

HAUGHLEY PARISH COUNCIL MEETING

Minutes of the Parish Council Meeting held on Tuesday 20th July 2021 at the Ron Crascall Pavilion

Present	G Brown, A Flint, M Gilson, A Hannan (Chairman), Mrs. Y Hannan, Mrs. T Shaw, District Councillor Keith Welham, County Councillor Andrew Stringer and Mrs. C. Pizzey (Clerk) and 1 member of the public.
1.	To receive and consider apologies for absence: Councillors noted apologies for absence from S Deans, T Monaghan and District Councillor Rachel Eburne.
2.	To receive Councillors' Declarations of Interest: There were no declarations of interest.
3.	To receive any written requests for dispensations: There were no requests for dispensations.
4.	To note and approve the minutes of the Parish Council Meeting of 22nd June 2021: All Councillors confirmed receipt of the minutes. M Gilson proposed to accept the minutes of 22 nd June 2021 as a true record and decisions made. Seconded by G Brown with all in favour the Chairman signed and dated all pages.
5.	To note/review updated action log: The members confirmed receipt of the action log.
6.	Public Forum: The resident who had highlighted his concerns at the June meeting over the erosion of the Village Green asked for an update. It was advised that the Parish Council would be discussing this later at agenda item 21.8
7.	To receive written reports from County Councillor Andrew Stringer: The members confirmed receipt of the report. County Councillor Andrew Stringer highlighted: <ul style="list-style-type: none"> • Had intervened and amended the Fishponds Way diversion with a request that any HGV's going to Bacton were to go past the duck pond in Duke Street. He is monitoring the feedback from this should the Parish Council receive any.

Signed Chairman:

Date:

	<ul style="list-style-type: none"> Had met with Crawfords Primary School over concerns with the development at Bloor Homes and the safety crossing and in particular the frequent road flooding experienced opposite the school entrance. 		
8.	<p>To receive written reports for information only from District Councillors Keith Welham & Rachel Eburne: District Councillor Keith Welham highlighted:</p> <ul style="list-style-type: none"> Waste services are putting regular updates on their website to advise residents of missed services and when the next collection will be made. 		
9.	<p>Planning Applications: Councillors reviewed and approved responses to the current planning consultations:</p> <p>DC/21/03671 Proposal: Application to determine if Prior Approval is required for a proposed Change of Use of Agricultural Buildings to Dwelling Houses (C3) and for building operations reasonably necessary for conversion. Town and Country Planning (General Permitted Development) (England) Order 2015 as amended Schedule 2, Part 3, Class Q - conversion of agricultural building to form 5No dwellings (re-submission of DC/21/01509). Location: Woodside Farm, Shepherds Lane, Haughley, Suffolk IP14 3QE: Councillors agreed to respond to the application and highlight their concerns over the access to the property and emergency vehicles admittance to the development and request further details before a definitive decision is made.</p>		
10.	<p>Planning Appeal: Councillors noted receipt of the planning appeal</p> <p>APP/W3520/W/21/3271409: Planning Application – Erection of 1no dwelling. Location – Old Bells Farm, Wassicks Lane, Haughley, IP14 3NP and no further action to be taken.</p>		
11.	<p>Biodiversity and Wildlife Conservation Committee: Councillors noted receipt of the draft minutes from 6th July 2021. G Brown proposed that the Parish Council accepts the cutting and planting proposal and timeline in principle, subject to change if the September village consultation comes back with a negative result, so that the project starts in October 2021 with the trial to be carried out over a two-year period with an end of each year consultation with the public. Mrs. T Shaw seconded with all in favour.</p> <table border="1" data-bbox="419 1966 1350 2018"> <tr> <td style="text-align: center;">Month</td> <td style="text-align: center;">Cutting and Planting Proposal</td> </tr> </table>	Month	Cutting and Planting Proposal
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Signed Chairman:

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	<table border="1"> <tr> <td>September</td> <td>Final cut for the year (depending on weather)</td> </tr> <tr> <td>October</td> <td>Planting bulbs and hay spreading</td> </tr> <tr> <td>February</td> <td>First cut of the year</td> </tr> <tr> <td>March</td> <td>Plug planting</td> </tr> <tr> <td>April to September</td> <td>Verges to trial areas to be cut as per usual cutting schedule</td> </tr> <tr> <td>October to September</td> <td>Cutting of trial areas with conservation cutter</td> </tr> </table> <p>Councillors agreed that the Chairman would review and approve the public consultation questionnaire to be drafted by G Brown in order for the results to be compiled and presented at the September Parish Council meeting.</p>	September	Final cut for the year (depending on weather)	October	Planting bulbs and hay spreading	February	First cut of the year	March	Plug planting	April to September	Verges to trial areas to be cut as per usual cutting schedule	October to September	Cutting of trial areas with conservation cutter
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12.	<p>PIIP Working Group:</p> <ol style="list-style-type: none"> 1. M Gilson proposed that the Parish Council adopts the Parish Infrastructure Investment Plan (PIIP) and publish to MSDC. G Brown seconded and all were in favour. 2. G Brown proposed that the Parish Council adopts the CIL Grant Awarding Policy. M Gilson seconded and all were in favour. 3. Mrs. T Shaw proposed that the Parish Council adopts the application for CIL Funding Form. M Gilson seconded and all were in favour. 												
13.	<p>Allotment Officer: Councillors noted receipt of the report from the Allotment Officer.</p> <ol style="list-style-type: none"> 1. M Gilson proposed that quotes are sought for grass cutting around edges, track up to field and orchard. Mrs. T Shaw seconded with all in favour. 2. M Gilson proposed that cut walk ways are made through the allotments. Mrs. T Shaw seconded with all in favour. 3. M Gilson proposed a yearly grass cutting schedule is agreed for the allotments. Mrs. T Shaw seconded with all in favour. 4. M Gilson proposed that a quote if sought for the removal of the ragwort in the allotments. Mrs. T Shaw seconded with all in favour. 5. M Gilson proposed that quotes are sought to get the hedges trimmed both sides and this is also put on a yearly schedule. Mrs. T Shaw seconded with all in favour 												

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	<p>6. M Gilson proposed that a letter is written to the tenant of plot 12. The Chairman seconded with all in favour.</p> <p>7. M Gilson proposed that the Parish Council supplies more bark chippings as a weed suppressant. The Chairman seconded with all in favour.</p>
14.	Queens Platinum Jubilee Working Group: Councillors confirmed receipt of the report and flyer that is to be distributed to all households and businesses in the village.
15.	Junior Football Pitch: The Chairman reported that the meeting had been rearranged for Wednesday 28 th July 2021.
16.	Playing Field Letter of Support: M Gilson proposed that the draft letter of support is sent to the Playing Field Committee for the funding of a high ball stop net and post system. A Flint seconded with all in favour.
17.	Church Clock Refurbishment: Councillors confirmed receipt of the report. A Flint proposed that the Parish Council requests that the PCC applies for the permission from the church regulatory body (Faculty Jurisdiction) for the refurbishment of the church clock and liaise with the PCC over timings for the work to be carried out. M Gilson seconded and all were in favour.
18.	Footpath upgrade project: Councillors confirmed receipt of the report and no comments were made.
19.	Suffolk Highways: The Chairman proposed that contact is made with Suffolk Highways regarding cutting the verges around the village and protecting of wildflowers. A Flint seconded with all in favour.
20.	Statutory Business: The Chairman proposed that the Parish Council adopts the changes to the Financial Risk Assessment for 2021-22. Mrs. T Shaw seconded with all in favour.
21.	Finance:

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1. The Council confirmed receipt of the finance report for June 2021 prior to the meeting including, Bank Reconciliation, Budget to Actual, Receipts and Payments, since the last meeting. No questions or comments were made.
2. Councillors noted that no receipts were received in June
3. Councillors noted the VAT return claim of £1,511.14
4. All Councillors confirmed receipt of payments schedule:

MPM (Communications)	£232.16
Claire Pizzey (Expenses)	45.07
Haward Horological Ltd	£200.00
Faxbase (Communications)	£36.00
Matt Gilson (Allotments)	27.45
Katie Power (Wages)	£284.78
Claire Pizzey (Wages)	£599.84

M Gilson proposed to accept the payments. Mrs. T Shaw seconded and all were in favour.

5. Councillors agreed to defer the undertaking of an Insurance Reinstatement Cost Assessment for both the Ron Crascall Pavilion and Village Hall until the insurance renewal in October 2021.
6. The Chairman proposed that the additional £500 is agreed for the works to the church clock in lieu of scaffolding costs. Mrs. T Shaw seconded with all in favour. It was agreed to arrange a meeting with the PCC to discuss converting the clock to automated winding.
7. The Chairman proposed that the quote from Town and Village Landscapes Ltd of £966.84 is accepted for the removal of the kerb that curves into the track-way outside Palmers and make good with existing surface. Mrs. Y Hannan seconded with all in favour.
8. Councillors considered the quotes for the protection of the verges on the Village Green. Due to the inconsistency of the quotes received a further quote will be sought by a third Suffolk Highways approved contractor and these will be presented at the September meeting. It was agreed that a Parish PIIP application will be made for the work once a quote has been agreed.
9. The Chairman proposed that the Parish Council agrees the quote from S P Trees of £190 for a one-off grass cut at the allotments. M Gilson seconded and all were in favour.

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22.	Clerk's report: Councillors noted receipt of the report. No comments were made.
23.	<p>Correspondence: Councillors noted the correspondence already circulated and consider the following action:</p> <ol style="list-style-type: none"> 1. BMSDC and Police: Rough Sleeper – Haughley Woods: No action. 2. Resident – Haughley nativity: It was agreed that the Parish Council would support the idea and it will be included in the actions for the Christmas tree event. 3. Resident – Allotments: It was agreed to respond to the resident to thank them for bringing this to the attention of the Council and advise that the Parish Council have agreed to manage the ragwort in the areas of the allotment to help prevent its spread into the paddock but it is the responsibility of the paddock tenants to deal with the ragwort in the paddocks. 4. Resident – Gallowsfield Wood: The correspondence was referred to the Gallowsfield Wood Committee and the Chairman agreed to respond to the resident. 5. Resident – Dead fish in Haughley moat: No action. 6. Resident – Gallowsfield Wood: The correspondence was referred to the Gallowsfield Wood Committee and the Chairman agreed to respond to the resident. 7. Resident – Footpath construction in Fishponds Way: No action. 8. Old Newton Under Fives Preschool – Donation: It was agreed that no donation would be made.
24.	<p>Date of next meeting:</p> <ol style="list-style-type: none"> 1. Gallowsfield Wood Committee is scheduled for Wednesday 1st September 2021 at 7.00pm at Gallowsfield Wood

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	<p>2. Biodiversity & Wildlife Conservation Committee is scheduled for Tuesday 14th September 2021 at 7.00pm Ron Crascall Pavilion</p> <p>3. Full Parish Council is scheduled for Tuesday 21st September 2021 at 7.00pm at Ron Crascall Pavilion</p>
25.	<p>Councillors agreed to resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting due to the confidential nature of the business to be discussed: Staff issues.</p>
	<p>There being no further business, the meeting was closed at 21.17</p>

Signed Chairman:

Date: