



PARISH COUNCIL MEETING

ANNUAL PARISH COUNCIL MEETING

Monday 19 May 2025 at 6 00 pm in Laxfield Village Hall

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. Election of parish council chair
2. Election of parish council vice-chair
3. Election of committees and representatives
 - a. Planning committee (3+ members)
 - b. Grounds committee (3+ members)
 - c. Finance committee (3+ members)
 - d. Representatives
 - i. Village Hall Council (3)
 - ii. Smith & Ward charity (1)
 - iii. Relief in Need charity (2)
 - iv. Laxfield & District Museum (2)
 - v. SALC & County Area Committees (2)
4. Apologies and approval of absences
5. Declaration of interests
6. Declaration of acceptance of office
7. Register of interests
8. Membership
 - a. To discuss resident(s) application(s) for co-option to the Parish Council (previously circulated)
9. Approval of minutes
 - a. 24/05/01 Approval of minutes from Parish Council meeting held on 14 April 2025
10. Planning
 - a. To note the following decisions made by Mid Suffolk District Council:

PLANNING PERMISSION GRANTED DC/25/01077

Proposal & Location of Development: Householder planning consent application for installation of a dropped kerb to front of property.

Location: 49 Framlingham Road Laxfield Woodbridge Suffolk IP13 8HD

PLANNING PERMISSION GRANTED DC/25/01870

Proposal & Location of Development: Construction of a new classroom facility with external undercover deck area at Laxfield Pre School Group.

Location: Laxfield Pre School Group, Framlingham Road, Laxfield, Suffolk, IP13 8DH

PLANNING PERMISSION GRANTED DC/25/01214

Proposal & Location of Development: Householder planning consent application for the erection of a single storey pitched roof extension to the side elevation (following demolition of conservatory).

Location: Wheatside Rowes Hill, Laxfield, Woodbridge, Suffolk, IP13 8HZ.

PLANNING PERMISSION UNDER CONSIDERATION DC/25/01214

Proposal & Location of Development: Householder planning consent application for installation of Ground Mounted Solar Panels on rear garden.

Location: 5 Bickers Hill Road, Laxfield, Woodbridge, Suffolk IP13 8EZ.

DISCHARGE OF CONDITIONS APPLICATION DC/21/05042

Conditions 4 (Biodiversity Enhancement Strategy) and 11 (Construction Management Plan) for land At Sunnyside Barn, Gorams Mill Lane, Laxfield. It was agreed that this can be suitably discharged through the information provided within Drawing No. 051 'Construction Management Plan'

b. To note the following comments submitted to Mid Suffolk District Council:

DEVELOPMENT BY STATUTORY UNDERTAKER DC/25/02025/01245/01241/01245

Erection of four 12m telegraph poles in different locations across Laxfield village by Connexin. The poles will house IoT (Internet of Things) devices, designed to monitor and manage critical functions such as energy usage, traffic flow, environmental conditions to create a smarter, more connected community. They will be installed at the following locations:

- Outside 23 Mill Road
- Opposite 44 Mill Road
- Land at the bottom of the garden at 5 Bickers Hill Road Laxfield
- Main High Street grass verge, just up from the Guildhall

Parish Council comments: Concerns have been expressed to Connexin regarding the height and general appearance of some of the telegraph poles. In particular, the one on High Street, which is planned to be erected in the middle of the village conservation area and another on Bickers Hill Road, which is to be installed at the bottom of a resident's garden. We have requested that these be relocated to areas that have little or no impact on the village street scene, or on residential households.

c. To update on the following planning issues as appropriate:

- a) Blacksmiths Way development: widening and improving the path surface of the Mill Close connecting footpath (clerk)
- b) Planning enforcement issues at sites around Bickers Hill, Laxfield (RS/DM)

11. Finance

- a. 25/05/02 Authorise BACs payments, direct debits and receipts as listed in Register of Payments for April 2025 (previously circulated)
- b. 25/05/03 Review bank reconciliations for April 2025 (previously circulated)
- c. 25/05/04 Review performance v budget and monthly accounts for April 2025 (previously circulated)
- d. 25/05/05 To note the earmarked and general reserves and comment from clerk

12. Audit

25/05/06 To note that the annual audit return (AGAR) has been successfully completed and signed off. This includes the *Internal Audit Report*, *Annual Governance Statement*, *Statement of Accounts* and the *External Auditors Report*. These have been distributed to councillors, placed on the Parish Council notice board and are also available to view on the Parish Council website.

13. Neighbourhood Plan

- a. 25/05/07 Update on draft Laxfield Design Guide and future Community Market PC stalls (OH/SE)

14. Roads, Footpaths, Infrastructure, Green Areas

- a. 25/05/08 To discuss highways and green spaces issues including:
 - i. Church Walk/Villas footpath bio-diversity survey and maintenance (RS)
 - ii. safety barrier and repairs to damaged bridge at bottom of Church Walk (Clerk)
 - iii. purchase and storage of PROW (Public Rights of Way) maintenance tools (Clerk)
 - iv. changes to dog litter bins, including additional bin for (RS/DA)
 - v. to note that progress updates on BAP (Biodiversity Action Plan) will be given at working group meetings
 - vi. to note further meeting with SUSTRANS on developing parish cycle paths/routes (Clerk)
 - vii. new cemetery footpath, bridge and artwork for garden of contemplation (Clerk)
- b. 25/05/09 Footpath report update (RS – previously circulated)
- c. 25/05/10 Update on tank pond conveyancing (RS/Clerk)
- d. 25/05/11 Update on village pond safety and water quality improvement (SE)
- e. 25/05/12 Update on new playground safety incidents (SE)
- f. 25/05/13 Speeding in village, including extending 30mph zone and SID maintenance (Clerk)

15. Correspondence and other issues

- a. 25/05/14 Update on water connection and tap for new cemetery (Clerk)
- b. 25/05/15 Update on excessive sewage overflows into the Blyth River by Anglian Water (RS/Clerk)
- c. 25/05/16 Second defibrillator for village update (OH)
- d. 25/05/17 To note dates agreed for the scrap collection, 28/29 June and 5/6 July 2025 (OH)
- e. 24/05/18 Ongoing feedback on remedial/protective work completed on war memorial junction (RS)
- f. 24/05/19 To discuss resident's complaint about E-scooters (clerk)

Date of next meeting

- a. The date of the next meeting is Monday 9 June 2025 at 7 30 pm in the **PARISH ROOM**.

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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