



# PARISH COUNCIL MEETING

**Monday 11 May 2026 at 7:00pm in the Guildhall 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 discuss reports from district and county councillors. The local election held on 7 May, may affect whether the county councillor report is covered in the meeting.

## **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 (1+)
    - iv. Laxfield & District Museum (1+)
    - v. SALC & County Area Committees (2+)
    - vi. Heveningham Hall Country Fair Committee (1)
- 4. Apologies and approval of absences**
- 5. Declaration of interests**
- 6. Approval of minutes**
  - a. 26/05/01 Approval of minutes from Parish Council meeting held on 13 April 2026
- 7. Planning**
  - a. Note the following planning decisions under consideration by Mid Suffolk District Council:  
**APPLICATION FOR PLANNING PERMISSION - DC/26/01107**  
*Proposal:* Householder Application for the erection of a Single storey side extension.  
*Location:* Meadow Barn Gorams Mill Lane Laxfield Woodbridge Suffolk IP13 8DN.

### **APPLICATION FOR PLANNING PERMISSION - DC/26/01663**

*Proposal:* Notification of works to Trees in a Conservation Area - Reduce crown of 1 No. Silver Birch (T1) by 1.5m. *Location:* White Leaf Cottage Market Square Bickers Hill Road Laxfield, IP13 8DP.

### **APPLICATION FOR PLANNING PERMISSION - DC/26/01665**

*Proposal:* Notification of Works to Trees in a Conservation Area - Fell 1 No. Atlas Cedar (T1).  
*Location:* 10 Jubilee Close Laxfield Woodbridge Suffolk IP13 8DQ.

### **APPLICATION FOR PLANNING PERMISSION - DC/26/01573**

*Proposal:* Change of use of Chapel of Rest (Class E) to 1no residential dwelling (Class C3).  
*Location:* Former Chapel of Rest Adjacent to The Brambles, The Street Laxfield IP13 8DZ.

## **8. Finance**

- a. 26/05/02 Authorise BACs payments, direct debits and receipts as listed in Register of Payments for April 2026 (previously circulated)
- b. 26/05/03 Review bank reconciliations for April 2026 (previously circulated)
- c. 26/05/04 Performance vs budget forecast (previously circulated)

## **9. PIIP project scoping**

- a. 26/05/06 Review of 5 project scoping documents for prioritised CIL schemes (SE/HS)

## **10. 2025/26 audit**

- a. 26/05/07 Update on internal audit for 2025/26 (Clerk)

## **11. Annual Parish Meeting for 2025/26**

- b. 26/05/08 Review of APM booklet and delivery (Clerk)

## **12. Roads, Footpaths, Infrastructure, Green Areas**

- a. 26/05/09 Playground annual inspection report and repairs (SE)
- b. 26/05/10 Update on issues raised at last meeting open forum (RS/Clerk)
- c. 26/05/11 Speed Indicator Devices - new pole and 20mph zone data gathering (DM/Clerk)
- d. 26/05/12 Suffolk Wildlife Trust village pond report (SE)
- e. 26/05/13 Village pond lifebuoy and solar Aerators (Clerk)
- f. 26/05/14 Link path between Billingford Grove and Mill Close (DM/Clerk)
- g. 26/05/15 Gate or path linking Cullingford Close/Read Way to Laxfield Playing Fields (PB)

## **13. Correspondence and other issues**

- a. 26/05/16 Stradbroke U15s football team using Laxfield as home ground (OH)
- b. 26/05/17 Consultation and engagement with Laxfield's young people (OH)
- c. 26/05/18 Laxfield 800 anniversary update (Clerk)

## **Date of next meeting**

- a. The date of the next meeting will be Monday 8 June 2026 at 7:00 pm in the PARISH ROOM.  
*PLEASE NOTE – that there is also an **Annual Parish Meeting** on 18 May at 7pm at Laxfield Baptist Church*

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.

**Peter Lowe (Parish Clerk), 21 Talbot Road, Laxfield, Woodbridge, Suffolk IP13 8FP**

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