



PARISH COUNCIL MEETING

LAXFIELD PARISH COUNCIL MEETING MINUTES

Monday 10 March 2025 at 7 pm in the Parish Room

www.laxfield-pc.gov.uk

OPEN FORUM

Seven 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. Each also gave a verbal update.

A resident requested that the parish council communicate with him regarding a number of planning issues which had been forwarded to MSDC planning department and MSDC planning enforcement. It was agreed that contact would be made with the district councillor and the clerk.

Two residents attended to thank the parish council for considering their request for funding for the LitFest. The item is covered at 9j 25/03/28.

A resident requested replacement defibrillator pads and the clerk agreed to order these.

A resident attended to explain their proposals for the village sign at item 8c 25/03/13.

MINUTES

Attendees: P Bicheno, S Ellis, L Sharman, D Martindale, R Smith, R Sutton (Chair), S Sutton, K Gregory (clerk).

1. Apologies and approval of absences

D Alchin, O Hackett, S Innes.

2. Declarations of interest

None as item 9l 25/03/30 not covered.

3. Councillor membership – it was noted that the parish council currently has one vacancy and this will become two in May 2025. The position will be advertised as per agreed process. It was noted that the clerk had received an expression of interest from a resident to become a co-opted member.

4. Approval of minutes

- a. 25/03/01 Minutes from Parish Council meeting held on 10 February 2025 were approved. Proposed S Ellis, seconded R Sutton, AIF.

5. Planning

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

CONSENT DC/25/00209

Proposal & Location of Development: 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 crown volume of 2x Chestnut Trees by up to 25% shortening outermost spread from approximately 45ft to 40ft (T2 and T5), reduce crown volume of Sycamore Tree (T3) by up to 25% shortening outermost spread from approximately 45ft to 40ft and reduce crown volume of Ash Tree (T6) by up to 40% or to sound wood. Orchard View, Station Road, Laxfield, Woodbridge Suffolk IP13 8HF

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

APPLICATION FOR PLANNING PERMISSION - DC/25/00453

Proposal: Planning Application - Demolition and rebuilding of Mill House as a Self-Build House and associated landscaping Location: Mill House, Gorams Mill Lane, Laxfield, IP13 8DN

No objections

APPLICATION FOR LISTED BUILDING CONSENT - DC/25/00625

Proposal: Application for Listed Building Consent - Replacement windows and 2no. doors. Replacement fascia boards.

Location: Field House, Station Road, Laxfield, Woodbridge Suffolk IP13 8HG

No objections.

c. **Update on the following planning issues:**

- a. building development on the East side of Bickers Hill and correspondence with MSDC regarding the matters raised – Cllr Linder confirmed that the concerns regarding the development had been discussed with the planning department and several issues had been forwarded to planning enforcement. At the open forum it had also been agreed to discuss the matters with the developer.
- b. Blacksmith's Way development - Mill Close connecting footpath – Cllr Linder confirmed that he was still trying to progress this matter with his contact.

6. Finance

- a. 25/03/02 BACs payments, direct debits and receipts as listed in Register of Payments for February 2025 were authorised. Proposed D Martindale, seconded L Sharman, AIF.
- b. 25/03/03 Bank reconciliations for February 2025 were reviewed. Proposed S Ellis, seconded S Sutton, AIF.
- c. 25/03/04 Performance v budget and monthly accounts for February 2025 were reviewed. Proposed S Ellis, seconded P Bicheno, AIF.
- d. 25/03/05 The Asset Register as at March 2025 had been reviewed and was noted.
- e. 25/03/06 The financial risk assessment as at March 2025 had been reviewed and was noted.
- f. 25/03/07 It was noted that the loan of £5000 from Laxfield CLT to the parish council was paid back on 5/3/25 and thanks were noted.
- g. 25/03/08 It was noted that the Laxfield internal audit for 2024-25 would be conducted by SALC during the week commencing 14/4/25.
- h. 25/03/09 Thanks from Laxfield CLT for their recent receipt of a Laxfield parish council grant was noted.

7. Neighbourhood Plan

- a. 25/03/10 It was agreed that the parish council should postpone attendance at Laxfield market until May to promote the parish council, take questions from residents and discuss the Laxfield Design Guide. Councillors would also attend in September 2025. This would be discussed further at the April Parish Council meeting.

8. Roads, Footpaths, Infrastructure, Green Areas

- a. 25/03/11 Update on village pond improvements – this was briefly discussed and further information would be available at the April meeting.
- b. 25/03/12 The clerk confirmed that she had received the results from the EV charging point survey and would circulate to the parish councillors before progressing further.
- c. 25/03/13 Proposals for the refurbishment of the village trail sign outside the Royal Oak were discussed at the open forum and it was agreed to progress the ideas. The resident and D Martindale were thanked for their efforts and time thus far. The clerk to discuss the refurbishment of the area around the sign with the Royal Oak.
- d. 25/03/14 It was noted again that the litter pick would take place on Saturday 15 March.
- e. 25/03/15 It was noted that new bins for Mill Road had been ordered and the old ones would be replaced when they arrive.
- f. 25/03/16 It was confirmed that work would take place on the final stages of the war memorial refurbishment from 13 – 19/6/25.
- g. 25/03/17 The floodlighting issue remains unresolved and R Smith would speak to the landowner again.
- h. 25/03/18 The clerk confirmed that she would circulate the Community Together Transport Solutions email and advertise it on the noticeboard and the internet.

9. Correspondence and other issue

- a. 25/03/19 It was confirmed that the listed building consent application for the second defibrillator would be progressed by O Hackett and the clerk before the next meeting.
- b. 25/03/20 The parish council's policies and procedures review 2025 had been carried out and all were agreed. Proposed R Sutton, seconded S Sutton, AIF. The clerk would ensure these were placed on the website.
- c. 25/03/21 It was confirmed that a verbal offer had been made to a new parish clerk/RFO, they had accepted and would commence on 1 April 2025. Once the offer and acceptance had been made in writing, the clerk would let the parish councillors know further details. A full handover would take place during April 2025.
- d. 25/03/22 It was noted that S Innes would stand down from her role as Chair and also from parish councillor at the annual parish council meeting on 19 May 2025.
- e. 25/03/23 Once he had discussed with O Hackett, R Smith would forward the clerk a date for Laxfield's scrap metal collection 2025.
- f. 25/03/24 It was agreed that, as in previous years, annual booklets would be produced for all householders in the parish for the annual Parish Meeting on 19 May 2025. Proposed S Sutton, seconded S Ellis, AIF. It was also agreed that more than two volunteers were needed to distribute to households and this would be agreed at the April meeting.
- g. 25/03/25 The review of the parish infrastructure investment plan (PIIP) was signed off and the updated plan would be placed on the website.
- h. 25/03/26 It was agreed that O Hackett, R Smith and R Sutton would assist in moving the hearse and bier for the open day.
- i. 25/03/27 It was agreed to fund the Laxfield Church Glamping project with £500 to support set up costs. Proposed S Sutton, seconded P Bicheno, AIF.
- j. 25/03/28 It was agreed to fund the Low House CIC for Lit Fest 2025 with £1750 as requested. Proposed S Ellis, seconded R Sutton, AIF.
- k. 25/03/29 It was agreed not to fund the Beltane festival this year.
- l. 25/03/30 Laxfield market – 800th anniversary celebrations – carried over to the next meeting.
- m. 25/03/31 It was agreed that the museum should receive the monies usually paid to the contractor as they would take up the cleaning of the parish room. Proposed S Sutton, seconded R Sutton, AIF.
- n. 25/03/32 It was agreed to financially support the senior residents' Christmas lunch 2025 from the Snook Bequest fund. Proposed R Sutton, seconded L Sharman, AIF.

Date of next meeting – **Monday 14 April 2025 at 7 pm in the parish room.**

MEETING FINISHED at 8 27 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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