

HAUGHLEY PARISH COUNCIL

Chairman: Councillor Alf Hannan

Acting Proper Officer: Councillor Gerald Brown

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Dear Councillor

You are summoned to attend the Meeting of the Haughley Parish Council, which will be held in the Green Room, Haughley Village Hall on **Wednesday 18th July 2018 at 7.00pm (Note: the new regular time)**. The meeting will consider the items set out below. Any person who may find difficulty in access to the meeting through disability is asked to advise the Acting Proper Officer (contact details shown above) at least 24 hours before the meeting so that every effort may be made to provide access.

All Parish Council Meetings are open to the Public and Press. Photographing, recording and broadcasting or transmitting the proceedings of the meeting by any means is permitted.

Gerald Brown

Acting Proper Officer

AGENDA

1. To receive and consider apologies for absence
2. To receive Councillors' Declarations of Interest in any item on the Agenda
3. To consider any dispensations
4. To approve the minutes of the Parish Council Meeting of 19th June 2018 – **Appendix 1**
5. **Public Forum** - Up to 15 minutes Public Participation (at the Chairman's discretion). Each speaker will be allowed 3 minutes to address the Council
6. Report from County Councillor A Stringer – **Appendix 2**
7. Report from District Councillor R Eburne – **Appendix 3**
8. To consider the following Planning Application(s) and agree Council comments and recommendations for submission to Mid Suffolk District Council
 - a) DC/18/03035. Proposal: Outline Planning Application (All Matters Reserved) - Erection of 1no. dwelling and associated garage. Location: **Land South Of Ashdown Haughley Green** Stowmarket IP14 3RR
 - b) DC/18/02925 Proposal: Planning Application - Change of use of land and erection 1No. dwelling. Location: **Bridge Field Paddock, Green Road, Haughley**, Stowmarket Suffolk IP14 3RA
 - c) DC/18/02938 [SCC\0049\18] Proposal: Regulation 3 Planning Application (Application on behalf of Suffolk County Council) Retrospective application for Installation and operation of a concrete batching plant, ancillary facilities and access. Location: **Lawn Farm Quarry Old Bury Road Wetherden Suffolk IP14 3JU**
 - d) Any other planning application submitted to the Parish Council prior to the meeting
 - e) Further information regarding the proposed Fishponds Way development and consider response to recent consultation
 - f) Further information regarding the proposed Green Road development and consider response
 - g) Further information regarding the proposed Haughley Park development and consider response

9. VAS equipment - to receive an update and consider quotations for
 - (a) An additional VAS unit
 - (b) Repair of an existing VAS unit
10. Gallowfield Wood Committee
 - (i) To receive final minutes of Gallowfield Wood Working Party meeting held 22 June 2018 – **Appendix 4**; the next meeting to be as the Gallowfield Wood Committee
 - (ii) To note membership of the Gallowfield Wood Committee – **Appendix 5**
 - (iii) To receive and comment on a draft contract received prepared on behalf of Gallowfield Wood Committee for Wild Play and Montessori – **Appendix 6??**
11. To receive an update on Parish Council responsibilities for Charities within the parish (GB)
12. To receive an update for a Neighbourhood Watch scheme for Haughley (SC)
13. To receive feed-back from Stowmarket Town Council's Place Shaping Board with Stowupland and Haughley Parish Councils (GB/RS/SC)
14. To receive feedback on visit by Parish Councillors to Walnut Tree Manor (GB)
15. To consider litter picking in Haughley (provisionally) during July
16. To consider maintenance needs for the Bus Shelter and Pump on the green (MG)
17. To consider Parishioner concerns relating to dogs on The Cricket – **Appendix 7**
18. Finance
 - (a) To receive the Finance Report for June 2018 – **Appendix 8**
 - (i) Bank reconciliation
 - (ii) Budget to actual
 - (iii) Receipts and payments since the last meeting
 - (b) To consider arranging for chainsaw training of up to two persons – provisional cost £360 plus vat per person
 - (c) To authorise payments (BACS, SOs and cheque payments)
 - (d) To note that under normal circumstances, only payments scheduled for approval will be considered for approval at a Parish Council meeting. Late requests for payment of invoices will be scheduled for approval at the following Council meeting.
 - (e) Community Infrastructure Levy (CIL)
 - (i) To receive an updated schedule of items for inclusion in a Parish Infrastructure Investment Plan (PIIP) – **Appendix 9**
 - (ii) To receive quotations for benches for public seating
19. To Review and if thought appropriate adopt the following policies:
 - i. Parish Council Policies
 - a. The Council's Data Protection Policy – **Appendix 10**
 - b. The Council's Document destruction recording template – **Appendix 11**
 - c. The Council's General Data Protection Policy – **Appendix 12**
 - d. Information available from Haughley Parish Council under the model publications scheme (ICO) - **Appendix 13**
 - ii. Parish Council Terms of Reference for Councillors – **Appendix 14**
20. To consider the conditions to initiate the recruitment of a Clerk for Haughley Parish Council
21. To consider matters from correspondence received – information previously circulated
22. Dates of next meetings:
Parish Council Meeting Wednesday 15th August 2018 - Venue: Green Room, Haughley Village Hall at 7.00pm