

HAUGHLEY PARISH COUNCIL MEETING

Minutes of the Parish Council Meeting held on Tuesday 15th October 2024 at the Ron Crascall Pavilion

Present	G Brown (Chairman), M Bloom, Mrs. J Day, A. Flint, Mrs. T Shaw, M Smith, T Sparkes, Ms. S Swinge, Mrs Y Tricker, District Councillors Rachel Eburne and Janet Pearson, County Councillor Andrew Stringer, and 3 members of the public.								
1.	<p>Apologies for Absence</p> <ol style="list-style-type: none"> 1. Apologies for absence were received from Mrs. A Pepper. 2. The members accepted the apologies. 								
2.	<p>Declarations of Interest</p> <p>Mrs. J Day declared an interest on item 9.1 planning application DC/24/04260 as a relative of the applicant.</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.</p> <ol style="list-style-type: none"> 1. Mrs S. Swinge proposed to accept the minutes of 17th September 2024 as a true record of the meeting and decisions made. T Sparkes seconded with all in favour. 								
5.	<p>Action log</p> <p>The Councillors noted the action log, and additional comments were made:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">ACTION</th> <th style="width: 50%;">COMMENT</th> </tr> </thead> <tbody> <tr> <td>Junior Football Pitch</td> <td>04.10.24 - Requested an update</td> </tr> <tr> <td>SCC PROW Officer - upgrade of footpath and new footpath</td> <td>04.10.24 - Requested an update</td> </tr> <tr> <td>Land adj. to The Cricket - register with Land Registry</td> <td>04.10.24 - Solicitor requires further supporting evidence from the Council on each land parcel so they can analyse the strength of each possible application for ownership based on</td> </tr> </tbody> </table>	ACTION	COMMENT	Junior Football Pitch	04.10.24 - Requested an update	SCC PROW Officer - upgrade of footpath and new footpath	04.10.24 - Requested an update	Land adj. to The Cricket - register with Land Registry	04.10.24 - Solicitor requires further supporting evidence from the Council on each land parcel so they can analyse the strength of each possible application for ownership based on
ACTION	COMMENT								
Junior Football Pitch	04.10.24 - Requested an update								
SCC PROW Officer - upgrade of footpath and new footpath	04.10.24 - Requested an update								
Land adj. to The Cricket - register with Land Registry	04.10.24 - Solicitor requires further supporting evidence from the Council on each land parcel so they can analyse the strength of each possible application for ownership based on								

Signed Chairman:

Date:

		either lost title deeds or adverse possession.
	Posts Project (Consultation)	Post Project consultation has been Consultation to be written up and results to be presented at the November meeting
	Contact Bellway and start legal procedure for Wildflower meadow	A meeting was held with Bellway Homes on Monday 7th October - see Chairman report
	Greens Policy - second draft	On going
	Registers pockets of land in the Parish	As 5. above
	Proposal Email group residents	A new price and information are being collated with the web provider
	Report on WG for 4g pitch	Ongoing
	Haughley Green - Slow horse signs	Mrs. S Swinge updated the members to advise that contact had been made with over 20 horse users and the data will be made available at the November meeting.
	Haughley Green Footpaths (verges)	Awaiting meeting with SCC Community Officer and Andrew Stringer
	Letter to HE, MSDC & SCC re footpath Tothill to HNS	Josh White - Community Officer has confirmed that this is Highways responsibility and confirmed that he could see on their system some previous orders and customer reports as recent as August. He reported that there are two options, either residents or users continue to report defects and these will be inspected, and if things meet their intervention levels, works will be ordered and would always encourage residents submit images with their reports or the

Signed Chairman:

Date:

		alternative is that the parish organise some low-level works via their community self-help process.	
	Arrange meeting with MP	Invitation sent. Mrs A Pepper has agreed to chase this	
	Kerb and Post Village Green	Awaiting a date from Contractor	
6.	Public Forum Nothing to report.		
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> <p><u>Recycling and Waste Collection Changes:</u> At Cabinet on Tuesday 10 September, we heard about the changes the council is preparing to make to prepare for the new recycling and waste collection requirements set out in the Environment Act 2021. This new law means that district and borough councils must additionally collect food waste, glass and cartons from residents by 2026, and also collect plastic film from 2027. It is up to each district and borough council how they choose to arrange their waste collection schedule, and they will be communicating these changes to residents soon. However, the county council also needs to make changes as it is responsible for storing and processing waste and recycling after it is collected. The council will be spending around £4.535m, allocated from its reserves, to update waste transfer stations in the county where waste is taken after it is collected. The council will also need to set up a new contract for anaerobic digestion of the food waste.</p> <p><u>Financial Monitoring Report for 2024-25:</u> At Cabinet on 10 September, it was also heard about the council's latest financial forecast for 2024-25, and so far, the year seems to be going better than last year, with a projected overspend of £1 million compared to last year when the council was forecasting an overspend for 2023-24 of £29.3 million. Some services are still overspent, for example costs for Special Educational Needs and Disabilities (SEND) and care purchasing in adult social care services. Areas that are predicted to come in under budget have helped balance this out. However, the council's reserves, the 'savings' it holds for a rainy day, are taking another big hit this year and are due to reduce by £22.2 million. This is a rate of spending by the council which is unsustainable even for a few more years. Like other councils in the same position, we will be hoping for an improved funding settlement from the new government.</p>		

Signed Chairman:

Date:

	<p><u>Funding to Improve Home Energy Efficiency:</u> My group were disappointed that the council is projecting to return £5 million of funding to the government which could have been used to improve the energy efficiency of homes in Suffolk. The Warm Homes Suffolk Scheme is now closed, but the council has heard that a similar scheme may be on its way and we would encourage residents who are eligible to apply. The previous scheme enabled people to buy extra insulation and undertake other improvements to improve the energy efficiency of their homes, which will also reduce the amount they are paying to heat them. We will have more information on future schemes at a later date and will provide further information then.</p> <p><u>Suffolk Devolution Deal Withdrawn:</u> Following the change in government, the devolution deal which had been tabled for Suffolk has now been withdrawn, as has the deal for Norfolk which was along similar lines. Devolution would have provided the county with extra funding and power to make more decisions locally, for example transport and adult education. Although this is being reported as a snub for the county, my group feels that devolution deals offered by the new government are likely to be more ambitious, and will avoid the possible decision deadlock caused by a directly elected leader being from a different political party to the majority of councillors.</p>
8.	<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. District Councillor Janet Pearson highlighted:</p> <p><u>Rural Housing Event:</u> MSDC jointly with Babergh, is hosting a Rural Housing Event on Wednesday, 6th November 2024 at Lavenham Village Hall, Church Street, Lavenham, from 9am to 1pm. The event will give an opportunity to hear from organisations and community groups who have successfully completed projects, find out how housing associations can advise and support groups, visit a completed scheme, and gain an understanding of housing from a national perspective.</p> <p><u>Taxi Bus:</u> A new transport service “The Mid Suffolk Taxi Bus” – will be launched at the end of this month. It will be delivered by Swift Taxi Cabs, with funding from a Mid Suffolk District Council Rural Transport Grant. The service will link various villages, including Haughley and Wetherden, with Stowmarket. There will be a drop-in launch event to give more information about it on Tuesday 29th October from 1pm to 6pm at the John Peel Centre in Stowmarket.</p>
9.	<p>Planning</p>

Signed Chairman:

Date:

1. Councillors to review and approve a response to the following planning applications:
- DC/24/03992** - Proposal: Householder Application - Re-roof and insulate roof of main range (increase in height) including structural repair, replacement dormer windows and re-rendering left hand elevation and rear elevation. Location: One Acre, Haughley New Street, Haughley, Stowmarket Suffolk IP14 3JN. The Chairman proposed that the Parish Council SUPPORTS the application. Mrs. T Shaw seconded with all in favour.
- DC/24/03993** - Proposal: Listed Building Consent - Reroof and insulate roof of main range (increase in height) including structural repair, replacement dormer windows and re-rendering left hand elevation and rear elevation. Location: One Acre, Haughley New Street, Haughley, Stowmarket Suffolk IP14 3JN. The Chairman proposed that the Parish Council SUPPORTS the application. Mrs. T Shaw seconded with all in favour.
- DC/24/04298** - Proposal: Application for works to trees in a Conservation Area - Fell 2 No Ash trees (T1 & T2) (*Fraxinus excelsior*) dying and close to proximity to the house and outbuildings and grind out stumps. Crown reduce 2 No Ash trees (T3 & T4) (*Fraxinus excelsior*) by 1- 2m. Cut dog rose to ground and remove from the ash trees. Remove major dead wood and hanging branches. Location: Castle Barn, Duke Street, Haughley, Stowmarket Suffolk IP14 3QS. The Chairman proposed that the Parish Council SUPPORTS the application. Mrs. T Shaw seconded with all in favour.
- DC/24/04260** - Proposal: Householder Application - Replacement wooden front door with composite door and 2No double-glazed front elevation windows. Location: 28 Old Street, Haughley, Stowmarket, Suffolk IP14 3NX. The Chairman proposed that the Parish Council SUPPORTS the application. Mrs. T Shaw seconded and all were in favour.
- DC/24/04323** - Proposal: Application to determine if Prior Approval is required for a proposed Change of Use of Agricultural Building to 1 No Dwellinghouse (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 Location: Old Bells Yard, Wassicks Lane, Haughley, IP14 3NP In the Parish of Old Newton. The Chairman proposed that the Parish Council OBJECTS to the application:
- The Parish Council does not believe that the application is class Q
 - The building is not currently being used for agricultural purposes
 - The business operating at this location is Belle Farm Firewood, which handles the import and export of firewood materials
- Mrs. T Shaw seconded with all in favour.

Signed Chairman:

Date:

	<p>DC/24/04332 - Proposal: Application for Listed Building Consent - Replacement of timber framed windows and internal finishing as per Design & Access Statement. Location: Dulce Donum, 67 Old Street, Haughley, Stowmarket Suffolk IP14 3NT. The Chairman proposed that the Parish Council SUPPPORTS the application. Mrs. T Shaw seconded and all were in favour.</p> <ol style="list-style-type: none"> 2. Councillors noted that no decisions have been received from Mid Suffolk District Council. 3. Public Open Space Contribution - Planning Application ref: DC/23/05721 - Land on the North Side of Station Road: The Chairman proposed that the Parish Council accepts the Public Open Space Contribution of £27,705.12 to take on the responsibility for the offsite public open space improvements in the parish. A Flint seconded with all in favour, 1 abstained. It was agreed to contact Nick Elloitt from the MSDC Public Realm Team for advice.
10.	<p>Gallowsfield Wood</p> <p>Councillors confirmed receipt of the report from Gallowsfield Wood Working Group</p> <ol style="list-style-type: none"> 1. Councillors considered the offer made to the Parish Council in relation to the potential sale of Gallowsfield Wood. It was agreed that the Parish Council rejects the offer to sell Gallowsfield Wood with an invitation to the authors of the communication to consider hiring parts of the Wood on occasions subject terms and conditions yet to be considered.
11.	<p>Haughley Parish in Bloom</p> <ol style="list-style-type: none"> 1. Mrs. Y Tricker proposed that the Parish Council seek two quotes for the strimming of the planters between May and October and the money to be taken from the HPIB budget. Mrs. S Swinge seconded with all in favour. 2. Mrs. Y Tricker proposed that the Parish Council accepts the Parish CIL application of £942.00 for 2 recycled planters. Mrs. T Shaw seconded with all in favour 3. It was agreed to relocate the grit bin at Harvest Close and request the Handyman to carry out this task.
12.	<p>Traffic Officer</p> <p>Councillors confirmed receipt of the report from the Traffic Officer</p> <ol style="list-style-type: none"> 1. Councillors noted that the post on Fishponds Way is suitable for the installation of a Solar SID device 2. A. Flint proposed upgrading the post in Haughley Green to accommodate a Solar SID device. Mrs. J Day seconded with all in favour.

Signed Chairman:

Date:

	<p>3. Councillors noted the location of the Solar SiDs throughout the Parish.</p> <p>4. A Flint proposed that the Parish Council purchases a further Solar SID so all Haughley's SID devices are Solar at a cost of £2,250 +VAT from Elan City. Mrs J Day seconded with all in favour.</p>
13.	<p>Traffic Count</p> <p>1. Councillors noted the results of the traffic count undertaken in June 2024.</p> <p>2. Councillors noted the results of the lorry count undertaken on Station Road in September 2024 and it was agreed that the results are shared with Suffolk County Council with a request that they contact the operators of the respective vehicles that are suspected to be classified as over 7½ tonnes and using Station Road other than for access property with access off Station Road.</p> <p>All results will be sent to the County Councillor and made available on the Parish Council website and Parish Magazine.</p>
14.	<p>The Moat</p> <p>Mrs. T Shaw proposed that the Parish Council agrees a maintenance agreement for the regular mowing of the moat up to £100 a year. Mrs. J Day seconded with all in favour.</p>
15.	<p>Allotments</p> <p>M Smith proposed that the Parish Council agrees a 20% increase per year for 3 years from October 2025. Mrs. J Day seconded with all in favour. Mrs. S Swinge agreed to take on the position of Allotment Officer.</p>
16.	<p>Audit</p> <p>1. Councillors noted the completion of the limited assurance review on the end 31 March 2024 for Haughley Parish Council and accepted the Except for Matters as reported:</p> <ul style="list-style-type: none"> • The smaller authority has disclosed that it made proper provision during the year 2023/24 for the exercise of public rights, by answering 'Yes' to Section 1, Assertion 4. However, as was reported last year, we are aware that it failed to do this and therefore should have answered 'No' to this Assertion. It has also disclosed that it took appropriate action on all matters raised in reports from internal and external audit, by answering 'Yes' to Section 1, Assertion 7, which, on the basis of the above, is not

Signed Chairman:

Date:

	<p>correct. Section 2 has not been prepared in accordance with proper practices.</p> <ul style="list-style-type: none"> • The income and expenditure basis must be used to prepare its accounts for the third and subsequent years that the income and/or expenditure exceeds £200k. Please ensure that the 2023/24 figures are restated in the prior year comparatives when completing next year's AGAR. • Other matters not affecting our opinion which we draw to the attention of the authority: We note that the smaller authority did not comply with Regulation 15 of the Accounts and Audit Regulations 2015 as it failed to make proper provision during the year 2024/25 for the exercise of public rights, since the approval date was after the start of the period for the exercise of public rights. As a result, the smaller authority must answer 'No' to Assertion 4 of the Annual Governance Statement for 2024/25 and ensure that it makes proper provision for the exercise of public rights during 2025/26.that it makes proper provision for the exercise of public rights during 2025/26. <p>2. Councillors noted that the Clerk has advertised the conclusion of audit for the year ending 31 March 2024 in accordance with the legislation.</p>																				
17.	<p>Clerk Duties</p> <ol style="list-style-type: none"> 1. Councillors agreed members to cover Clerk duties in the interim period. 2. The Chairman proposed that the Parish Council uses SALC Payroll Service at a cost of £11.50 +VAT per month from November 2024. Mrs. T Shaw seconded with all in favour. 																				
18.	<p>Finance:</p> <ol style="list-style-type: none"> 1. Councillors confirmed receipt of the finance report for September 2024 prior to the meeting including, Bank Reconciliation, Budget to Actual and Reserves. No questions or comments were made. 2. Councillors noted the receipts received since last meeting: <table border="1" data-bbox="459 1749 1331 2024"> <thead> <tr> <th>Receipts</th> <th colspan="2">Cheque / BACS / SO</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Precept</td> <td>BACS</td> <td>MSDC</td> <td>£ 29,277.00</td> </tr> <tr> <td>Misc. Income</td> <td>BACS</td> <td>PFC</td> <td>£ 170.16</td> </tr> <tr> <td>VAT</td> <td>BACS</td> <td>HMRC</td> <td>£ 2,761.29</td> </tr> <tr> <td colspan="3"></td> <td>£ 32,208.45</td> </tr> </tbody> </table> 	Receipts	Cheque / BACS / SO		Total	Precept	BACS	MSDC	£ 29,277.00	Misc. Income	BACS	PFC	£ 170.16	VAT	BACS	HMRC	£ 2,761.29				£ 32,208.45
Receipts	Cheque / BACS / SO		Total																		
Precept	BACS	MSDC	£ 29,277.00																		
Misc. Income	BACS	PFC	£ 170.16																		
VAT	BACS	HMRC	£ 2,761.29																		
			£ 32,208.45																		

Signed Chairman:

Date:

3. Councillors confirmed the October payments:

Expenditure		Net	VAT	Total
General Exp.	Claire Pizzey	£ 67.08		£ 67.08
Subscription	Scribe	£ 42.00	£ 8.40	£ 50.40
Audit	PKF Little John	£ 630.00	£ 126.00	£ 756.00
Gallowsfield Wood	RSA Pest Management	£ 80.00	£ 16.00	£ 96.00
Training	SALC	£ 64.00	£ 12.80	£ 76.80
Land Registry	Birkets	£ 423.00	£ 84.60	£ 507.60
Xmas Tree Event	Alison Pepper	£ 7.50		£ 7.50
Wages	Claire Pizzey	£ 963.49		£ 963.49
Wages	Katie Power	£ 400.39		£ 400.39
		£ 2,677.46	£ 247.80	£ 2,925.26

The Chairman proposed that the Parish Council accepts the payments. Mrs. Y Tricker seconded with all in favour.

19.

Chairmans Report

The members confirmed receipt of the report and no comments were made.

20.

Councillors Issues

M. Smith reported that the program for the Christmas Tree event has been finalised. The majority of the village green will be used instead of the road; however, they are still in search of someone to play Father Christmas. Mrs. T. Shaw thanked all the volunteers who participated in the litter pick on Saturday. She also reported that the PF Committee is still in the process of obtaining quotes for the security bollards, which were agreed upon as a preventive measure against future incursions. Mrs. Y. Tricker reported that an allotment tenant had raised concerns with her regarding the condition of the hedge between the allotments and the paddock. M Bloom reported on a flickering street light outside the bus shelter on Station Road.

21.

Correspondence

Signed Chairman:

Date:

	Councillors to note correspondence circulated and consider any action 1. Royal British Legion – Remembrance Sunday service 10 th November 2024
22.	Date of next meetings: 1. Parish Council meeting Tuesday 19 th November 2024 at Ron Crascall Pavilion at 7.00pm
	There being no further business, the meeting was closed at 21.00
A copy of any reports or correspondence cited in the minutes can be made available from the clerk on receipt of written application clerk@haughleypc.co.uk	

Signed Chairman:

Date: