

## HAUGHLEY PARISH COUNCIL MEETING

Minutes of the Virtual Parish Council Meeting held on Tuesday 17<sup>th</sup>  
November 2020 via VIDEOCONFERENCING

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| <b>Present (by Video):</b> | G Brown (arrived at item 6), S Deans, A Flint, A Hannan (Chairman), Mrs. Y Hannan, Mrs. T Shaw, District Councillor Keith Welham, County Councillor Andrew Stringer, Mrs. C. Pizzey (Clerk) and 1 member of the public.   |
| <b>1.</b>                  | <b>To receive and consider apologies for absence:</b> Mrs. H Charman, M Gilson and District Councillor Rachel Eburne. The members accepted the apologies.   |
| <b>2.</b>                  | <b>To receive Councillors' Declarations of Interest:</b> Mrs. Y. Hannan declared an interest in item 18.7 as the Secretary of the WI.   |
| <b>3.</b>                  | <b>To receive any written requests for dispensations:</b> None received.  |
| <b>4.</b>                  | <b>To note and approve the minutes of the Parish Council Meeting of 20<sup>th</sup> October 2020 (as circulated) and to agree that delegated authority be given to the Chair to sign the minutes outside of the meeting:</b> All Councillors confirmed receipt of the minutes. S Deans proposed to accept the minutes of 20 <sup>th</sup> October 2020 as a true record and decisions made. Seconded by Mrs. T Shaw with all in favour. Delegated authority was given to the Chairman to sign the minutes outside of the meeting. |
| <b>5.</b>                  | <b>To note/review updated action log:</b> The members confirmed receipt of the action log and no comments were made.  |
| <b>6.</b>                  | <b>Public Forum:</b> A member of the public was present to discuss the ditch at Stansfield House. He advised the Council that he thought digging out the ditch would not resolve the problem as there was a problem with a blockage further up the ditch. He had received one verbal quote from a contractor for the work and no written quotes.  |
| <b>7.</b>                  | <b>To receive written reports for information only from County Councillor Andrew Stringer:</b> The members confirmed receipt of the report. County Councillor Andrew Stringer highlighted:  |

Signed Chairman:

Date:

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|     | <ul style="list-style-type: none"> <li>• Covid news</li> <li>• Submitted response to 'Planning for the Future Consultation'</li> <li>• Home but not alone relaunched</li> <li>• Boundary review consultation on draft recommendations continues</li> </ul>  |
| 8.  | <p><b>To receive written reports for information only from District Councillor Keith Welham:</b> The members confirmed receipt of the report. The District Councillor Keith Welham highlighted:</p> <ul style="list-style-type: none"> <li>• The Joint Local Plan has been approved at a MSDC meeting and the consultation will run from 12<sup>th</sup> November to the 24<sup>th</sup> December 2020.</li> <li>• Babergh and Mid Suffolk District Councils are carrying out a consultation in relation to proposed revised Community Infrastructure Levy (CIL) charging rates</li> <li>• Planning Enforcement at the CEMEX site at the old silos site at Haughley</li> </ul>  |
| 9.  | <p><b>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):</b></p> <ul style="list-style-type: none"> <li>• <b>DC/20/04787 Proposal:</b> Householder Planning Application - Erection of single storey front porch extension (following removal of existing) <b>Location:</b> 16 Millfields, Haughley, Stowmarket, Suffolk IP14 3PU: The members discussed the application. The Cllrs voted to SUPPORT the application.</li> </ul>  |
| 10. | <p><b>Planning Decisions: To note determinations by the Local Planning Authority (MSDC) Council to note the following determinations made by MSDC:</b></p> <ul style="list-style-type: none"> <li>• DC/20/03707: Householder Application - Erection of two storey rear extension; Insertion of window to ground floor side elevation and erection of single garage to include toilet and storeroom: 16 Duke Street, Haughley, Stowmarket, Suffolk IP14 3QS: PLANNING PERMISSION HAS BEEN REFUSED</li> <li>• DC/20/04052: Application for removal or variation of a condition following grant of planning permission. Town and Country Planning Act 1990. Planning (Listed Buildings and Conservation Areas) Act 1990 for DC/18/00079 to vary</li> </ul> |

Signed Chairman:

Date:

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|     | <p>Condition 2 (Approved Plans and Documents) and Condition 3 (Highways - Improvement of Existing Access) Hill House, Haughley Green, Haughley, Stowmarket Suffolk IP14 3RR: PLANNING PERSMSSION HAS BEEN GRANTED</p> <ul style="list-style-type: none"> <li>• DC/20/02866: Outline Planning Application (some matters reserved, access and scale to be considered) Town and Country Planning Act 1990- Erection of a detached single storey dwelling with double garage and off-road parking (following removal of existing caravan). Bridge Field Paddock, Green Road, Haughley, Stowmarket Suffolk IP14 3RA: OUTLINE PLANNING PERMISSION HAS BEEN REFUSED</li> </ul> |
| 11. | <p><b>To discuss and agree a response to the proposed location of the zebra crossing planned for Green Road:</b> The members discussed the proposal. The Chairman proposed that the Parish Council supports the proposed location suggested for the zebra crossing at Green Road. S Deans seconded with all in favour.</p>  |
| 12. | <p><b>To discuss and agree a response to the proposed extension of the 30mph speed limit on Green Road:</b> The members discussed the proposal. The Chairman proposed that the Parish Council supports the proposed location of the 30-mph speed limit at Green Road. Mrs. T Shaw seconded with all in favour.</p>  |
| 13. | <p><b>To discuss and agree the quotes received and next action for the work to the ditch at the allotments:</b> The members confirmed receipt of the quotes received for the work to the ditch at the allotments. The Chairman proposed that the quote from SP Trees for £2,000 for the work to clear the ditch and contact is made with the resident of Stansfield House to discuss the financial responsibility. S Deans seconded and all were in favour. The Chairman reported that the owner of the next property to Stansfield house is to be contacted to relation to the blocked drain.</p>  |
| 14. | <p><b>To discuss and agree a response to Bloor Homes in relation to the Junior Football Pitch:</b> The members discussed the response that had been received from Bloor Homes. District Councillor Welham reported that he had received a holding email from the MSDC Planning Officer and awaits a formal response. The Chairman proposed that the Parish Council waits for MSDC legal advice before a response is made to Bloor Homes. A Flint seconded and all were in favour.</p>   |

Signed Chairman:

Date:

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| <b>15.</b> | <b>To receive an update on the CIL applications made by the Playing Field committee for the Storage and Carpark refurbishment projects:</b> The Chairman reported that both the CIL applications have been submitted and had been acknowledged.  |
| <b>16.</b> | <b>To receive a report on the Christmas Lights Event:</b> The members confirmed receipt of the report. Mrs. Y Hannan proposed that the tree would still be erected on the Green and the lights switched on as planned with a budgeted cost of £225. All activities, being considered for Saturday 5 <sup>th</sup> December, will be cancelled. The public and all people involved in the planned activities are to be advised of the decision to cancel. The 50/50 Club/Christmas Raffle organisers are to be advised to make alternative and appropriate arrangements to do their Prize Draws. Mrs. T Shaw seconded and all were in favour.   |
| <b>17.</b> | <b>To receive a report on the Suffolk Constabulary and the Police Crime Commissioner “A Conversation about anti-social behaviour” event:</b> A Flint reported that he had attended the SALC virtual event held on Thursday 12 <sup>th</sup> November 2020 with guests from Suffolk Constabulary on the topic of anti-social behaviour. The presentation was led by Suffolk Constabulary with others contributing. Information was provided on what powers are available to contend the problem, this ranged from the Community Protection Notice (CPN) to the Criminal Behaviour Order (which replaced the old ASBO). Both can be granted to anyone over the age of 10. Councils can make Public Space Protection Orders to counter anti-social behaviour, such as street drinking. There are also Closure Orders and Injunctions that are a step up in combating unwarranted social activity. Mr. Alan Keely leads the Suffolk Police’s element of the ‘Design Out Crime Officer’ and would be our Council’s first port of call for advice and information. |
| <b>18.</b> | <b>FINANCE:</b><br><br>1. The Council confirmed receipt of the finance report for October 2020 prior to the meeting including, Bank reconciliation, Budget to Actual and Receipts and Payments since the last meeting. No questions or comments were made.<br><br>Mrs. T Shaw proposed that the finance reports are accepted and agreed that the delegated authority be given to the Chair to sign the reports outside of the meeting S Deans seconded and all were in favour.   |

Signed Chairman:

Date:

2. It was resolved to make the following payments in November:

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| Claire Pizzey (Expenses)       | £20.00  |
| SP Trees (Tree surgery)        | 300.00  |
| PKF Little John (Audit)        | £360.00 |
| WAVE (Water)                   | £52.63  |
| RBL (Donation)                 | £50.00  |
| Suffolk.Cloud (Communications) | 150.00  |
| SALC (Training)                | £15.00  |
| Claire Pizzey (Wages)          | £499.86 |
| Katie Power (Wages)            | £264.51 |

A Flint proposed that the payments be made and S Deans seconded and all were in favour.

3. To receive and note the completion of the limited assurance review for the year ended 31<sup>st</sup> March 2020 for Haughley Parish Council: The Council accepted the external audit noting that there were no matters which came to their attention requiring the issuing of a separate additional issues arising report.
- Mrs. Y Hannan thanked the Clerk for all her hard work on the audit for 2019-20, which all Councillors endorsed.
4. To note confirmation that in accordance with legislation the Clerk has advertised the conclusion of audit for the year ending 31<sup>st</sup> March 2020: As the audit had been concluded the Clerk reported that she had advertised the conclusion of the audit.
5. To agree the quote for work at the car park of the Ron Crascall Pavilion and to note that gate and gate posts will remain until the car park is resurfaced when the gates and post will be removed. The Chairman proposed that the motion is discarded and a quote will be submitted in December with a new specification of works. This proposal was seconded by Mrs. T Shaw and all were in favour.
6. To agree the cost of £70.00 for Suffolk.cloud to carry out a check of the website: The Chairman proposed that the cost of £70 is agreed to carry out the check of the website. Mrs. T Shaw seconded with all in favour.
7. To agree the grant application received from WI: The members discussed the grant application received for £338 from the WI. The Chairman proposed

Signed Chairman:

Date:

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|            | <p>that the grant application is agreed. Mrs. T Shaw seconded and all were in favour. Mrs. Y Hannan abstained.</p> <p>8. To discuss the budget for 2021-22: The members discussed the forthcoming budget. The Clerk reported that the draft budget will be presented at the December meeting.</p>  |
| <b>19.</b> | <b>To note the Clerk's report and consider any action:</b> The members confirmed receipt of the report. The Clerk to update the Councillor details on the website.   |
| <b>20.</b> | <p><b>To note a summary of correspondence and consider action to be taken where applicable:</b></p> <ol style="list-style-type: none"> <li>1. To note correspondence from Bellway Homes: The Clerk to ask for an update for the December meeting.</li> <li>2. To note correspondence from a resident regarding road names for Fishponds Way Development: It was agreed that a letter is sent and the Parish Council apologises to the resident for the upset caused to the resident regarding the process in submitting the names for the development at Fishponds Way. It was suggested that Firs Field and/or Crane Way be proposed for the wild life area on the development.</li> <li>3. To note correspondence from The Royal British Legion: No action.</li> <li>4. To note correspondence from the River Gipping Trust: No action.</li> <li>5. To note correspondence from Suffolk Accident Rescue Service: No action.</li> </ol> |
| <b>21.</b> | <p><b>Date of next meeting:</b></p> <ol style="list-style-type: none"> <li>1. Bio-Diversity &amp; Wildlife Conservation Committee is scheduled for Tuesday 24<sup>th</sup> November 2020</li> <li>2. Full Parish Council is scheduled for Tuesday 15<sup>th</sup> December 2020 at 7.00pm via Zoom</li> <li>3. Gallowsfield Wood Committee TBA</li> </ol>  |
|            | There being no further business, the meeting was closed at 20.45   |

Signed Chairman:

Date:

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