

HOXNE PARISH COUNCIL

Minutes of meeting held at St Edmund's Hall, Hoxne at 19.30 on
Thursday 31 March 2022

Present:

Cllrs Kath Farthing (Chairman), Colin Ablitt, Jo Chimes, Philip Flagg, Alan Garnham (arrived 19.35) Iain Gibson, Rob Marsh-Feiley, Chris Parkin, and Simon Wilby. Also in attendance Sarah Foote (Parish Clerk), District Councillor Matthew Hicks and two members of the public.

1. Apologies

It was noted that Kevin Potter had resigned from the Parish Council and the Notice of Vacancy in Office of Councillor had been published. Apologies were noted from District Councillor Gould.

2. Declarations of Interests

Cllr Garnham declared a pecuniary interest in planning application DC/22/01518.

Cllr Parkin declared a non-pecuniary interest in agenda item 9 a.i.

Councillors were reminded of the requirement to update their register of interests as necessary.

3. Public Forum

No comments received.

Mid Suffolk District Council – Cllr Matthew Hicks reported increasing cases of Avian Flu and any concerns should be reported on 0345 9335577. A campaign was being launched to remind people not to put glass in their recycling bins. MSDC had frozen its council tax for the forthcoming financial year.

4. Minutes of last meetings 3 March 2022 were approved and duly signed by the Chairman.

5. Matters arising from minutes of 3 March 2022

6. Co-option to the Parish Council

No applications had been received.

7. Planning

a. The following planning applications were considered:

Ref	Location	Application
DC/22/01215	The Ashes, Pond Lane	Conversion of and one and half storey extension to garage and store room above into living accommodation; Erection of single storey rear extension to house.
It was unanimously agreed to recommend refusal of the application due to over development.		
DC/22/01117	Rosemount, Abbey Hill	Erection of a single storey rear extension (following part demolition of existing).
The Parish Council were unable to make a recommendation on this application due to the quality of the application and lack of information submitted.		
DC/22/01246	The Futtocks, Red Lion Close	Conversion of garage to provide additional living accommodation, replacing two doors with windows, and one window with a door (and associated brickwork) and insulate walls.
It was unanimously agreed to recommend approval of the application.		
DC/22/01518	Hollydean, Goldbrook	Fell 1no Apple (T1) and stump ground, and fell 1no Ash (T2), 1no Elder (T3), 3no Ash (T4), and 2no Elder (T5)
19.51 Cllr Garnham left the meeting. It was agreed that the Parish Council did not have reasons to object to this application. 19.55 Cllr Garnham returned to the meeting.		

b. The following planning determinations was noted.

Ref	Location	Application
DC/22/00097	The Lodge, Reading Green	Erection of two bay oak framed cart lodge – planning permission granted.

c. Hoxne Neighbourhood Development Plan Steering Group – Cllr Marsh-Feiley reported liaison had continued with the Highways Authority and Mid Suffolk District Council and it was hoped that the draft Plan would soon be submitted for regulation 14 examination.

d. There were no other planning matters.

8. Asset Management

a. St Edmund's Monument – to consider land transfer, creation of wildflower meadow, repairs to steps and any other matters relating to development at the land at Abbey Hill.

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The Working Group had met with the site developer. The developer had offered to repair the steps to the monument and the rail would be re-attached. Regarding the possible transfer of the wildflower meadow area to the Parish Council it was noted that; the Parish Council does not have to take transfer of the land but the developer has to ensure that the meadow is kept in perpetuity and maintained; all fences around the area would be the responsibility of the individual properties and not for the Parish Council to maintain, a management plan for the meadow was needed, disabled access across the driveways would be made possible to access the meadow.

Agreement was needed on how the legal transfer would progress and who would pay for it. It was agreed that the Parish Council needed to take independent legal advice to be certain of any liabilities it would be accepting on behalf of the Parish. It was agreed the Clerk would write to the developer to advise that the Parish Council would wish to take independent advice and ask for expenses to be reimbursed.

Cllr Marsh-Feiley offered to draw up a plan for consideration at the next (or future) meeting. These plans would include suggestions for trees as well as wild flower types.

It was noted that during construction the access to the monument would remain as is and would be protected with Heras fencing.

The councillors, outside of the above meeting, had discussed moving the telephone kiosk to the location as an information board but no agreement was made.

b. Plug-In Suffolk – further information had been received on the scheme and it was agreed that the installation of electric vehicle charging points in the car park of St Edmund's Hall could not proceed with the Village Hall Management committee's support. It was understood they would consider the matter further at their next meeting later in April and report back to the Parish Council.

c. Grass Cutting for the Community Orchard – it was agreed to continue to outsource the cutting at one cut per month during the growing season.

9. HM Queen Elizabeth Platinum Jubilee

a. The following grant applications were considered:

i. Hoxne Heritage Group – it was agreed to make a payment of £200 to support a Jubilee display.

ii. Hoxne Playingfield Management Committee – it was agreed to make a payment of £350 to support celebrations at the Playingfield on Friday 3 June. Disappointment was expressed that the Management Committee had not provided a report to the Annual Parish Meeting.

b. Plans for village events – it was understood that the following events were being planned. The Parish Council still had funding available to support any community events and applications needed to be made via the usual grants process.

Thursday 2 June: Exhibition by Heritage Group. Phoenix Group cake competition.

Friday 3 June: Family fun day at Playingfield, five-a-side football, bar open and music in the evening.

Classic vehicle assembly at Village Green with 20-mile tour ending at Playingfield.

Saturday 4 June: Village Fete in afternoon. Dance in St Edmund's Hall in evening.

Sunday 5 June: Church service.

It was suggested that the Parish Council produce and print a programme of events and it was agreed to allocate a budget of £200 for the promotion and advertising material.

10. The Maynard Trust

It was unanimously agreed to reappoint Mr Michel Henri as one of the Parish Council's representative Trustees for a period of three years from 28 April 2022.

11. Finance and Governance

a. The current financial statement was noted as £26,084.87.

b. It was agreed to make the following payments. It was noted that this meeting was in effect the first meeting of the Council's new financial year (although held on 31 March) and as such these payments would be made on or after 1 April 2022 (start of new financial year).

Amount	Payee	Details	Power
£721.33	S Foote	Clerk's salary April 2022 (to note that the JNC pay increase back dates to 1 April 2021 has been applied to this payment).	LGA 1972 S112
£219.84	HMRC	PAYE	LGA 1972 S111
£55.64	S Foote	Clerk's expenses including Spring Clean refreshments	LGA 1972 S111

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£75.00	Hoxne Playingfield Pavilion	Meeting room hire May to October 2021 inclusive	LGA 1972 S111
£551.72 Inc VAT	Mid Suffolk District Council	Annual garage rental	Localism Act 2011
£36.00	CPRE	Annual membership	LGA 1972 S111

To note payments made (expenditure pre-approved) to meet end of 2022 financial year:

Amount	Payee	Details
£763.79 Inc VAT	Suffolk County Council	Annual Street Lighting energy and maintenance to 31 March 2022
£40.00	Hoxne Playingfield Management Committee	NDP meeting venue hire (grant funded)

h. The Asset Register was reviewed and it was agreed to add the Heritage Walk information boards to the register at a value of £200.

12. Correspondence

The following items of correspondence were noted:

Received	From	Subject
04.03.22	NALC/SLCC	The National Association of Local Councils/National Joint Council for Local Government Services (NJC) agreed new rates of pay applicable from 1 April 2021.
15.03.22	Anglian Water	Working in partnership with Anglian Water to help vulnerable parishioners
15.03.22	Babergh Mid Suffolk Councils	Food Savvy Campaign
24.03.22	Babergh Mid Suffolk Councils	Community Governance Review
25.03.22	Babergh Mid Suffolk Councils	CIL Funding Applications – May Bid Round
25.03.22	Diss and District Neighbourhood Plan	Major Modifications' Consultation under Regulation 14 of the Neighbourhood Planning (General) Regulations 2012 (as amended).

13. Urgent matters and matters for information

It was noted that the Annual Parish Meeting had been a success with over 50 people in attendance. Cllr Parkin was thanked for his idea of including 'stands' from village organisation and it was agreed that this format would be considered again for next year.

Village Spring Clean – all who had attended were thanked for their efforts.

Cllr Chimes reported she had attended the Suffolk Police Locality Meeting and would provide a written report. Cllr Chimes had met, as appointed by the Parish Council to do so, with the Parochial Church Council to discuss church yard management.

14. Date of next meeting

Annual General Meeting of the Parish Council – Thursday 5 May 2022.

15. At 20.54 and pursuant to the Public Bodies Admission to Meetings Act 1960, it was agreed to close the meeting to the public to consider confidential matters relating to:

a. Bequest of land to Parish Council

The Parish Council noted the possible offer of transfer of land in the east of the village to the Parish Council. It was agreed that consideration would need to be given to any liabilities and how the land could be used as well as legal advice on any rights of way.

It was agreed that Cllrs Chimes and Parkin would contact the landowner, visit the site and provide a report to Council.

b. Staff terms and conditions and performance management

The Clerk left the meeting during the above item. No confidential report had been provided to append to the minutes.

The meeting was closed at 21.23.