

HAUGHLEY PARISH COUNCIL MEETING

Minutes of the Parish Council Meeting held on Tuesday 21st February 2023 the Ron Crascall Pavilion

Present	M Bloom, G Brown, Mrs. J Day, A Flint, G French, A Hannan (Chairman), Mrs. Y Hannan, Mrs. T Shaw, T Sparkes, District Councillor Rachel Eburne, District Councillor Keith Welham, County Councillor Andrew Stringer, and Mrs. C. Pizzey (Clerk)														
1.	<p>Apologies for Absence</p> <ol style="list-style-type: none"> 1. Apologies were received from T Monaghan. 2. The members accepted the apologies. 														
2.	<p>Declarations of Interest</p> <p>There were no Declarations of Interest received.</p>														
3.	<p>Dispensations</p> <p>There were no requests for Dispensations received.</p>														
4.	<p>Minutes</p> <p>All Councillors confirmed receipt of the minutes. G Brown proposed to accept the minutes of 17th January 2023 as a true record of the meeting and decisions made. S Swinge seconded with all in favour.</p>														
5.	<p>Action log</p> <p>The Councillors noted the action log, and no comments were made.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;">ACTION</th> <th>COMMENT</th> </tr> </thead> <tbody> <tr> <td>Junior Football Pitch</td> <td>Ongoing</td> </tr> <tr> <td>SCC PROW Officer - upgrade of footpath and new footpath</td> <td>Ongoing</td> </tr> <tr> <td>Allotments - Quote for removal of rabbits</td> <td>Agenda item</td> </tr> <tr> <td>Letter to MSDC - Footpath at Fishponds (Safety Audit)</td> <td>Start date February 2023</td> </tr> <tr> <td>Land adj. to The Cricket - register with Land Registry</td> <td>Ongoing</td> </tr> <tr> <td>Posts Project (Consultation)</td> <td>Ongoing</td> </tr> </tbody> </table>	ACTION	COMMENT	Junior Football Pitch	Ongoing	SCC PROW Officer - upgrade of footpath and new footpath	Ongoing	Allotments - Quote for removal of rabbits	Agenda item	Letter to MSDC - Footpath at Fishponds (Safety Audit)	Start date February 2023	Land adj. to The Cricket - register with Land Registry	Ongoing	Posts Project (Consultation)	Ongoing
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Village Maintenance Programme	Work still to complete: White railings, paint, and varnish 9 benches, replace missing sign (Clerk working with SCC)
Tree surgery - Gallowsfield Wood	Work complete
Contact SCC - Solar posts	Work complete
Quote for Signs for The Cricket	Ongoing
Consultation SCC Haughley Green traffic calming	Awaiting report from SCC Community officer
Planning Permission - The Cricket Play Equipment	Planning permission granted
Contact Bellway and start legal procedure for Wildflower meadow	Ongoing
King George V Play Equipment Refurbishment	Work started
Greens Policy - second draft	Agenda item
Application to be made to SCC for installation of EV Charge Points at the Pavilion Car Park	Plug in Suffolk Project has been awarded money from central government to expand and continue the rollout across the County. The money has not yet come through and they are waiting longer than expected to press ahead with the site surveys. As soon as the funding is in place they will be re-contacting all interested locations and moving forward with the installations.
Additional solar post for Haughley Green	Email sent to Andrew Stringer
Solar post for VAS sign for Haughley (\$106 contribution Bloor)	Quote for post to be obtained
Quote for additional VAS device	It was agreed to obtain a quote on the new year as the posts are not being installed until February 2023.
Registers pockets of land in the Parish	Ongoing

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	Arrange date for GW site meeting with Council members	Date to be confirmed
	Request letter from ANPR Officer regarding the location of the post	Email sent to Bellway Homes
	Proposal for email group	Agenda item
	Proposal for Community Broadband	Agenda item
	Report on WG for 4g pitch	March agenda
	Precept form to MSDC	Completed
	Letter to resident regarding speeding in Fish-ponds Way	Completed
6.	Public Forum: Nothing.	
7.	<p>To receive written reports from County Councillor Andrew Stringer</p> <p>The members confirmed receipt of the report prior to the meeting.</p> <ol style="list-style-type: none"> SCC Budget: SCC has approved the budget for 2023/24. At the beginning of January, the Scrutiny Committee discussed the papers in preparation for them to go to Cabinet and then Full Council. The budget proposes a 2.99% increase in tax, broken down into a 2% rise in the Social Care Precept and a 1 % increase in general tax. The Council aim to make most of its savings through increasing the number of unfunded vacancies amongst the Council's workforce. Carbon budget: At the beginning of January, the Scrutiny Committee met to discuss the Carbon Budget. This is a document that is intended to calculate the amount of carbon SCC emits through its services. It shows the Council's progress towards achieving Net Zero by 2030. This year's carbon budget shows that SCC is not on track to reach Net Zero by 2030. Current forecasts show that SCC will still be producing 10,000 tonnes of CO2 in 2030 – that is still half of what we are emitting now. Our Group believes more needs to be done to improve the accuracy of calculating all of CC's emissions, which is why we have proposed a Carbon Budget Officer is employed to provide a sole focus on improving the reporting of carbon emissions. Road Closures: The overnight closures of the A14 are now underway, it was disappointing how well Highways England had conducted the consultations to only fail to inform 	

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	<p>the Councils & Stakeholders concerned, but to brief the local media! The road closure of Church Road Bacton will go ahead this week, meaning that through traffic from Haughley to Cotton & Finningham and beyond will need to use a diversion, either the local one which is not HGV friendly, or the wider diversion via Stowmarket and B1113, which will direct traffic away from Haughley.</p>
8.	<p>To receive written reports for information only from District Councillors Keith Welham & Rachel Eburne</p> <p>The members confirmed receipt of the report prior to the meeting. District Councillor Rachel Eburne highlighted:</p> <ol style="list-style-type: none"> 1. Budget: Mid Suffolk District Council is not expected to increase Council Tax. Within the 2023/24 budget, the Conservative Administration is proposing a £3.5 million surplus, most of which will be put into a “strategic transformation infrastructure fund”. This may be used on the Stowmarket sports and leisure project and an innovation centre at Gateway 14 if plans are agreed. Total reserves are just under £21 million. Our Group is proposing that £2 million of this is allocated towards energy efficiency measures in housing across the district to help with the energy and cost of living crises as well as climate change. <p>Last year’s agreement (included in the 2022/23 budget as a result of an opposition amendment) to fund the delivery of the electric bus rural transport project has been paused by the Cabinet.</p> <p>A 7% increase in council house rents is being proposed – just over £6 for social rents and £9 for affordable rents. Also, a 10% increase in garage rents – in line with the increase in CPI – and increases in sheltered housing service and utility charges.</p> <p>A reminder that of your Council Tax bill, approximately 78% goes to Suffolk County Council, 14% to the Police and 9% to Mid Suffolk District Council (as well as a proportion for each Parish).</p> <ol style="list-style-type: none"> 2. Council Homes – Safety Issues: Action is being taken to resolve issues within the service which maintains council housing. Officers began a programme of in-depth assessments and have identified problems with health and safety compliance. Across the two districts’ 6,788 homes, 344 do not currently have up-to-date electrical safety reports. Gas inspections are also overdue on 92 properties, and asbestos reinspection surveys are required on 33 homes.

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	<p>Urgent work is already underway – including additional inspections, an overhaul of existing processes, and obtaining more robust data around health and safety compliance to provide tenants with complete reassurance.</p> <p>3. Planning Issues: Remedial works for the footway from the Bellway Homes site on Fishponds are due to commence on 20 February when the road will be closed.</p> <p>4. Council Housing: Over the past 6-8 months MSDC Council House owners in Old Newton have been contacting the District Council over issues with their properties. The District Councillors are concerned that residents of Haughley are unaware that they can be contacted if they have issues with their Council houses or if adaption is required. It was agreed to put something on the Parish Council FB page to promote this.</p>
9.	<p>Planning</p> <p>1. Councillors to review and approve a response to the following planning applications:</p> <p>DC/23/00588 - Proposal: Listed Building Consent - Reinstatement of internal partition and erection of new separating wall between kitchen and store. Location: Old Counting House Restaurant, 6 - 8 Old Street, Haughley, Stowmarket Suffolk IP14 3NT. G Brown proposed that the Parish Council SUPPORTS the application. Mrs. T Shaw seconded and all were in favour.</p> <p>DC/23/00517 - Proposal: Full Planning Application - Erection of B8 Storage and Distribution Warehouse together with associated works. Location: E J Farrow Haulage Ltd, Bridge Farm, Stowmarket Road, Old Newton Stowmarket Suffolk. G Brown proposed that the Parish Council does not make a comment on the application. A Flint seconded with all in favour.</p> <p>DC/23/00143 - Proposal: Application for Listed Building Consent - Installation of solar panels to house and garage roof. Location: 16 Old Street, Haughley, IP14 3NX. G Brown proposed that the Parish Council SUPPORT the application subject to the advice of the Conservation Officer. A Flint seconded with all in favour.</p> <p>DC/23/00383 - Proposal: Full Planning Application - Erection of 5No.dwellings and garaging (following demolition of existing Barn). Location: Woodside Farm, Shepherds Lane, Haughley, Stowmarket Suffolk IP14 3QE. G Brown proposed that the Parish Council makes the following comments on the application:</p> <ul style="list-style-type: none"> ○ It is outside the Haughley Neighbourhood Plan area

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	<ul style="list-style-type: none"> ○ The development is out of the Haughley housing settlement boundary therefore within the countryside but with consent to convert existing building under general permitted development. ○ One unit is outside the building with consent under general permitted development ○ There are concerns over the access to the development, including emergency access and egress <p>Mrs. T Shaw seconded with all in favour.</p> <p>2. Councillors noted the decisions issued by Mid Suffolk District Council:</p> <p>DC/22/06296 - Proposal & Location of Development: Householder Application - Erection of single storey rear extension (following demolition of existing conservatory). 9 Ladyfield, Haughley, Stowmarket, Suffolk IP14 3PT. Planning permission has been GRANTED</p> <p>3. Councillors noted the withdrawal of Appeal Reference: APP/W3520/W/22/3303035 - Planning Application - Erection of 1no dwelling to replace that permitted under DC/20/01118 Location: Old Bells Farm, Wassicks Lane, Haughley, IP14 3NP</p>
10.	<p>Biodiversity and Wildlife Conservation Working Group</p> <p>Councillors noted the report from the meeting of 16th January 2023</p> <ol style="list-style-type: none"> 1. G Brown proposed that the Working Group could purchase a plaque to commemorate the 10th anniversary of Haughley Hagenah Morris Men at The Folly. A Flint seconded with all in favour.
11.	<p>Gallowsfield Wood Working Group</p> <p>Councillors noted the report from the Working Group</p> <ol style="list-style-type: none"> 1. G Brown proposed that the payment of an invoice from SP Trees of £500.00 outside of the Parish Council meeting to meet with the terms of the MSDC Locality grant funding. <p>Mrs. T Shaw seconded with all in favour</p>
12.	<p>Haughley Castle 1173 Working Group</p> <p>G Brown proposed that the Parish Council agrees a budget request of £4,000 for the event. Mrs. Y Hannan seconded with all in favour.</p>
13.	<p>Kings Coronation Working Group</p> <p>Mrs. T Shaw proposed that the Parish Council agrees a budget of £3,000 for the event. A Flint</p>

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	seconded with all in favour.
14.	<p>Post Project Working Group</p> <p>Councillors noted the report from the meeting of 24th January 2023</p> <ol style="list-style-type: none"> 1. Mrs. J Day proposed that the Parish Council agrees a budget of £250 for the publication of the public consultation. Mrs. T Shaw seconded with all in favour.
15.	<p>Haughley Joint Charities</p> <p>For Clarity for the members the Chairman advised that the Scheme states that the trustees of the Charity shall consist of five competent persons comprising one ex-officio trustee and four representative trustees. The Vicar for the time being of the Parish of Haughley shall be an <i>ex officio</i> trustee. This means that the Vicar is automatically a trustee of the Charity by virtue of his or her office as Vicar of the Parish of Haughley.</p> <p>G Brown proposed that the Parish Council agrees the reappointment of Trustees to Haughley Joint Charities</p> <ol style="list-style-type: none"> 1. Alf Hannan - Parish Council Representative Trustee 2. Rachel Eburne – Representative Trustee 3. Kieron Palmer - Representative Trustee 4. David Fleetwood - Representative Trustee <p>Mrs. T Shaw seconded with all in favour.</p>
16.	<p>Policies and Procedures</p> <ol style="list-style-type: none"> 1. Councillors received the policies and procedures document and agreed members to review ready for the March meeting. 2. The Chairman proposed that the Parish Council adopts the Procedure for Publication of Policies. Mrs. S Swinge seconded with all in favour.
17.	<p>Village Greens Policy</p> <p>Councillors noted the report. The Council agreed that all of the proposals (below) are rejected and the draft policy would be considered after the post project has been completed.</p> <ol style="list-style-type: none"> 1. To agree the quote of £750 from Gotelee Solicitors to look over the draft document <i>or</i> 2. To make changes to the Haughley draft document considering the Cradley and Bersted Parish Council examples <i>or</i>

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	<p>3. That no changes are made to the draft document and the Parish Council follows the procedure for publication of policies and uploads onto the website</p>
18.	<p>Traffic Officer</p> <p>Councillors noted the report from the Traffic Officer. A Flint reported that following the installation of the solar posts the solar VAS devices can now be erected. Volunteers have come forward to help look after the devices. It was agreed to that the following procedure is adopted for the installing and moving the devices:</p> <ul style="list-style-type: none"> ○ High visibility jackets must be worn. ○ At least 2 people must carry out the operation. ○ Product manuals are available for reference. ○ For best practice the operation must take place whilst traffic flow is limited. ○ When the unit is being lifted from the mounting post, care must be taken while lifting heavy weights. ○ There must be a person who understands the working at height regulations present. ○ The Health & Safety at work Act 1974 must be adhered to and work buddies must watch each other's backs. ○ While the rechargeable battery is being charged a circuit-breaker must be used between the mains electricity supply & the battery. ○ While working with the village Speed Indication Device, best practice in all operations must be adhered to always. <p>All volunteers will be issued with a high vis jacket, a copy of the procedure and the volunteer risk assessment. A Flint and the Clerk to meet to look at the site suitability of a solar post for Green Road and an order for a third solar VAS device will be placed. Some money for this has already been received from the S106 monies from the Bloor development.</p>
19.	<p>HGV Count</p> <p>Councillors agreed the following weeks for the HGV counts 24 April, 10 July, and 6 November 2023.</p>
20.	<p>Communication</p> <p>1. Proposal for public event Community Broadband: Mrs S. Swinge had reported that is it very unlikely that community broadband would prove to be cost effective for the parish with the new builds already being wired up for the fastest FTTP. Unless it works out</p>

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	<p>considerably cheaper for them once everything is in place, they will have no real advantage. It seems this does work well for more 'remote' areas though. Mrs S Swinge proposed that once enough data is available the Parish Council lays out the options to the residents. This could be as a public event or written communication or an online/interactive survey.</p> <p>2. Email Proposal: Mrs. S Swinge reported that contact had been made with the email host and they are hopeful that they will be able to manage a list of up to 100 registrants to a regular email 'newsletter' that will also be shared via our media pages and website to try to capture those who do not always read the Parish Magazine or have a social media account.</p>																				
21.	<p>Community Litter Picks</p> <p>The following dates were agreed for community Litter Picks:</p> <ul style="list-style-type: none"> ○ Sunday 26 March 2023 – 10.00am ○ Saturday 17 June 2023 – 10.00am 																				
22.	<p>Annual Meeting of the Council</p> <ol style="list-style-type: none"> 1. Councillors noted the first meeting of the Council, the Annual Meeting of the Council date of Tuesday 16th May 2023 2. The date for the Annual Parish Meeting was agreed for Tuesday 23rd May 2023. 																				
23.	<p>Finance:</p> <ol style="list-style-type: none"> 1. The Council confirmed receipt of the finance report for January 2023 prior to the meeting including, Bank Reconciliation, Budget to Actual, Reserves, since the last meeting. No questions or comments were made. 2. Councillors noted the receipts received since last meeting: <table border="1" data-bbox="395 1585 1394 1863"> <thead> <tr> <th>Receipts</th> <th colspan="2">Cheque / BACS / SO</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>VAT</td> <td>BACS</td> <td>HMRC</td> <td>£ 4,607.34</td> </tr> <tr> <td>Cleansing Grant</td> <td>BACS</td> <td>MSDC</td> <td>£ 617.50</td> </tr> <tr> <td>Gallowsfield Wood</td> <td>BACS</td> <td>Wild Play</td> <td>£ 80.00</td> </tr> <tr> <td colspan="3"></td> <td>£ 5,304.84</td> </tr> </tbody> </table> 3. Councillors confirmed the February payments: Mrs. T Shaw proposed that the Parish Council accepts the payments. G French seconded with all in favour. 	Receipts	Cheque / BACS / SO		Total	VAT	BACS	HMRC	£ 4,607.34	Cleansing Grant	BACS	MSDC	£ 617.50	Gallowsfield Wood	BACS	Wild Play	£ 80.00				£ 5,304.84
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Expenditure		Net	VAT	Total
General Exp.	Claire Pizzey	£ 72.15	£ 7.46	£ 79.61
Parish CIL	IA Play Solution Ltd	£29,682.00	£ 5,936.40	£ 35,618.40
Parish CIL	Proludic	£38,807.57	£ 7,761.50	£ 46,569.07
Hall Hire	PCC	£ 8.00		£ 8.00
B&CW	David Evans	£ 42.94		£ 42.94
Wages	Claire Pizzey	£ 652.04		£ 652.04
Wages	Katie Power	£ 308.75		£ 308.75
		£69,573.45	£13,705.36	£ 83,278.81

4. The Chairman proposed that the Parish Council accepts the quote for the Grass Cutting and Grounds Level Agreement 2023 from MSDC of £2,930.86 + VAT. A Flint seconded with all in favour.

5. It was agreed to wait until the MSDC CIL funding application has been approved or rejected at the March cabinet meeting for the refurbishment of The Cricket Play area before the Council considers the quote for the Annual Playground Inspection at The Cricket from The Play Inspection Company of £120 + VAT

6. The Clerk reported that she had contacted 3 companies for quotes for the work at the allotments. The Chairman proposed that the Parish Council accepts the quote from RSA Pest Management of £140 + VAT for the removal of the rabbits at the allotments. Mrs. T Shaw seconded with all in favour.

24. Clerk's Report

Councillors noted receipt of the Clerk's Report. It was agreed that a change is made to the layout of the replacement sign required for The Folly as follows; Welcome to Haughley twinned with Noyelles-Lez-Seclin and remove Anglia Floral Village and a quote requested. The Clerk reported that correspondence had been received from Woolpit Parish Clerk regarding the Reduced bus services 384 & 385. Following the meeting held on 30 November 2022, Bethany Taylor from MSDC was to investigate if MSDC could come up with a survey for residents to complete to ascertain possible usage and need for a service. The Communities Team at MSDC are not able to lead on this. Bethany has advised that she will be happy to set up an on-line and paper survey and hand over to the Parishes to manage. The members agreed that they would support this

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	and The Clerk will confirm Haughley Parish Councils attendance at another meeting. The Clerk also reminded members about the nomination papers for election to the Parish Council.
25.	<p>Councillors Reports</p> <p>G French reported that he had asked Claire Dickson the Public Rights of Way Officer for an update on the upgrade of the footpath/bridleway at Fishponds Way. A new S106 officer has been appointed who is taking on the project and is treating this as a priority. G French is waiting clarity over the project from Suffolk Highways. Mrs. T Shaw reported that the Playing Field Committee has erected 2 new signs at the entrances to the Playing Field.</p>
26.	<p>Correspondence</p> <p>Councillors noted the correspondence already circulated and considered the following action:</p> <ol style="list-style-type: none"> 1. MSDC – Town and Parish briefing and a reminder of all major developments and announcement by Mid Suffolk District Council last month. 2. Contractor – Request to remove the wood chippings from the allotments. It was agreed that the contractor could remove some of the wood chippings from the allotments. 3. Resident – Antisocial behaviour at Stegall Road Haughley. 4. Friends of Haughley War Memorial - Invitation to the rededication of the New Look memorial at St Marys Church, Haughley, Saturday 11th March 2023. The Councillors to confirm their attendance to the war memorial to The Clerk. 5. Suffolk Cloud – Google Analytics update. It was agreed that the Parish Council would not need to upgrade. 6. National Highways – Notification of start of work on A14 Junction 47a Haughley to Junction 49 Tothill concrete roads reconstruction scheme. 7. Constable Country – January 2023
27.	<p>Date of next meeting:</p> <ol style="list-style-type: none"> 1. Haughley Neighbourhood Plan Review Working Group on Monday 6th March 2023 at Maxwell Charnley Room 2. Biodiversity and Wildlife Conservation Working Group on Wednesday 8th March 2023 at Maxwell Charnley Room 3. Haughley Parish Council Meeting scheduled on Tuesday 21st March 2023 at Ron Crascall Pavilion at 7.00pm

Signed Chairman:

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28.	Members resolved 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. 1. Employment issues
	There being no further business, the meeting was closed at 21.03
<p>A copy of any reports or correspondence cited in the minutes can be made available from the clerk on receipt of written application</p> <p>clerk@haughleypc.co.uk</p>	

Signed Chairman:

Date: