

HAUGHLEY PARISH COUNCIL

Chairman: Councillor Alf Hannan
Clerk: Claire Pizzey
Address: 2 Broomspath Road,
Stowupland, Stowmarket IP14 4DB

E-mail: clerk@haughleypc.co.uk
Telephone: 01449 677005

Haughley Parish Council remote meeting of the Parish Council

Tuesday 21 July 2020 at 7.00pm.

The meeting will be held using Zoom video technology in line with the changes to the regulations which came into force on 4th April. *The Local Authorities & Police & Crime Panels (Coronavirus) (Flexibility of Local Authority & Police & Crime Panel Meetings) (England & Wales) Regulations 2020.*

If anyone wants to join the meeting as a member of the public please contact the Clerk who will share the meeting ID and password with you. If you wish to raise anything then please email the Clerk no later than 1pm on Tuesday 16 June with your items.

Claire Pizzey

Claire Pizzey | Clerk & RFO to the Council

Tel: 01449 677005 | Email: clerk@haughleypc.co.uk

16 July 2020

A G E N D A

1. To receive and consider apologies for absence
2. To receive Councillors' Declarations of Interest in any item on the Agenda
3. To consider written requests for any dispensations
4. To note the minutes of the following meetings: (as circulated) and to agree that delegated authority be given to the Chair to sign the minutes outside of the meeting:
 - Parish Council Meeting 16th June 2020
5. To note/review updated action log: Document attached
6. Public Forum: to receive any questions and matters of concern received prior to the meeting
7. To receive written reports for information only from County Councillor Andrew Stringer
8. To receive written reports for information only from District Councillors Keith Welham and Rachel Eburne
9. Planning Applications: To consider and agree Council comments on applications made to the Local Planning Authority (MSDC) (please note: in planning matters the Council acts as the consultee of the Principal Authority. The Principal Authority being the deciding body):

1. **DC/20/02422** APPLICATION FOR PLANNING PERMISSION Proposal: Planning Application. Replacement of 3no windows and 2no doors to the shop front of The Little Village Salon hairdressers. Location: 21-23 Old Street, Haughley, Stowmarket, Suffolk IP14 3NT
2. **DC/20/02475** APPLICATION FOR LAWFUL DEVELOPMENT CERTIFICATE (EXISTING) Proposal: Application for Lawful Development Certificate for Existing Use or Operation including those in breach of a planning condition. Town and Country Planning Act 1990. Section 191 as amended by Section 10 of the Planning Compensation Act 1991. Town and Country Planning (Development Management Procedure) (England) Order 2015 - Use of site for Class B2 operations. Location: Former Poultry Processing Plant, Haughley Park, Haughley, Stowmarket Suffolk IP14 3JZ
3. **DC/20/02760** - APPLICATION FOR PLANNING PERMISSION - Proposal: Planning application. Erection of 1no dwelling. (An alternative siting for the dwelling approved under DC/20/01118) Location: Old Bells Farm, Wassicks Lane, Haughley, Stowmarket Suffolk IP14 3NP
4. **DC/20/02834** – Application for reserved Matters – Application for approval of reserved matters following grant of outline planning permission DC/17/03118 – Layout, scale, landscaping and design for Erection of 1No dwelling, garage and construction of new vehicular access. Location: Fieldwood House, Haughley Green, Suffolk, IP14 3RQ
5. **DC/20/02823** - APPLICATION FOR PLANNING PERMISSION - Proposal: Planning Application. Erection of self-contained B1 commercial units (4No.) and a proposed A1 commercial unit. **Location:** Land At Stag Cafe, Old A45, Woolpit, Suffolk

10. Planning Decisions: To note determinations by the Local Planning Authority (MSDC) Council to note the following determinations made by MSDC:

1. **DC/20/01759** Proposal & Location of Development: Planning Application - Alterations to listed building as per Design and Access Statement including change of use to flexible use as defined within Class V of the GPDO 2015 as either Physio Treatment (D1) or Office (B1(a)) or Tea Room (A3) or Shop (A1). The Old Coalhouse, Palmers Bakery, The Green, Haughley Suffolk IP14 3NR: Planning Permission has been GRANTED
2. **DC/20/01760** Proposal & Location of Development: Application for Listed Building Consent - Alterations to listed building as per Design and Access Statement. The Old Coalhouse, Palmers Bakery, The Green, Haughley Suffolk IP14 3NR: Listed building consent has been GRANTED

11. To agree to adopt the Noticeboard Policy: Draft policy attached

12. To agree to adopt the changes to the model Standing Orders as per instructions from NALC: Document attached

13. To agree to adopt the changes to the Financial Regulation following advice from SALC: Document attached

- 14. To note the structure of the Playing Field Committee and need for new Chairperson:** Document attached
- 15. Finance:** All relevant papers attached
 1. To receive June Finance Reports and to agree that delegated authority be given to the Chair to sign these outside of the meeting:
 - (i) Bank reconciliation
 - (ii) Budget to actual
 - (iii) Reserves
 2. To authorise July payments (BACS, SOs and cheques) schedule attached
 3. To receive and consider the Internal Audit report for the year ending 31st March 2020:
Attached
 4. To consider and approve the completion of Section 1 - Annual Governance Statement 2019/20 of the Annual Governance and Accountability Return (AGAR)
 5. To consider and approve Section 2 - Accounting Statements 2019/20 for the year ended 31st March 2019 as transposed onto the AGAR (appended)
 6. To agree the quote for the installation of the new noticeboards: Quote attached
 7. To agree a budget of up to £150 a month for a village handyman
- 16. To note the Clerk's Report:** Report attached
- 17. To agree that quotes are sought for the following work at the allotments:**
 1. To remove 2 meters of the hedge at the entrance of the allotment land
 2. To cut the hedge around the perimeter of the allotment
 3. To tidy the car park and orchard
 4. To secure the water taps
- 18. To agree that permission is given to the Clerk to administer the Parish Council page of the Website to comply with the Website accessibility requirements**
- 19. To note a summary of correspondence and consider action to be taken where applicable:**
Correspondence attached
- 20. To note that the Clerk will be on holiday 1 – 16 August**
- 21. To agree an August Parish Council meeting is held:** Tuesday 25 August 7.00pm via Zoom
- 22. Resolution to exclude the public:** That under section 100 (4) of the Local Government Act 1972 the public be excluded from the meeting for item 23, on the grounds that it involves the likely disclosure of exempt information as defined in part 1 of Schedule 12A of the Act.
- 23. To exclude the public to discuss business of a confidential nature:** To discuss the increase in payment for working at home for the Clerk: Report attached.

Claire Pizzey

Claire Pizzey| Clerk & RFO to Haughley Parish Council

Tel: 01449 677005 | Email: clerk@haughleypc.co.uk