

ANNUAL ASSEMBLY OF THE PARISH MINUTES

Date of meeting: Wednesday 8th May 2024
Time: 7:00- 7.20 pm
Venue: The Foundry
Clerk: lawshallpcclerk@outlook.com

- **Report from the Chair of Lawshall Parish Council**

KW summarised changes to Lawshall Parish Council, the events and successes of the year. These included the formal adoption of the Lawshall Neighbourhood Plan by Babergh District Council in April, increasing the biodiversity of the area with the Turtle Dove and other projects, donations to Lawshall Archives, Little Saplings Pre-school and local charities.

- **Reports from local groups about their activities**

Thanks to Lawshall Community Woodlands, the Village Hall Management Committee, Lawshall Ladies and Lawshall All Saints Church who shared or provided reports read by KW. Lawshall Archive sent apologies.

ANNUAL MEETING OF LAWSHALL PARISH COUNCIL MINUTES

Date of meeting: Wednesday 8th May 2024
Time: 7:30pm
Venue: The Foundry
Clerk: lawshallpcclerk@outlook.com

The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded.

The meeting is open to members of the public to attend in person. Members of the public not wishing to attend in person may submit written representations on issues to be covered in the agenda or items in general which will be noted for further consideration.

PRESENT:	ACTION
Karen Whordley (Chair), Nigel Hughes, Mark Anson, Andy Irish, Catherine Baynton, Juliet Frost, Louisa Mower, Stephen Plumb 5 members of the public	
1. APOLOGIES Noted and accepted from Richard Kemp and Michael Holt.	
2. ELECTION OF THE CHAIR AND VICE CHAIR KW proposed MA as Chair. NH seconded. MA accepted office. MA proposed NH as Vice Chair. KW seconded this. NH accepted office.	
3. DECLARATION OF BUSINESS INTERESTS/CONFLICT OF INTEREST To give Councillors the opportunity to declare any new business interest or potential conflict of interest arising from the agenda for the meeting. CB Householder Planning Application.	
4. MINUTES OF THE PREVIOUS MEETINGS Held on Tuesday 9 th April 2024 (minutes as detailed on the website and emailed to Councillors) approved and signed by MA.	
5. MATTERS ARISING To receive progress of actions from last meeting and consider any matters arising from previous meetings not covered elsewhere in the agenda. <ul style="list-style-type: none"> • Walcher's Meadow continuing Flooding Issue MA proposed getting an expert to look into this and make suggestions about a solution. Council agreed. LM to add to June agenda. • Playground Cat and Bird Deterrents MA proposed the use of upturned cable ties as safe and cost effective. Seconded by AI. MA to purchase a pack of 100 cable ties from Screwfix costing 8p each. Volunteers to complete the work. 	<p>LM MA</p> <p>MA</p>

<ul style="list-style-type: none"> • Dog Waste Bin KW proposed disposal of this due to bracket and emptying costs. Seconded by JF. MW to action. • Replacement Oil Tank for the Village Hall KW shared Police Forum advice for CCTV and signs rather than a replacement tank or gates. CIL guidance states that monies can only be used for new infrastructure. Village Hall Management Committee to contact RK about locality funding and police to assess measures needed. CB suggested multiple layers of deterrent. LM to add Security for the Village Hall to the agenda for June. 	<p>MW</p> <p>LM Village Hall Management</p>
<p>6. REPORTS</p> <ul style="list-style-type: none"> • County Councillor, Richard Kemp circulated to Councillors. Shared by MA. • From District Councillors, Michael Holt and Stephen Plumb circulated to Councillors. Shared by SP. 	
<p>7. UPDATES AND CORRESPONDENCE</p> <ul style="list-style-type: none"> • Neighbourhood Plan Update. NH shared the wonderful news that this has been passed and thanked the review team for all their hard work. There will be a community event to celebrate. Arrangements being made by NH. New planning applications will be considered against the Lawshall Neighbourhood Plan laws and Babergh Mid Suffolk planning team will assist with sharing this information. • To Review Councillor Roles and Areas of Expertise. To appoint R.F.O. MA proposed LM as R.F.O. and to help him with the website. Thanks to JF and two residents who have volunteered for the Planning Watchdog. Seconded by KW. Councillors to consider other Roles, Interests and Areas of Expertise via email. LM to add to June agenda. • To Review and Adopt Standing Orders and Financial Regulations. Council reviewed and adopted Standing Orders. Proposed by MA. Seconded by KW. Move financial matters to the June agenda. • To Review Lawshall Parish Council Policies and Risk Assessments. Move financial matters to the June agenda. • Local Road Closure Information. NH explained the usefulness of https://suffolk.roadworks.org/. KW to add to Facebook. LM to add to Round and About. • Information from Police Forum. KW shared https://www.suffolk.police.uk/area/your-area/suffolk/sudbury-and-haverhill/sudbury-rural-north/about-us/crime-map and suggested adding this as a monthly agenda item. Council agreed. LM and MA to action. • Golden Wood Bird Survey. 	<p>NH</p> <p>LM MA</p> <p>LM</p> <p>LM</p> <p>LM KW</p> <p>LM MA</p> <p>LM MA</p>

<p>NH highlighted the increasing biodiversity in Lawshall due to the proximity of the ancient woodlands and other habitats. LM to upload report to Lawshall Parish Council website. MA to support.</p>	
<p>8. FINANCE To receive a finance report, consider grant requests and authorise payments.</p> <ul style="list-style-type: none"> • Business account: £22,996.31 • Community account: £13.32 • CIL Expenditure Report for 2023 to 2024. Move financial matters to the June agenda. LM • Consideration of Account for CIL Spending and Reserves. LM to add to the June agenda. LM <p>INVOICES TO BE PAID</p> <ul style="list-style-type: none"> • Clerk salary for the month of April: £593.19 • Steve Dyer Landbased Services for cuts of Walcher’s Meadow on 22/3/24 and 13/4/24: £150 • Pro-Scape for path spraying on 25/2/24: £78. • Evan Markell for cutting vegetation in burial ground and playground on 8/5/24: £145 • Invoice total= £966.19. MA proposed a transfer of £970 from the Business to the Community account to pay these. Seconded by AI. LM and KW to action. KW LM • KW to remain as a bank signatory at the moment. 	
<p>9. PLANNING To consider planning applications and appeals.</p> <p>APPLICATION FOR PLANNING PERMISSION- Ref no. DC/24/00802 Proposal: Erection of extension to existing shed to create a disabled WC, gardeners store and garage for a ride-on lawnmower. Location: Coldham Cottage, Bury Road, Lawshall, IP29 4PL. No objections from Lawshall Parish Council. Comments submitted. (AWAITING DECISION).</p> <p>APPLICATION FOR PLANNING PERMISSION – Ref no. DC/24/01932 Proposal: Severance of garden and erection of 1No. self-build dwelling with attached garage and annexe over. Location: The Limes, Hibbs Green, Lawshall, IP29 4QG. Extension granted for comments until 13th June 2024.</p> <p>APPLICATION FOR PLANNING PERMISSION – Ref no. DC/24/01691 Proposal: Householder Application. Erection of single garage. Location: 1 Swanfield, Lawshall, IP29 4QB. Comments invited. Extension for these granted until 9th May 2024. Considered against Lawshall Neighbourhood Plan Review. No objections From Lawshall Parish Council.</p>	

<p>DISCHARGE OF CONDITIONS APPLICATION FOR DC/23/02330 Proposal: Part discharge of Condition 3. Action required prior to commencement of development- Lawshall Parish Council meeting 8/5/24 land contamination. Location: Land East Of, Folly Lane, Lawshall, Suffolk. Extension for return of comments requested.</p> <p>AGRICULTURAL DETERMINATION - DC/24/02115 Proposal: Application to determine if Prior Approval is required for a Proposed Erection of a building for Agricultural Use. Town and Country Planning (General Permitted Development) (England) Order 2015 as amended Schedule 2, Part 6 for the erection of 1no Polytunnel. Location: Coopers Farm, Melford Road, Lawshall, IP29 4PR IP29 4PX. Extension for return of comments to be requested.</p>	
<p>10. PUBLIC FORUM AND MATTERS FOR CONSIDERATION AT THE NEXT MEETING</p> <ul style="list-style-type: none"> • To receive comments or questions and matters of concern from Councillors. LM to add Pothole Surveying by MA, NH and JF to June agenda. • To receive comments or questions and matters of concern from members of the public either in person, email or writing. None 	LM
<p>11. CLOSE OF MEETING</p> <p>8.47 p.m.</p>	
<p>DATE OF NEXT MEETING:</p> <p>Tuesday 11th of June 2024 7.30 p.m.</p>	