed and an agenda item for September to discuss.
15.	<p>FINANCE:</p> <ol style="list-style-type: none"> 1. The Council confirmed receipt of the finance report for July 2020 prior to the meeting including, Bank reconciliation, Budget to Actual and Receipts and

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	<p>Payments since the last meeting. No questions or comments were made.</p> <p>Mrs. T Shaw proposed that the finance reports are accepted and agreed that the delegated authority be given to the Chair to sign the reports outside of the meeting M Gilson seconded and all were in favour.</p> <p>2. It was resolved to make the following payments in August:</p> <table border="1" data-bbox="464 461 1227 902"> <tr> <td>L E Fencing (Maintenance)</td> <td>£250.00</td> </tr> <tr> <td>R Tricker (Gallowsfield Wood)</td> <td>£53.75</td> </tr> <tr> <td>R Shave (Clock Winding)</td> <td>£100.00</td> </tr> <tr> <td>SALC (Training)</td> <td>£15.00</td> </tr> <tr> <td>NJS Joinery (Noticeboards)</td> <td>£1,234.99</td> </tr> <tr> <td>C Pizzey (Expenses)</td> <td>£25.10</td> </tr> <tr> <td>Claire Pizzey (Wages)</td> <td>£486.32</td> </tr> <tr> <td>Katie Power (Wages)</td> <td>£264.51</td> </tr> </table> <p>Mrs. T Shaw proposed that the payments be made and G Brown seconded and all were in favour.</p> <p>3. To consider and agree the quote for the work at the allotments: M Gilson proposed that the quote of £675.00 from SP Tree and Hedge Care is accepted for the work at the allotments. S Deans seconded with all in favour.</p> <p>4. To consider and agree the quote for the work to clear Millfields footpath: M Gilson proposed that the quote of £700.00 from SP Tree and Hedge Care is accepted for the work to clear Millfields footpath. Mrs. T Shaw seconded with all in favour.</p>	L E Fencing (Maintenance)	£250.00	R Tricker (Gallowsfield Wood)	£53.75	R Shave (Clock Winding)	£100.00	SALC (Training)	£15.00	NJS Joinery (Noticeboards)	£1,234.99	C Pizzey (Expenses)	£25.10	Claire Pizzey (Wages)	£486.32	Katie Power (Wages)	£264.51
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21.	<p>To adopt the Volunteer Litter Picking Risk Assessment: G Brown proposed that the Volunteer Litter Picking Risk Assessment is adopted. Mrs. T Shaw seconded with all in favour. The Clerk advised that guidance would be given from MSDC Public Realm department as to when community litter picks will be allowed following COVID.</p>																
22.	<p>To note the planning application for the storage facility at King George's Field: The Chairman updated the members on the storage facility at the Playing field. A planning application has been submitted and should be validated in a couple of weeks. Mrs. T Shaw thanked the Chairman for all his help with this.</p>																

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23.	<p>To note update on the VAS signs: A Flint reported that the SID machine at Haughley Green has been sent back for repair. It was agreed that an article on traffic speeds through Haughley New Street and Haughley Green would be written for the Parish Newsletter.</p>
24.	<p>To note a summary of correspondence and consider action to be taken where applicable:</p> <ol style="list-style-type: none"> 1. To note correspondence from BHIB insurance regarding Gallowsfield Wood: No action. 2. To note correspondence from BMSDC regarding consultation draft housing land supply statement: No Action. 3. To note correspondence from MSDC Street Naming regarding development at Land West of Fishponds Way: The members considered the names for the development. Several suggestions were put forward including, Packbridge Approach, Alfred Woods Way, Fishponds Green, Gipping Valley Lane, Roman Road. An agenda item to confirm the names will be discussed at the September meeting. 4. To note correspondence from Haughley PCC regarding theft of mowers: No action. 5. To note correspondence from SALC regarding planning webinars: It was agreed that the Clerk and Chairman would attend the webinars. 6. To note correspondence from a resident regarding Bridgefield Paddock: District Councillor Rachel Eburne advised that enforcement will be able to look at this after COVID-19 has eased. 7. To note correspondence from a neighbouring Clerk regarding the play area. A response has been made. No action. 8. To note correspondence from MSDC regarding a consultation being undertaken on its draft statutory "Licensing Act 2003: Statement of Licensing Policy": No action.

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	<p>9. To note correspondence from James Bailey Planning regarding North-view, Stowmarket: it was agreed that the Chairman along with the Clerk and District Councillor's will meet with the developers in October.</p> <p>10. To note correspondence from a resident regarding a proposal for a wildlife strategy for Haughley Village Green: This will be forwarded to the Biodiversity and Wildlife Conservation Committee for consideration.</p>
25.	<p>Date of next meeting: Members are asked to note that the next Parish Council meeting is scheduled for 15 September 2020 via Video Conferencing commencing at 7.00pm</p>
	<p>There being no further business, the meeting was closed at 20.54</p>

Signed Chairman:

Date: