

HAUGHLEY PARISH COUNCIL MEETING

Minutes of the Parish Council Meeting held on Tuesday 19th December 2023 the Ron Crascall Pavilion

Present	M Bloom, G Brown (Chairman), Mrs. J Day, A Flint, Mrs. A Pepper, T Sparkes, Mrs. T Shaw, Mrs. Y Tricker, County Councillor Andrew Stringer, District Councillor Rachel Eburne, County, Mrs. C Pizzey (Clerk) and 1 member of the public.										
1.	<p>Apologies for Absence</p> <p>Apologies for absence were received from Mrs. S Swinge.</p> <p>The members accepted the apologies.</p>										
2.	<p>Declarations of Interest</p> <p>G Brown, Mrs. A Pepper, Mrs. T Shaw & Mrs. Y Tricker declared an interest in item 13.3 as members of the Haughley and Wetherden Twinning's Association.</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. Mrs. T Shaw proposed to accept the minutes of 21st November 2023 as a true record of the meeting and decisions made. Mrs. A Pepper 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>On going</td> </tr> <tr> <td>SCC PROW Officer - upgrade of footpath and new footpath</td> <td>On going</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>Consultation to be written</td> </tr> </tbody> </table>	ACTION	COMMENT	Junior Football Pitch	On going	SCC PROW Officer - upgrade of footpath and new footpath	On going	Land adj. to The Cricket - register with Land Registry	Ongoing	Posts Project (Consultation)	Consultation to be written
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	Quote for Signs for The Cricket	Request to be made to the Maintenance Officer to look at the signs and advise
	Consultation SCC Haughley Green traffic calming	Awaiting report from SCC Community officer
	Contact Bellway and start legal procedure for Wildflower meadow	On going
	Greens Policy - second draft	On going
	Application made to SCC for installation of EV Charge Points at the Pavilion Car Park	Application in progress
	Registers pockets of land in the Parish	On going
	Proposal Email group residents	On going
	Proposal for public event community broadband	On going
	Report on WG for 4g pitch	Ongoing
	Haughley Green - Slow horse signs	Email sent to Andrew Stringer
	Gateway Haughley New Street	Signs received meeting arranged with contractor for January 2024 to discuss location
	Application to move Solor post HNS	Application is in the list of schemes to be ordered.
	Allotments – Quote for replacement gate	Completed
	Allotment – Purchase chain and lock	
	Agree date with adjoining parishes for meeting	Meeting arranged for January 2024
	Contact Diaper Poultry	Diapers have agreed the location and costs are being sourced.
	Arrange meeting with Suffolk Highways Community Self Help Officer for HNS	On going
	Arrange Litter pick for Haughley Green	January agenda
	Article for Parish magazine – damaged equipment during traffic count	Completed
	Repair shed roof	Handyman has agreed to carry out the work

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	Tidy allotment carpark	It was agreed that the Clerk contacts John Sisks to ask if they can assist in the upgrade of the car park on behalf of the Parish Council	
6.	<p>Public Forum</p> <p>A resident representing the WI spoke about the grant application request to reform the Evergreen Group and advised that an Abba Night fundraiser is booked on 13th April 2024.</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. County Councillor Andrew Stringer highlighted:</p> <ul style="list-style-type: none"> • Extra £10m Investment in Residential Roads: At Cabinet on Tuesday 7 November, the County Council heard the details of the council's additional £10m investment in resurfacing urban and residential roads, which was announced in May after the local elections. • Flooding Investigations and Repairs: Following the recent Storm Babet flooding around the county, Suffolk County Council teams have pumped away 4.7m litres of water, cleared 8,412 drains of storm debris and removed over 100 trees blocking roads. In addition to this, as the lead local flood authority, Suffolk County Council has a duty to investigate the causes of flooding and take action to prevent future floods, and have announced that £1m will be spent on investigating the Storm Babet flooding and improving the county's resilience for further storms and excess rainfall. • Suffolk Adult Care Rated Good: Suffolk County Council's adult social services were inspected by the Care Quality Commission (CQC) in August and September, and the judgement is that services are good, with strengths in safeguarding, leadership, use of digital technologies and the way SCC works with other local partners to provide care. Areas for improvement included equity in experiences and outcomes, and gaps in dementia and nursing care provision. Delays in getting through to the Customer First phonenumber – the main first point of contact for social care – were also highlighted for improvement. 		
8.	<p>To receive written reports for information only from District Councillors Rachel Eburne & Janet Pearson</p>		

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	<p>The members confirmed receipt of the report prior to the meeting. District Council Rachel Eburne highlighted:</p> <ul style="list-style-type: none"> • Home insulation: The <i>Cosy Homes</i> initiative has been launched with a £2 million fund. Eligible households can apply for free energy efficiency measures in their own homes, including if privately rented. A contractor has been secured to deliver this programme and they have been able to access further grant funding to contribute to this scheme. Full details to be available via www.midsuffolk.gov.uk • Energy efficiency improvements for listed buildings: It is currently very difficult to retrofit listed buildings so the Council is looking to help with this. Mid Suffolk is consulting on proposals to put in place a Local Listed Building Consent Order to enable owners of listed buildings to improve the energy efficiency of them. If ultimately agreed, this will safeguard our valuable heritage assets but streamline the process for approving balanced and sensitive energy efficiency improvements. The consultation is currently open via www.midsuffolk.gov.uk
9.	<p>Planning</p> <ol style="list-style-type: none"> 1. Councillors to review and approve a response to the following planning applications: DC/23/05654 - Proposal: Application to determine if Prior Approval is required for a proposed Change of Use of Agricultural Buildings to Dwellinghouses (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 to form 1No dwelling. Location: Old Hall Farm, Haughley Green, Haughley, Stowmarket Suffolk IP14 3RR. G Brown proposed that the Parish Council comments on the application to note that the Parish Council are aware that the application is a permitted development but it is contrary to the Neighbourhood Plan. Mrs. T Shaw seconded with all in favour. 2. Councillors noted that no decisions had been issued by Mid Suffolk District Council.
10.	<p>Traffic Count</p> <p>Councillors noted the results of the November traffic Count and no comments were made. County Councillor Andrew Stringer agreed to forward the data to Suffolk Highways and Highways England.</p>
11.	<p>Haughley Railway junction upgrade</p>

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	Councillors noted receipt of the information on the planned upgrade of Haughley Railway Junction.
12.	<p>Playing Field Committee</p> <p>G Brown proposed that the Parish Council agrees the request of £2,000 from the Playing Field Committee for a contribution towards the Electrical Conditioning Works. M Bloom seconded and all were in favour.</p>
13.	<p>Grant Funding</p> <p>Councillors noted the following grant applications for funding during 2024-25:</p> <ol style="list-style-type: none"> 1. Mrs. T Shaw proposed that the Parish Council requests that the Haughley Village Hall Management Committee submits a Parish CIL application of £2,000 for the New Front Door. G Brown seconded with all in favour. 2. G Brown proposed that the Parish Council agrees the grant funding request from Haughley WI of £250 to start up for the return of Evergreen a club for the over 70's. Mrs J Day seconded with all in favour. 3. A Flint proposed that the Parish Council rejects the grant funding request of £3,000 for Haughley and Wetherden Twinning Association as a contribution towards the hosting of the twinned French families visiting during 2024 and return visit and agrees a £500 grant funding towards the application for a civic reception open to all residents. T Sparkes seconded with all in favour. G Brown, Mrs. A Pepper, Mrs. T Shaw & Mrs. Y Tricker abstained. 4. A Flint proposed that the Parish Council agrees the grant funding request from Haughley and Wetherden Parish News Of £700 for printing costs. Mrs J Day seconded with all in favour. 5. A Flint proposed that the Parish Council agrees the grant funding request from Haughley Royal British Legion of £300 for D-Day celebrations in 2024. M Bloom seconded with all in favour. 6. G Brown proposed that the Parish Council agrees the grant funding request from the Playing Field Committee of £6,000 for running cost of the Pavilion throughout 2024-25. Mrs T Shaw seconded with all in favour. 7. Mrs. T Shaw proposed that the Parish Council accepts the grant funding request from Haughley PCC of £500 for a contribution towards insurance costs. A Flint seconded with all in favour.

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14.

Budget 2024-25

1. G Brown proposed that the Parish Council agrees the budget request of £778.00 from Haughley Parish in Bloom Working Group. A Flint seconded with all in favour.
2. The Clerk reported that indicative tax base figures have been received from MSDC. They have confirmed that although they do not anticipate any significant changes, they will confirm the Final Tax Base early January 2024. G Brown proposed that the Parish Council sets Band D at £82.56 with a 1% increase and a total precept of £58,554.00 for the year 2024-25 subject to no change in the tax base figures. Mrs. T Shaw seconded with all in favour.

Haughley Parish Council**Budget
2024/25**

Income	Actual 2022/23	Budget 2023/24	Forecast year End	Budget 2024/25
Allotments	£ 516.00		£ 518.00	£ 518.00
Gallowsfield Wood Reserve	£ 2,075.00		£ 1,800.00	
Donation	£11,000.00			
Grants	£12,789.00		£64,485.42	
Haughley Castle Reserve			£ 3,494.00	
Interest	£ 2,074.44	£ 60.00	£ 2,200.00	£ 1,000.00
Misc.	£ 628.31	£ 2,500.00	£ 500.00	£ 500.00
Precept	£49,442.00	£58,557.00	£58,557.00	£ 58,554.00
Street Cleaning	£ 2,470.00	£2,683.20	£ 2,683.20	£ 2,974.40
VAT	£21,401.61		£32,000.00	
TOTAL:	£102,396.36	£63,800.20	£166,237.62	£ 63,546.40

£

CIL Expenditure £ 187,939.02 5,846.76

Expenditure	Actual 2022/23	Budget 2023/24	Forecast year End	Budget 2024/25
Allotment Reserve	£141.45		£ 1,286.00	£ 518.00
Audit costs	£1,250.00	£ 1,290.00	£ 1,070.00	£ 1,290.00
Bio Diversity & Wildflower Reserve	£222.94		£ 200.00	£
Christmas Tree Event	£503.22	£ 500.00	£ 500.00	£ 500.00
Clock Maintenance	£100.00	£ 200.00	£ 100.00	£ 200.00
Communication	£325.00	£ 1,000.00	£ 500.00	£ 1,000.00
Depreciation and Replacement of Assets	£4,560.29	£ 2,000.00	£ 2,000.00	£ 2,000.00
Donations	£350.00	£ 350.00	£ 350.00	£ 350.00

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			£ 3,355.93	£ 180.94	£						
	Election				-						
	Footpath, Tree and Ditch	£2,165.00	£ 4,100.00	£ 4,100.00	£ 2,000.00						
	Gallowsfield Wood Reserve	£1,019.87	£ 750.00	£ 750.00	£ 900.00						
	General Expenses	£1,433.39	£ 1,248.00	£ 1,248.00	£ 1,248.00						
	Grant - PCC	£750.00	£ 500.00	£ 500.00	£ 500.00						
	Grant - PFC	£3,000.00	£ 3,000.00	£ 3,000.00	£ 6,000.00						
	Grant - H&WPN	£690.00	£ 700.00	£ 700.00	£ 700.00						
	Grant - Haughley Twinings				£ 500.00						
	Grant - RBL	£50.00	£ 50.00	£ 50.00	£ 350.00						
	Grant - WI (Evergreens Project)				£ 250.00						
	Grass cutting	£1,891.92	£ 2,782.00	£ 2,930.00	£ 3,135.00						
	Haughley Castle Reserve			£ 7,506.00							
	Haughley In Bloom Reserve	£521.42	£ 695.00	£ 1,500.00	£ 778.00						
	Insurance	£3,345.77	£ 3,506.00	£ 3,014.96	£ 3,025.00						
	Kings Coronation Reserve	£122.00		£ 2,451.00							
	Operation London Bridge	£120.00									
	NP Review Reserve	£2,025.40	£ 1,900.00	£ 150.00							
	Pavilion Reserve		£ 2,000.00	£ 2,000.00	£ 2,000.00						
	Protection of Village Green	£9,961.60									
	PWLB Loan	£3,985.68	£ 3,986.00	£ 3,986.00	£ 3,986.00						
	Pyramid Builders Grant		£ 2,500.00	£							
	Queens Platinum Jubilee	£2,490.45									
	Recruitment of Councillors	£346.63									
	Salaries	£14,753.28	£14,291.00	£ 15,481.00	£ 16,741.00						
	Street Cleaning	£1,028.98	£ 1,391.00	£ 1,415.00	£ 2,139.00						
	Street Lighting	£3,795.45	£ 3,900.00	£ 3,900.00	£ 3,900.00						
	Subscription/Training	£1,192.85	£ 2,000.00	£ 1,100.00	£ 2,000.00						
	Traffic Count	£2,265.81	£ 4,033.00	£ 4,033.00	£ 4,033.00						
	The Cricket Reserve	£1,577.18	£ 1,000.00	£ 1,000.00	£ 1,000.00						
	The Cricket Play Area Reserve			£ 72,000.00							
	Village Maintenance	£4,701.77	£ 2,000.00	£ 2,000.00	£ 2,500.00						
	VAS Reserve			£ 2,250.00							
	VAT	£21,667.38		£ 32,000.00							
	TOTAL:	£92,354.73	£65,027.93	175,251.90	£ 63,543.00						
	CIL	£114,643.07		£85,676.00							
15.	<p>Finance:</p> <p>1. The Council confirmed receipt of the finance report for November 2023 prior to the meeting including, Bank Reconciliation, Budget to Actual, Reserves, since the last meeting. No questions or comments were made.</p> <p>2. Councillors noted the receipts received since last meeting:</p> <table border="1" data-bbox="459 1944 1331 1995"> <thead> <tr> <th>Receipts</th> <th>Cheque / BACS / SO</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>					Receipts	Cheque / BACS / SO	Total			
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Castle Tickets	BACS	Various	£ 540.00
Street Cleaning Grant	BACS	MSDC	£ 677.30
Allotment	BACS	Various	£ 126.00
VAT	BACS	HMRC	£ 19,125.12
Gallowsfield Wood	BACS	Foxglove Nursery	£ 180.00
			£ 20,648.42

3. Councillors confirmed the December payments:

Expenditure		Net	VAT	Total
General Exp.	Claire Pizzey	£ 101.93	£ 7.49	£ 109.42
Village Maintenance	P Garrord	£ 249.00		£ 249.00
HIB	Y Tricker	£ 10.00		£ 10.00
Allotment	Wave	£ 11.68		£ 11.68
CIL	Glasdon	£ 4,023.12	£ 804.62	£ 4,827.74
Training	SALC	£ 60.00	£ 12.00	£ 72.00
Subscription	SLCC	£ 114.50		£ 114.50
Donation	Citizen Advice	£ 300.00		£ 300.00
CIL	Suffolk County Council	£ 1,710.00		£ 1,710.00
CIL	Lucy Batchelor-Wylam	£ 3,075.00		£ 3,075.00
Xmas Tree Event	Rougham Estate	£ 155.93	£ 31.19	£ 187.12
Traffic Count	Capital Road Safety	£ 1,050.00	£ 210.00	£ 1,260.00
Village Maintenance	Lawes of Bacton	£ 36.67	£ 7.33	£ 44.00
Village Maintenance	Lawes of Bacton	£ 23.17	£ 4.63	£ 27.80
Allotment	W Jarvis	£ 400.00	£ 80.00	£ 480.00
General Exp	Bowls Club	£ 32.71		£ 32.71
Wages	HMRC	£ 744.58		£ 744.58
Wages	Claire Pizzey	£ 713.92		£ 713.92
Wages	Katie Power	£ 364.70		£ 364.70
		£ 13,176.91	£ 1,157.26	£ 14,334.17

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	<p>The Clerk reported that an additional payment of £32.71 had been added to the schedule for Haughley Bowls club for the purchase of a fire extinguisher for the Parish Council storage area. Mrs. T Shaw proposed that the Parish Council accepts the payments. M Bloom seconded with all in favour</p> <p>4. M Bloom proposed that the Parish Council dissolves the Kings Coronation and Haughley Castle Reserve and the monies to be transferred into the general reserve. T Sparkes seconded with all in favour.</p>
16.	<p>Clerks Report</p> <p>The members confirmed receipt of the report and no comments were made. The Chairman reported that following the SALC Conference he had attended the Community Climate Action Meeting at Thelnetham and would forward the information to the Bio-Diversity and Neighbourhood Plan Review Working Groups to consider next steps for the Parish Council.</p>
17.	<p>Councillors Issues</p> <p>A Flint reported that new batteries are needed for the non-solar speed devices and a request would be made at the January meeting. T Sparkes reported that The Green outside the Co-op is being churned up by lorries delivering to the shop. It was agreed to contact the Co-op and make them aware of the issue and ask them to encourage lorries not to park on The Green. Mrs. Y Tricker reported that the finger post on the footpath at Dagworth needs to be re-instated, a request to purchase 30mph signs to put on resident dustbins in Haughey New Street will be included on the January agenda and the landowner responsible for cutting the hedges in the village is keen to do the work but is unable to carry out the work while the roads are so busy.</p>
18.	<p>Correspondence</p> <p>Councillors noted the correspondence already circulated and considered the following action:</p> <ol style="list-style-type: none"> 1. Headway Suffolk – Donation: It was agreed that no donation is made. 2. MSDC – Update on flood support payments: Information only. 3. Resident – The Cricket Haughley weeds and ivy growing up fence panels: It was agreed to respond to the resident to advise that the Parish Council are unable to assist with individual property boundaries as this is a nature conservation area. 4. MSDC – Briefing notes for Town and Parish Councils: Information only.

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	<p>5. Richard Brown Planning – Promotors of land north of Fishponds Way request for meeting: It was agreed that the Chairman, Clerk and District Councillor would meet with the promotors.</p> <p>6. MSDC – Call for land to help support nature recovery: Information only.</p> <p>7. MSDC – Annual price increase for litter and dog bin emptying services: Information only.</p> <p>8. Resident – Safety of pedestrians using road to that runs through Haughley Green: The Chairman reported that advise is being sought by the County Councillor.</p>
<p>19.</p>	<p>Date of next meeting:</p> <ol style="list-style-type: none"> 1. Bio-Diversity and Wildflower Working Group scheduled for Monday 15th January 2024 at Maxwell Charnley Room at 7.00pm 2. Haughley Parish Council Meeting scheduled on Tuesday 16th January 2024 at Ron Crascall Pavilion at 7.00pm
	<p>There being no further business, the meeting was closed at 20.34</p>
<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 style="text-align: center;">clerk@haughleypc.co.uk</p>	

Signed Chairman:

Date: