

HAUGHLEY PARISH COUNCIL MEETING

Minutes of the Parish Council Meeting held on Tuesday 20th June 2023 the Ron Crascall Pavilion

Present	M Bloom, G Brown (Chairman), Mrs. J Day, A Flint, Mrs. Y Hannan, Mrs. A Pepper, Mrs. T Shaw, T Sparkes, Mrs. Y Tricker, District Councillor Rachel Eburne, District Councillor Janet Pearson, County Councillor Andrew Stringer, Mrs. C. Pizzey (Clerk) and 3 members 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>Resignation</p> <p>The Chairman reported that a letter of resignation had been received from Alf Hannan. The Chairman thanked Alf for his contribution to the Parish and the many projects he successfully oversaw.</p>						
3.	<p>Declarations of Interest</p> <p>There were no Declarations of Interest received.</p>						
4.	<p>Dispensations</p> <p>There were no requests for Dispensations received.</p>						
5.	<p>Minutes</p> <p>All Councillors confirmed receipt of the minutes. A Flint proposed to accept the minutes of 16th May 2023 as a true record of the meeting and decisions made. Mrs. J Day seconded with all in favour.</p>						
6.	<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 style="width: 40%;">COMMENT</th> </tr> </thead> <tbody> <tr> <td>Junior Football Pitch</td> <td>Awaiting Site meeting to discuss the area</td> </tr> <tr> <td>SCC PROW Officer - upgrade of footpath and new footpath</td> <td>Ongoing</td> </tr> </tbody> </table>	ACTION	COMMENT	Junior Football Pitch	Awaiting Site meeting to discuss the area	SCC PROW Officer - upgrade of footpath and new footpath	Ongoing
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Land adj. to The Cricket - register with Land Registry	Ongoing
Posts Project (Consultation)	WG meeting held 14 th June – notes will be available at the July meeting
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	Agenda item
Greens Policy - second draft	Ongoing
Application made to SCC for installation of EV Charge Points at the Pavilion Car Park	On going
Solar post for VAS sign for Haughley (S106 contribution Bloor)	Site agreed awaiting install date from SCC
Registers pockets of land in the Parish	Ongoing
Arrange date for GW site meeting with Council members	Site meeting at Gallowsfield Wood completed
Request letter from ANPR Officer regarding the location of the post	Letter from ANPR Officer sent to Bellway Homes to action change of post to Solar unit
Proposal Email group residents	On going
Proposal for public event community broadband	On going
Report on WG for 4g pitch	Ongoing
Sign at Folly	Sign ordered
Bus service 384 & 385 - confirm attendance at meeting	Contact was made with the Woolpit Clerk who advised that only 2 Clerks had accepted the offer for a further meeting.
Dog and Litter bin Proposal	Bins to be ordered once Maintenance Officer is in post
Arrange meeting with contractor A14 Concrete	Email sent and wating New Council

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	works	
	Update website with statutory information	Completed
	Update website with reviewed Risk Assessments	Completed
	Haughley Green - Slow horse signs	
	No glass signs for play area	Completed
	Respond to Resident – Traffic Fishponds Way	Completed
	Respond to Suffolk Tree Warden	A new date was agreed for the end of July
	Respond to Lion Club	Completed
	Parking Control Notices - MSDC	
7.	<p>Casual Vacancy</p> <p>The Clerk reported that she had received two requests from Alison Pepper and Yvonne Tricker to join the Parish Council. M Bloom proposed that Alison Pepper and Yvonne Tricker are co-opted onto the Council. Mrs. Y Hannan seconded with all in favour. The declaration form was signed, and Alison Pepper and Yvonne Tricker joined the Council.</p>	
8.	<p>Public Forum</p> <p>A resident thanked the Parish Council for agreeing to leave a section of the village Green uncut for an additional 4 weeks to allowing wildflowers and plants to flourish for insects and wildlife.</p>	
9.	<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"> 1. Suffolk County Councils energy and infrastructure Policy: The decision to adopt the Energy Infrastructure Policy by the Cabinet in February 2021 required that a review of the Policy was undertaken after two years, and this was discussed at Cabinet on 16 May. The following changes were proposed: to expand the scope of the policy to cover water resource infrastructure, including, but not limited to reservoirs, pipelines, and desalination plants, and to make modifications to the policy wording to ensure that it is up to date and robust. The policy was also renamed the Energy and Climate Adaptive Infrastructure Policy. 2. Investment of £10m announced for potholes on minor roads: The Council confirmed that £10m would be set aside to be spent over the next 20 months on the surfaces of 	

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	<p>smaller, local roads where people live, in partnership with Milestone, the new highways contractor.</p> <p>3. Haughley New Street: The site visit with the Community Highways Engineer highlighted the issues the area is under. Since the meeting a proposed signs and lines plan has been received and Councillor Stringer has requested a costing for this as a matter of urgency. They also looked at the “trenches” and discovered this issue is caused by the entire road profile is mis-shaped. This is likely to result in the road being renewed.</p>
<p>10.</p>	<p>To receive written reports for information only from District Councillors Rachel Eburne & Janet Pearson</p> <p>The members confirmed receipt of the report prior to the meeting.</p> <p>1. Locality budget: The Locality Grants are now available and the District Councillors will have £14,700 between us to allocate to local groups and organisations for projects in the communities across Wetherden, Haughley, Old Newton and Stowupland.</p> <p>2. Anglian Water: MSDC have been working with residents of Bloor Homes as Anglian Water have not been considering the attenuation ponds and soak aways that are part of the new developments and this should be reflected in household’s bills. This has been a difficult issue to investigate as the Councillors are not residents. They have alerted people living on the Bloor Developments and those that are aware of the issue are successfully getting discount on these utility bills.</p>
<p>11.</p>	<p>Planning</p> <p>1. Councillors to review and approve a response to the following planning applications:</p> <p>DC/23/02393 - Proposal: Notification of Works to Trees in a Conservation Area - Crown lift 1No. Yew (T2) to 2.5m above ground level over the footpath and 5 metres above ground level over the road. Location: The Vicarage, The Folly, Haughley, Stowmarket Suffolk IP14 3NS. The Chairman proposed that the Parish Council SUPPORTS the application. Mrs. Y Hannan seconded and all were in favour.</p> <p>DC/23/02379 - Proposal: Listed Building Consent - Remove falling lime plaster to south facing gable end, repair underlying timber frame as required and re render in lime plaster, to match existing. Location: Kings Arms, 3 Old Street, Haughley, Stowmarket Suffolk IP14 3NT. The Chairman proposed that the Parish Council SUPPORTS the applications. Mrs. T Shaw seconded with all in favour.</p>

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	<p>2. Councillors note the decisions issued by Mid Suffolk District Council</p> <p>DC/23/00978 - Proposal & Location of Development: Planning Application - Change of use of land to equestrian use Land Between Fieldwood House & Fox Cottage, Haughley Green, Haughley. Planning permission has been GRANTED.</p>
<p>12.</p>	<p>Haughley in Bloom</p> <p>Councillors confirmed receipt of the report.</p> <ol style="list-style-type: none"> 1. Mrs. Y Hannan proposed that the Parish Council engages with the Handyman to task him to carry out groundworks to enable the purchase and positioning of new containers. Mrs. T Shaw seconded with all in favour. 2. HiB proposed that the Parish Council reconsiders the adverse issues caused by the wilding of the Village Green in Old Street. It was agreed that a representative from the HiB Working Group is invited to the July Bio-Diversity & Wildflower Working Group meeting to discuss. 3. Councillors agreed with the proposal from HiB that the Parish Council continues to lobby the appropriate bodies to resolve current traffic issues, so that HiB can be relaunched with a new and revised planting scheme in Haughley New Street in 2024. It was agreed that the Handyman visits the site to look at the work required.
<p>13.</p>	<p>Transfer of a wild flower meadow from Bellway Homes to Haughley Parish Council</p> <p>Councillors noted the correspondence received from Bellway Homes whom had advised that it had become apparent that there are several issues which prevent the transfer of the wildflower meadow to the Parish. The definition of open space within the s106 encompasses the entire open space area and as such does not enable elements of the open space to be transferred to different entities. District Councillor Rachel Eburne had made a response as a recipient of the email and advised that a complaint will be made to the Management at Bellway Homes over the treatment of the Parish Council. It was agreed that the Clerk and Chairman make a response on behalf of the Parish Council.</p>
<p>14.</p>	<p>Traffic Count</p> <p>Councillors noted the data from the traffic count and agreed this is published to the residents via the H&W Parish News, Facebook, Parish Council website and the Parish website. The data will be shared with Wetherden Parish Council.</p>

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15.	<p>Traffic Officer</p> <p>Councillors noted the report from the Traffic Officer</p> <ol style="list-style-type: none"> 1. A Flint proposed that the Parish Council agrees that the 2 standard SIDs with battery power, one in HNS and one in HG are replaced with 2 new Solar SIDs. The Chairman seconded with all in favour. 2. A Flint proposed that the Parish Council agrees to purchase 2 additional solar SID devices, upgrade 2 posts to solar enabled and a battery charger at a cost of £5,740 to be funded by Parish CIL. The Chairman seconded with all in favour.
16.	<p>Haughley Joint Charity Representation</p> <p>Mrs. T Shaw proposed that Alf Hannan is appointed as representative to Haughley Joint Charities. A Flint seconded with all in favour.</p>
17.	<p>Haughley New Street</p> <p>Councillors discussed the correspondence received from residents of Haughley New Street. It was agreed that a meeting is set up with the residents of Haughley New Street, County Councillor Andrew Stringer, and representatives from the Parish Council to address the issues and consider outcomes. The Chairman proposed that a quote is sought for 2 village gateway welcome to signs at suitable positions coming in and out of Haughley New Street. Mrs. T Shaw seconded with all in favour.</p>
18.	<p>850th Anniversary of Haughley Castle Event</p> <p>Councillors noted the Budget, Grant funding applications and Event Management Plan. No comments were made.</p>
19.	<p>Christmas Light Event</p> <p>The members agreed a date of Saturday 2nd December for the Christmas Light Event. Mrs. T Shaw proposed a budget of up to £500 for the event. A Flint seconded with all in favour.</p>
20.	<p>AGAR 2022-23 – Annual Governance & Accountability Return</p> <ol style="list-style-type: none"> 1. Councillors reviewed the internal audit and noted the following recommendations: <ol style="list-style-type: none"> a. That the Council adopts a Reserve Policy 2. Councillors reviewed and agreed the responses to Section 1 of the AGAR for 2022-23.

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	<p>3. Councillors reviewed and approved Section 2 of the AGAR for 2022-23.</p>																																																																											
21.	<p>Quotes</p> <ol style="list-style-type: none"> 1. The Chairman proposed that the Parish Council accepts the quote from MPMIT Support of £335.89 for 2 years domain and email hosting of Haughley.pc.co.uk. Mrs. Y Hannan seconded with all in favour. 2. Mrs. Y Hannan proposed that the Parish Council agrees the quote from Proludic of £1,857.00 for the removal of the play equipment on The Cricket and this is added to the Parish CIL contribution for the project. Mrs. J Day seconded with all in favour. 																																																																											
22.	<p>Finance:</p> <ol style="list-style-type: none"> 1. The Council confirmed receipt of the finance report for May 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 no receipts had been received since last meeting: 3. Councillors confirmed the June payments: <table border="1"> <thead> <tr> <th>Expenditure</th> <th></th> <th>Net</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>General Exp.</td> <td>Claire Pizzey</td> <td>£ 57.05</td> <td></td> <td>£ 57.05</td> </tr> <tr> <td>Haughley Castle</td> <td>Copy Centre</td> <td>£ 200.00</td> <td></td> <td>£ 200.00</td> </tr> <tr> <td>Audit</td> <td>Heelis & Lodge</td> <td>£ 440.00</td> <td></td> <td>£ 440.00</td> </tr> <tr> <td>Web Hosting</td> <td>MPMIT Support</td> <td>£ 335.89</td> <td></td> <td>£ 335.89</td> </tr> <tr> <td>Hall Hire</td> <td>Haughley Village Hall</td> <td>£ 25.00</td> <td></td> <td>£ 25.00</td> </tr> <tr> <td>Traffic County</td> <td>Highway Safety Management</td> <td>£ 567.50</td> <td>£ 113.50</td> <td>£ 681.00</td> </tr> <tr> <td>General Exp.</td> <td>ICO</td> <td>£ 40.00</td> <td></td> <td>£ 40.00</td> </tr> <tr> <td>Allotment</td> <td>SP Trees</td> <td>£ 675.00</td> <td></td> <td>£ 675.00</td> </tr> <tr> <td>Haughley Castle</td> <td>H&WPN</td> <td>£ 122.30</td> <td></td> <td>£ 122.30</td> </tr> <tr> <td>Allotment</td> <td>WAVE</td> <td>£ 71.31</td> <td></td> <td>£ 71.31</td> </tr> <tr> <td>PAYE</td> <td>HMRC</td> <td>£ 601.92</td> <td></td> <td>£ 601.92</td> </tr> <tr> <td>Wages</td> <td>Claire Pizzey</td> <td>£ 722.60</td> <td></td> <td>£ 722.60</td> </tr> <tr> <td>Wages</td> <td>Katie Power</td> <td>£ 338.65</td> <td></td> <td>£ 338.65</td> </tr> <tr> <td></td> <td></td> <td>£ 4,187.22</td> <td>£ 113.50</td> <td>£ 4,300.72</td> </tr> </tbody> </table> <p>The Chairman proposed that the Parish Council accepts the payments. Mrs. J Day seconded with all in favour.</p> <ol style="list-style-type: none"> 4. Councillors noted the VAT return claim from 01.12.22 – 30.04.23 to the value of £10,595.56 	Expenditure		Net	VAT	Total	General Exp.	Claire Pizzey	£ 57.05		£ 57.05	Haughley Castle	Copy Centre	£ 200.00		£ 200.00	Audit	Heelis & Lodge	£ 440.00		£ 440.00	Web Hosting	MPMIT Support	£ 335.89		£ 335.89	Hall Hire	Haughley Village Hall	£ 25.00		£ 25.00	Traffic County	Highway Safety Management	£ 567.50	£ 113.50	£ 681.00	General Exp.	ICO	£ 40.00		£ 40.00	Allotment	SP Trees	£ 675.00		£ 675.00	Haughley Castle	H&WPN	£ 122.30		£ 122.30	Allotment	WAVE	£ 71.31		£ 71.31	PAYE	HMRC	£ 601.92		£ 601.92	Wages	Claire Pizzey	£ 722.60		£ 722.60	Wages	Katie Power	£ 338.65		£ 338.65			£ 4,187.22	£ 113.50	£ 4,300.72
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23.	<p>Clerks Report</p> <p>The members confirmed receipt of the report and no comments were made. The Chairman reported that the Community Litter Picker has broken her wrist and is currently unable to work. It was agreed to put a notice on the Facebook Page to ask for volunteers and for residents to be understanding during this period. Mrs. Y Hannan suggested a card is sent to the Litter Picker. The Clerk to action.</p>
24.	<p>Councillors Issues</p> <p>Mark Bloom reported that one of the Footpath signs at fishponds Way needs to be replaced. The Clerk to report on the SCC portal. Mrs. J Daye suggested the Parish Council advertises the current Parish Council vacancies. G Brown reported on the SALC Mid Suffolk Forum meeting that he and Mrs. T Shaw had attended.</p>
25.	<p>Correspondence</p> <p>Councillors noted the correspondence already circulated and considered the following action:</p> <ol style="list-style-type: none"> 1. Resident - Transportation of straw through Haughley: It was agreed to refer this to Suffolk Highways via County Councillor Andrew Stringer. 2. Resident of Woolpit - Complaint about the noise coming from Haughley Park over at Woolpit following events: It was agreed that a response is made to advise that unfortunately the Parish Council are not the enforcement authority and this needs to be taken up with MSDC environmental health department. 3. Resident - Concerns over the state of the land between Castle Rise and Steggall Road: It was agreed to write to the developers and ask what they plan to do and a copy of the email is sent to Jo Churchill. 4. Resident - Copy of correspondence sent to Jo Churchill regarding Haughley New Street A14 Rat run. 5. Resident - Blocked drain at moat: It was agreed to respond to the resident to advise that this is outside of the Parish Councils jurisdiction and they will not be funding the clearance of the blocked drain. 6. National Highways - Proposed trial slip road closures, as part of the A14 junction 47a Haughley to junction 49 Tothill concrete roads reconstruction scheme: It was agreed that no response is made and the trail should go ahead and to ask that they update on the results of the trial.

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26.	Date of next meeting: <ol style="list-style-type: none">1. Biodiversity and Wildlife Conservation Working Group on Monday 10th July 2024 at the Maxwell Charnley Room2. Village Green Post Project Working Group on Tuesday 11th July 2023 at the Maxwell Charnley Room3. Haughley Parish Council Meeting scheduled on Tuesday 18th July 2023 at Ron Crascall Pavilion at 7.00pm
	There being no further business, the meeting was closed at 21.04
<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: