



# PARISH COUNCIL MEETING

## **LAXFIELD PARISH COUNCIL MEETING MINUTES** **Monday 10 February 2025 at 7 pm in the Parish Room** [www.laxfield-pc.gov.uk](http://www.laxfield-pc.gov.uk)

### **OPEN FORUM**

No members of the public attended the meeting.

CLlr Lloyd and CLlr Linder attended. Reports had been received from CLlr Linder, CLlr Lloyd and MSDC and these are available to view on the website.

The chair and clerk commented that they had both received very positive feedback about the new playground.

The chair had received a complaint about a very bright light in the parish. CLlr Smith to progress with the landowner.

The clerk informed the meeting that, after a long service, the parish room caretaker would be leaving in March. The caretaker was thanked for her work for the council. The contract would be advertised in the coming weeks.

### **MINUTES**

Attendees: D Alchin, P Bicheno, S Ellis, O Hackett, S Innes (Chair), D Martindale, R Smith, R Sutton, K Gregory (clerk).

#### **1. Apologies and approval of absences**

L Sharman, S Sutton.

#### **2. Declarations of interest**

Item 7h 25/2/16 – D Alchin, D Martindale

Item 8d 25/2/23 – S Ellis.

#### **3. Approval of minutes**

- a. 25/02/01 Minutes from Parish Council meeting held on 13 January 2025 were approved. Proposed R Sutton, seconded D Martindale, AIF.
- b. 25/02/02 Minutes from Extraordinary meeting held on 28 January 2025 were approved. Proposed D Alchin, seconded R Sutton, AIF.

#### **4. Planning**

- a. **The following decisions made by Mid Suffolk District Council were noted:**

##### **PERMISSION GRANTED DC/24/05201**

Proposal & Location of Development: Application for works to a tree in a Conservation Area - Reduce 1 No Ash Tree in height from 13 m to 10 m and in width from 9 m to 7 m to control size. 3 Guildhall Cottages, High Street, Laxfield, Woodbridge Suffolk IP13 8DU

##### **PERMISSION GRANTED DC/24/05219**

Proposal & Location of Development: Notification of Works to Trees in Conservation Area - Reduce row of mixed trees to 8 FT. Church View, High Street, Laxfield, Woodbridge Suffolk IP13 8DU

##### **PRIOR APPROVAL REFUSED - AGRICULTURAL TO DWELLING - DC/24/04468**

Notification under Schedule 2 Part 3 Class Q of the Town and Country Planning (General Permitted Development) (England) Order 2015 Proposal: Application to determine if Prior Approval is required for a proposed Change of Use of

Agricultural Buildings to Dwellinghouses (C3) and for building operations reasonably necessary for conversion. Town and Country Planning (General Permitted Development) (England) Order 2015 as amended Schedule 2, Part 3, Class Q - Conversion of 2no poultry houses to form 5no dwellings. Location: Poultry Houses, Cratfield Lane, Laxfield, IP13 8EU

**DISCHARGE OF CONDITION(S) TOWN AND COUNTRY PLANNING ACT 1990 - DC/24/05155**

Proposal: Discharge of Conditions Application for DC/24/03103 - Conditions 3 (Landscaping), 5 (Materials) and 15 (Weatherboarding) Location: Orchard Cottage, High Street, Laxfield, Woodbridge Suffolk IP13 8DX

**b. The comments submitted to Mid Suffolk District Council regarding the following applications were noted:**

**TREE PRESERVATION ORDER - DC/25/00209**

Proposal: Notification of Works to Trees subject to a Tree Preservation Order MS259/G1 - Reduce back to previous pruning points and remove epicormic on 2x Lime Trees (T1 and T4), reduce 2x Chestnut Trees to approximately 25% from 45ft to 40ft (T2 and T5), reduce Sycamore Tree (T3) by approximately 25% from 45ft to 40ft and reduce Ash Tree (T6) by 40% or to sound wood. Location: Orchard View, Station Road, Laxfield, Woodbridge Suffolk IP13 8HF  
*Objections were submitted as detailed on the website*

**APPLICATION FOR PLANNING PERMISSION - DC/24/05044**

Proposal: Planning Application - Repair and refurbishment of former agricultural outbuildings for ancillary residential use. Location: Laxfield House, Dennington Road, Laxfield, Woodbridge Suffolk IP13 8HJ  
*No objections.*

**c. The following planning issues:**

- a. building development on the East side of Bickers Hill and correspondence with MSDC regarding the matters raised – the postponed meeting between Cllr Linder and D Martindale had been rescheduled and feedback would be given at the next meeting regarding progress
- b. Blacksmith's Way development, Mill Close connecting footpath. Cllr Linder commented in the open forum that very slow progress had been made with this issue but he had now received a response from his contact and would continue to pursue.

**5. Finance**

- a. 25/02/03 BACs payments, direct debits and receipts as listed in Register of Payments for January 2025 were approved. Proposed S Ellis, seconded D Martindale, AIF.
- b. 25/02/04 Bank reconciliations for January 2025 were reviewed. Proposed S Ellis, seconded O Hackett, AIF.
- c. 25/02/05 Performance v budget and monthly accounts for January 2025 were reviewed and agreed.
- d. 25/02/06 It was noted that the precept demand had been submitted and accepted and the agreed budget will be on the website by the end of this week.
- e. 25/02/07 It was agreed to give the clerk an overtime payment of 15 hours for additional work completed in January 2025. Proposed P Bicheno, seconded O Hackett, AIF.

**6. Neighbourhood Plan**

- a. 25/02/08 It was agreed to reserve a pitch at the community market in April and September of each year. This would be hosted by councillors. During this time, consultation would take place regarding the Laxfield Design Guide and any other issues residents wished to raise. The clerk to book slots with the community market.

**7. Roads, Footpaths, Infrastructure, Green Areas**

- a. 25/02/09 Action points from GSG meeting held on 4 February 2025 were noted.
- b. 25/02/10 Action points from the Highways group meeting held on 5 February 2025 were noted.
  - i. Gateway signs for the parish were discussed and the meeting was informed that a paper would be submitted at the March meeting.
- c. 25/02/11 Following an email from the churchwarden, the date for Spring 2025 litter pick was discussed. As no other date was available in March, it was decided to keep the date for the litter pick as previously agreed. The litter pick organisers would use the market grilling facilities for the food.
- d. 25/02/12 Village pond improvements – to be carried over to the next meeting.
- e. 25/02/13 The clerk and D Martindale met with an engineer to conduct an EV charging point survey at the playing field. The results of this would be fed back once received.
- f. 25/02/14 It was noted that the cars parked at the front of the Baptist church had been removed.

- g. 25/02/15 It was agreed that the clerk would contact SCC Highways department about the area in front of Pump Lane.
- h. 25/02/16 A grant application from Laxfield Community Land Trust had been circulated prior to the meeting. The application was discussed and it was agreed to award LCLT a grant of £8 000 to support phase 2 of the project. This would be funded from CIL monies and not general reserves. Proposed S Innes, seconded P Bicheno, MIF.
- i. 25/02/17 It was agreed that D Martindale and P Bicheno would put together a plan for the refurbishment of the village trail sign outside the Royal Oak and bring proposals and quotes to the March meeting.
- j. 25/02/18 The hedge laying proposal put forward by Laxfield Relief at the Station Road allotments was agreed.
- k. 25/02/19 It was agreed to purchase three new dog litter bins to replace those that were damaged along Mill Road. Proposed S Innes, seconded S Ellis, AIF.

#### **8. Correspondence and other issue**

- a. 25/02/20 The new owners of the Royal Oak had agreed to the defibrillator being placed at the 'new end' of the building. O Hackett and the clerk to resubmit listed building application.
- b. 25/02/21 It was noted that the review of the parish council's policies and procedures is currently taking place and documents will be signed off at March 2025 PC meeting.
- c. 25/02/22 It was confirmed that six applications had been received for the position of parish clerk. It was agreed that interviews would be carried out towards the end of February by a panel of three councillors with a predicted start date of 1/4/25 in order that a full handover could be given during April.
- d. 25/02/23 Three Rix Petroleum syndicate rebate applications had been received and it was agreed to allocate the monies equally between the three local groups. Proposed R Sutton, seconded P Bicheno, AIF.
- e. 25/02/24 It was agreed to support funding for a village piano recital event. Proposed P Bicheno, seconded S Ellis, AIF.
- f. 25/02/25 It was agreed to support Laxfield museum events up to £400 for the following season. Proposed R Sutton, seconded O Hackett, AIF.
- g. 25/02/26 Laxfield museum's request to display hearse and bier for a day this season was agreed.

Date of next meeting – **Monday 10 March 2025 at 7 pm in the parish room.**

MEETING FINISHED at 8 24 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.

**Karen Gregory (Parish Clerk), Hill Farm Barn, Framlingham Road, Badingham, Suffolk IP13 8JL**

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