



PARISH COUNCIL MEETING

Monday 14 April 2025 at 7 pm in the Parish Room

Councillors are duly summoned to attend the statutory meeting of the Parish Council to transact the business detailed below.

Peter Lowe, Parish Clerk

OPEN FORUM

- Members of the public are invited to give their views or question the parish council on issues on this agenda or raise issues for future consideration at the discretion of the chair before the start of the meeting. This item will be limited to 15 minutes
- To receive reports from district and county councillors

AGENDA

1. Apologies and approval of absences

2. Declarations of interest

3. Councillor membership

- a. 25/04/01 To discuss a resident's application to be co-opted to Laxfield parish council

4. Approval of minutes

- a. 25/04/02 Approval of minutes from Parish Council meeting held on 10 March 2025

5. Planning

a. Note the following decisions made by Mid Suffolk District Council:

DISCHARGE OF CONDITION(S) TOWN AND COUNTRY PLANNING ACT 1990 Proposal: Discharge of Conditions
Application for DC/19/00156 - Condition 7 (Sustainable Urban Drainage System)
Location: Phase 2 Land To The East Of, Mill Road, Laxfield, Suffolk

LISTED BUILDING CONSENT DC/25/00625 Proposal & Location of Development: Application for Listed Building Consent
- Replacement windows and 1no. door. Field House, Station Road, Laxfield, Woodbridge, Suffolk, IP13 8HG

b. Note the comments submitted to Mid Suffolk District Council regarding the following applications:

APPLICATION FOR PLANNING PERMISSION - DC/25/01544

Proposal: Householder Application - Erection of single storey rear extension providing new kitchen living area. Location:
Will O The Wisp, High Street, Laxfield, Woodbridge Suffolk IP13 8DX

No objections

APPLICATION FOR PLANNING PERMISSION - DC/25/01218

Proposal: Householder application - Conversion of garage with first floor extension above and single storey infill extension behind. Extend existing pitched roof porch across front with lean-to roof, change to side window and insertion of bay window to front. Location: 23 Noyes Avenue, Laxfield, Woodbridge, Suffolk IP13 8EB

No objections

c. Update on the following planning issues:

- I. building development on the East side of Bickers Hill and update on progress with MSDC planning enforcement team
- II. Blacksmith's Way development - Mill Close connecting footpath (AL)

6. Finance

- a. 25/04/03 Authorise BACs payments, direct debits and receipts as listed in Register of Payments for March EOY 2025 (previously circulated)
- b. 25/04/04 Review bank reconciliations for March EOY 2025 (previously circulated)
- c. 25/04/05 Review performance v budget and monthly accounts for March EOY 2025 (previously circulated)
- d. 25/04/06 Note MSDC cleansing grant payment will be received during April/May 2025
- e. 25/04/07 To note the earmarked and general reserves and comment from clerk
- f. 25/04/08 Discussion and adoption of new Financial Regulations produced by NALC in 2024 and updated in 2025 (previously circulated)
- g. 25/04/09 Note CIL report 2024-25 (previously circulated)

1. Audit

- a. 25/04/10 Note that the internal audit has been completed and has been distributed to councillors (previously circulated)
- b. 25/04/11 Review and approve AIAR and AGAR in readiness for the submission of the external audit documentation to PKF Littlejohn

7. Neighbourhood Plan

- a. 25/04/12 Agree plan for parish councillors to attend the Laxfield market in May and September to promote the parish council, take questions and discuss the Laxfield Design Guide

8. Roads, Footpaths, Infrastructure, Green Areas

- a. 25/04/13 Note action points from GSG meeting held on 8 April 2025 (previously circulated) including:
 - i. Discuss the Biodiversity Action Plan (previously circulated)
 - ii. Approve tool list for the parish with reimbursement from SCC
 - iii. Agree the principle of monthly green spaces working groups co-ordinated by the GSG
- b. 25/04/14 Note the footpath report for quarter ending March 2025 (previously circulated)
- c. 25/04/15 Note thanks to Sally and Al Clarke for organising the litter pick, providing refreshments and all residents who supported a successful morning
- d. 25/04/16 Update on the EV charging point survey
- e. 25/04/17 Update on the refurbishment of the village trail sign outside the Royal Oak (PB/DM)
- f. 25/04/18 Note that the two new dog waste bins for Mill Road are now in place and discuss request for additional bin at the bottom of Church Villas/Gorams Mill Lane
- g. 25/04/19 Update on war memorial refurbishment (clerk)
- h. 25/04/20 Discuss issue raised by a resident about the play area (SE)
- i. 25/04/21 Discuss issue raised by a resident regarding the cutting back of the hedgerow on land on Bickers Hill (SE)
- j. 25/04/22 Discuss ditch condition at Dennington Road/Vicarage Road junction (SS)
- k. 25/04/23 Note that discussions with the landowner have been held regarding the bright light

9. Correspondence and other issue

- a. 25/04/24 Second defibrillator update
- b. 25/04/25 Request from the Royal Oak for funding to support Laxitude 2025 (information previously circulated)
- c. 25/04/26 Discuss committee membership in readiness for the Annual Parish Council meeting
- d. 25/04/27 Note photos from Church Glamping project (previously circulated) and thanks for the parish council assistance with funding
- e. 25/04/28 Discuss parish council input into Planning Statement of Community Involved Consultation (requiring comments by Monday 12/5/25)

Date of next meeting – **Monday 19 May 2025 at 6 pm in the village hall for the Annual Parish Council meeting followed by the Annual Parish Meeting at 7 30 pm**

If you would like to attend a parish council meeting, please come along. Alternatively, if you would like to raise a matter of concern, please do not hesitate to contact the parish clerk or a member of the council.

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