

HAUGHLEY PARISH COUNCIL MEETING

Minutes of the Parish Council Meeting held on Tuesday 18th April 2023 the Ron Crascall Pavilion

Present	M Bloom, G Brown (Chairman), Mrs. J Day, A Flint, Mrs. T Shaw, T Sparkes, District Councillor Rachel Eburne, Mrs. C. Pizzey (Clerk) and 1 member of the public									
1.	Apologies for Absence <ol style="list-style-type: none"> 1. Apologies were received from G French, A Hannan, Mrs. Y Hannan, T Monaghan, District Councillor Keith Welham and County Councillor Andrew Stringer 2. The members accepted the apologies. 									
2.	Declarations of Interest There were no Declarations of Interest received.									
3.	Dispensations There were no requests for Dispensations received.									
4.	Minutes All Councillors confirmed receipt of the minutes. Mrs. T Shaw proposed to accept the minutes of 21 st March 2023 as a true record of the meeting and decisions made. Mrs. J Day seconded with all in favour.									
5.	Action log The Councillors noted the action log, and no comments were made. <table border="1" style="width: 100%; margin-top: 10px;"> <thead> <tr> <th style="width: 50%;">ACTION</th> <th style="width: 50%;">COMMENT</th> </tr> </thead> <tbody> <tr> <td>Junior Football Pitch</td> <td>Email from Bloor Homes to advise that the football pitch is too wet to start the stone burying and seeding. The intention is to start work by the end of April.</td> </tr> <tr> <td>SCC PROW Officer - upgrade of footpath and new footpath</td> <td>Ongoing</td> </tr> <tr> <td>Land adj. to The Cricket - register with Land Registry</td> <td>Ongoing</td> </tr> </tbody> </table>		ACTION	COMMENT	Junior Football Pitch	Email from Bloor Homes to advise that the football pitch is too wet to start the stone burying and seeding. The intention is to start work by the end of April.	SCC PROW Officer - upgrade of footpath and new footpath	Ongoing	Land adj. to The Cricket - register with Land Registry	Ongoing
ACTION	COMMENT									
Junior Football Pitch	Email from Bloor Homes to advise that the football pitch is too wet to start the stone burying and seeding. The intention is to start work by the end of April.									
SCC PROW Officer - upgrade of footpath and new footpath	Ongoing									
Land adj. to The Cricket - register with Land Registry	Ongoing									

Signed Chairman:

Date:

Posts Project (Consultation)	Ongoing
Village Maintenance Programme	Work still to complete: White railings
Quote for Signs for The Cricket	Ongoing
Consultation SCC Haughley Green traffic calming	Awaiting report from SCC Community officer
Contact Bellway and start legal procedure for Wildflower meadow	Ongoing
King George V Play Equipment Refurbishment	Work completed
Greens Policy - second draft	Ongoing
Application made to SCC for installation of EV Charge Points at the Pavilion Car Park	Ongoing
Solar post for VAS sign for Haughley (S106 contribution Bloor)	Site suitability application made
Quote for additional VAS device	Device delivered
Registers pockets of land in the Parish	Ongoing
Arrange date for GW site meeting with Council members	Tuesday 23 rd May 2022
Request letter from ANPR Officer regarding the location of the post	Email sent to Bellway Homes
Proposal Email group residents	On going
Proposal for public event community broadband	On going
Report on WG for 4g pitch	Wait until New Council formed
Purchase plaque for 10th Anniversary of Haughley Hagenah Morris Men	Ordered
Sign at Folly	Awaiting quote
Bus service 384 & 385 - confirm attendance at meeting	Awaiting date for meeting
Dog and Litter bin Proposal	Agenda Item
Arrange meeting with contractor A14 Concrete works	Email sent and wating New Council
Letter to resident regarding Parking issues	Email sent
Join Newest Greenest County Communities	Subscription complete

Signed Chairman:

Date:

	Network	
6.	<p>Public Forum:</p> <p>A resident reported concerns of the proposed junior football pitch at Bloor Homes and what they have prepared is full of bricks and stones. A resident reported that the trees planted on the Bloor Homes development have all died and they should be replaced, dog poo is becoming an issue in the parish and suggested that the Parish Council writes something for the Haughley and Wetherden Parish News and as the Chairman of the Bio Diversity WG addressed the Council regarding the no mow area that is proposed on the agenda. The clover and buttercups are unlikely to grow higher than 4” and this area is important area for bees and butterflies. May and June are the best months for bees and butterflies to use this area.</p>	
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>	
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 introduced Janet Pearson who is standing as District Councillor at the Election.</p> <ol style="list-style-type: none"> 1. Pre-Election Period: There will be no Cabinet or Full Council meetings until after the elections on 4 May. Regulatory Committee meetings, such as Development Control, will be held. 2. JLP Sessions: The Part 1 stage of the Joint Local Plan is out for consultation. The Joint Local Plan was, at the Planning Inspectors’ direction, split into two parts – Part 1 contains local policies and Part 2 the housing distribution policies and allocations. It is expected that Part 1 will be adopted sometime in late summer or early autumn. Work continues on Part 2 as the Planning Inspectors have noted that Mid Suffolk already has all the housing requirements (amounts of planning permissions and planned sites) to fulfil the plan’s time scale. Adoption of this is not expected until end of 2025 and we will have further updates on this in due course. The Council recently held briefings separately for members and Neighbourhood Plan groups on this. Currently, for Haughley, the Neighbourhood Plan remains the most up to date planning document for any planning application to be decided against. 	

Signed Chairman:

Date:

	<p>3. Local Planning Issues: The work for the crossing at Crawford's Primary School, as associated with the Bloor Homes development, has now been completed.</p>
9.	<p>Planning</p> <p>1. Councillors to review and approve a response to the following planning applications: DC/23/01467 - Proposal: Householder Application - Construction of 12no solar panels to rear garage/office roofs. Location: 16 Old Street, Haughley, IP14 3NX. A Flint proposed that the Parish Council SUPPORTS the application. Mrs. J Day seconded with all in favour.</p> <p>2. Councillors noted the following decisions had been issued by Mid Suffolk District Council: DC/23/00290 - Proposal & Location of Development: Application under S73a for Removal or Variation of Conditions following grant of Planning Permission DC/22/02822 dated 27/07/2022 Erection of 1No dwelling and associated cartlodge including creation of a new vehicular access on the land adjacent Fieldwood House. Town and Country Planning Act 1990 (as amended) - To vary Condition Number 2 (Approved Plans and Documents) Revisions to improve access from highway and on site turning as per revised drawings. Fieldwood House, Haughley Green, Haughley, Stowmarket Suffolk .IP14 3RQ. Planning permission has been GRANTED DC/23/00588 - Proposal & Location of Development: Application for Listed Building Consent - Reinstatement of internal partition and erection of new separating wall between kitchen and store. Old Counting House Restaurant, 6 - 8 Old Street, Haughley, Stowmarket Suffolk IP14 3NT. Listed Building Consent was GRANTED</p> <p>3. Councillors agreed that no response is made to the public consultation of the proposed Main Modifications to the JLP and Policies Map Changes.</p>
10.	<p>Biodiversity and Wildlife Conservation Working Group</p> <p>Mrs. T Shaw proposed that the Parish Council agrees the proposal that no cuts are made to The Green from 16 – 22 Old Street during the months of May and June to allow the clover to flower to produce nectar for the bees and other insects and the first cut to be carried out before the 1173 event. Mrs. J Day seconded with all in favour.</p>
11.	<p>Additional Dog and Litter bin</p> <p>Mrs. T Shaw proposed that the Parish Council agrees a budget of £1,000 for the purchase and</p>

Signed Chairman:

Date:

installation of additional dog and litter bins at Grainge Road/Castle Rise, Steggall Road, Haughley New Street and Ladybirds and this is funded via Parish CIL. A Flint seconded with all in favour.

12. Parish Council Policies Review 2023

1. Councillors noted that the following policies have been reviewed and approved unchanged as no updates are required.

	ADOPTED	MEMBER	REVIEWED
Employment			
Employee Privacy Notice (V1.0)	19.06.18	TS	16.03.23
Grievance Policy (V1.1)	04.05.21	TS	16.03.23
Sickness Absence Policy (V1.0)	17.09.19	CP	05.04.23
Training and Development (V1.1)	04.05.21	CP	05.04.23
Policies			
Anti-Harassment Policy (V1.0)	22.06.21	CP	05.04.23
CIL Grant Awarding Policy (V1.1)	20.07.21	TS	16.03.23
Complaints Procedure (V1.1)	04.05.21	TS	16.03.23
Environment Policy (V1.0)	22.06.21	TS	16.03.23
Equality Statement (V1.1)	16.03.21	GF	02.04.23
Grant Policy (V1.1)	15.12.20	GF	02.04.23
Media Policy (V1.1)	16.03.21	GF	02.04.23
Social Media Policy (V1.0)	18.10.22	JD	02.04.23
Volunteer Policy (1.0)	15.10.19	JD	02.04.23
Whistle Blowing Policy (V1.0)	22.06.21	MB	05.04.23
GDPR			
Data Protection Policy (V1.1)	16.03.21	MB	05.04.23
Other			
Co-option Procedure (V1.1)	15.10.2019	CP	05.04.23
PIIP Procedure (V1.1)	19.03.22	CP	05.04.23
Reporting at meetings (V1.1)	15.10.19	CP	05.04.23

2. G Brown proposed that the Parish Council adopts the amendments to the following policies:

Signed Chairman:

Date:

	<p>a) Health & Safety Policy V1.1</p> <p>b) Safeguarding Policy V1.1</p> <p>c) Consent Form V1.1</p> <p>Mrs. J Day seconded with all in favour.</p>																																
13.	<p>Accounts 2022-23</p> <ol style="list-style-type: none"> G Brown proposed that the Parish council approves the budget to actual for the year ending 31st March 2023. A Flint seconded with all in favour. G Brown proposed that the Parish Council approves the annual return figures for the year ending 31st March 2023 and explanation of variances. A Flint seconded with all in favour. G Brown proposed that the Parish Council approves the Statement of Accounts for Haughley Parish Council for the year ending 31st March 2023. Mrs. T Shaw seconded with all in favour. G Brown proposed that the Parish Council approves the Statement of Reserves for the year ending 31st March 2023. A flint seconded with all in favour. G Brown proposed that the Parish Council approves the asset register for the year ending 31st March 2023. A Flint seconded with all in favour. G Brown proposed that the Parish Council approves the MSDC CIL report for 2022-23. A Flint seconded with all in favour. 																																
14.	<p>Finance:</p> <ol style="list-style-type: none"> The Council confirmed receipt of the finance report for March 2023 prior to the meeting including, Bank Reconciliation, Budget to Actual, Reserves, since the last meeting. No questions or comments were made. Councillors noted the receipts received since last meeting: <table border="1" data-bbox="424 1585 1366 1906"> <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>£ 14,808.09</td> </tr> <tr> <td>Cleansing Grant</td> <td>BACS</td> <td>MSDC</td> <td>£ 617.50</td> </tr> <tr> <td>Misc.</td> <td>BACS</td> <td>PFC</td> <td>£ 305.57</td> </tr> <tr> <td>Grant Kings Coronation</td> <td>BACS</td> <td>Lottery Find</td> <td>£ 1,850.00</td> </tr> <tr> <td>Interest</td> <td>BACS</td> <td>Barclays deposit</td> <td>£ 380.10</td> </tr> <tr> <td>Interest</td> <td>BACS</td> <td>Nationwide</td> <td>£ 1,420.35</td> </tr> <tr> <td colspan="3"></td> <td>£ 19,381.61</td> </tr> </tbody> </table> Councillors confirmed the April payments: 	Receipts	Cheque / BACS / SO		Total	VAT	BACS	HMRC	£ 14,808.09	Cleansing Grant	BACS	MSDC	£ 617.50	Misc.	BACS	PFC	£ 305.57	Grant Kings Coronation	BACS	Lottery Find	£ 1,850.00	Interest	BACS	Barclays deposit	£ 380.10	Interest	BACS	Nationwide	£ 1,420.35				£ 19,381.61
Receipts	Cheque / BACS / SO		Total																														
VAT	BACS	HMRC	£ 14,808.09																														
Cleansing Grant	BACS	MSDC	£ 617.50																														
Misc.	BACS	PFC	£ 305.57																														
Grant Kings Coronation	BACS	Lottery Find	£ 1,850.00																														
Interest	BACS	Barclays deposit	£ 380.10																														
Interest	BACS	Nationwide	£ 1,420.35																														
			£ 19,381.61																														

Signed Chairman:

Date:

G Brown proposed that the Parish Council accepts the payments. Mrs. T Shaw seconded with all in favour.

Expenditure		Net	VAT	Total
General Exp.	Claire Pizzey	£ 54.65		£ 54.65
Communication	Fax Base	£ 30.00	£ 6.00	£ 36.00
Communication	Suffolk.Cloud	£ 120.00		£ 120.00
CIL	ElanCity	£ 2,250.00	£450.00	£ 2,700.00
CIL	ElanCity	£4,500.00	£900.00	£5,400.00
Haughley Castle	Flying Colours Ent	£ 1,375.00	£275.00	£ 1,650.00
B&WC	A Faires	£ 23.95		£ 23.95
Gallowsfield Wood	S P Trees	£ 525.00		£ 525.00
Kings Coronation	Copy Centre	£ 200.00		£ 200.00
CIL	Town & Village	£ 1,350.00		£ 1,350.00
Subscription	SALC	£ 619.50		£ 619.50
Haughley Castle	Suffolk County Council	£50.00		£50.00
Wages	Claire Pizzey	£ 722.60		£ 722.60
Wages	Katie Power	£ 332.85		£ 332.85
		£12,153.55	£1,631.00	£13,784.55

15. Clerk's Report

Councillors noted receipt of the Clerk's Report.

16. Councillors Reports

A Flint reported that the new speed indicator signs have been up a month and are achieving what was requested and vehicles are slowing down. T Shaw reported that the Playing Field Committee continue to meet to discuss the Pavilion future and residents had advised that dogs had been seen inside the fencing of the play equipment and "No Dogs Allowed" signs will be ordered. G Brown reported that the Gallowsfield Wood Working Group have finished the tree work for the session and the Biodiversity and Wildflower Working Group meet to for wildflower seeding and tree planting around the playing field.

17. Correspondence

Signed Chairman:

Date:

	<p>Councillors noted the correspondence already circulated and considered the following action:</p> <ol style="list-style-type: none"> 1. Resident – Calming measures for Steggall Road: It was agreed to respond to the resident to advise that no calming measure are being considered for this area. 2. Allotment tenant – Concerns about wood chippings, unused plots & rabbit, and deer fencing. A response will be made to advise that once the new council is in post a meeting at the allotments will be arranged. 3. Resident – Traffic speeding through village. A Flint reported that a response had been made to the resident. 4. MSDC – Update on nominations for local election and issue when issuing the statement of persons nominated on the website. 5. MSDC – New grants available for charities and community groups. 6. Resident – New site for a parish Noticeboard. The Parish Council agreed that no further noticeboard was required.
20.	<p>Date of next meeting:</p> <ol style="list-style-type: none"> 1. Biodiversity and Wildlife Conservation Working Group on Wednesday 10th May 2023 at Maxwell Charnley Room at 7.00pm 2. Haughley Neighbourhood Plan Review Working Group on Monday 15th May 2023 at Maxwell Charnley Room at 7.15pm 3. Haughley Parish Council Meeting scheduled on Tuesday 16th May 2023 at Ron Crascall Pavilion at 7.00pm
	There being no further business, the meeting was closed at 20.09
<p style="text-align: center;">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 style="text-align: center;">clerk@haughleypc.co.uk</p>	

Signed Chairman:

Date: