

HOXNE PARISH COUNCIL

Minutes of meeting held at St Edmund's Hall, Hoxne on
Thursday 8 June 2023 at 19.30 hours

Present:

Cllrs Paul Ellis, Bryn Lerwill, Chris Parkin (Chairman) and Richard Kruszewski. Also in attendance Sarah Foote, Parish Clerk, County Councillor Peter Gould and Wayne Saunders (Suffolk Highways). Six members of the public observed the meeting.

1. Apologies

District Councillor Hicks had provided his apologies.

2. Declarations of Interests

None. It was noted that all councillors had completed their register of interests and the Clerk would duly input these on to the new Mid Suffolk Council system.

3. Public Forum

Suffolk County Council – Cllr Gould delivered his report which confirmed there was additional SCC funding for highways signs. Cllr Gould was a member of the SCC working party for this and was keen to create local budgets to deal with priorities in the villages. Additional funding, to £10m, had also been raised for road repairs such as resurfacing. Councillors reported concerns with the condition of the existing signage on the B1118 and asked if this should be a priority as the road was classified as an HGV Route.

A member of the public raised concerns about accidents occurring on the Eye Road and asked what could be done to introduce a 30mph limit on this stretch of the road. Cllr Gould responded that there seemed to be substantive evidence and referred to the Suffolk County Council speed limit policy. A traffic regulation order would be needed to facilitate a change to the speed limit. A 40 mph buffer was also discussed.

A member of the Playingfield Committee thanked both the Parish Council and the County Council for their support of the recent Coronation event. A further funding request was made based on feedback received from the village on the success of the event.

A member of the public reported more HGVs were travelling through the village since the TTRO had come into effect in Eye.

Agenda item 8A was discussed at this point in the meeting

Plans for additional signage; no footway and pedestrians in the road, and road narrowing signs were considered and it was noted that the yellow strips coming in from Oakley would be reinstated and 'slow' markings repainted. All lines would be refreshed; give way, centre lines etc. There would be a charge to the Parish Council as there was no central budget at Suffolk Highways for such works. The County Councillor would offer 50% of the cost from his local highways budget. Councillors challenged that these signs should be fully funded by Suffolk Highways as the road was an HGV route and it was a statutory function of the highways authority and also asked if the suggested locations were the most appropriate. Councillors were reminded that there might be exceptional circumstances for the 30mph to be reduced to a 20mph (SCC policy refers) and the Highways Engineer encouraged the formation of a Community Speed Watch Group to get the speed down which would help support the reduction of the 30 mph to a 20 mph. This would be considered further by the Council.

4. The minutes of the meeting held on 16 May 2023 were approved and signed by the chairperson.

5. Matters arising from minutes of 16 May 2023 – confirmation of the operation of the vehicle activated sign was still needed.

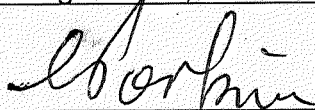
6. Co-option to the Parish Council

One expression was received from a member of the public and this would be followed up by the Clerk.

7. Planning

a. The following planning applications were considered:

Ref	Location	Application
DC/23/02196	Grasmere, Abbey Hill	Erection of two storey side extension (re-submission of withdrawn application DC/23/00879)
It was agreed unanimously agreed to recommend support of this application		
DC/23/02428	Bridge House, Low Street	Trees in a Conservation Area - Fell 1No. Crab Apple (T1),



HOXNE PARISH COUNCIL

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Thursday 8 June 2023 at 19.30 hours

dismantle top sections of 3No. Hawthorns (T2, T3 and T4)

There were no objections to these works.

- b. There were no planning determinations to note.
- c. Hoxne Neighbourhood Development Plan - the Regulation 16 Consultation would conclude on 9 June and a further report would be provided to the next meeting.
- d. There were no other planning matters.

8. Highways

- a. Suffolk Highways measures for the B1118 – this item was dealt with earlier in the meeting.
- b. The Parish Council's position in support of speed limit policies in the village – it was noted there were varying speed limits in the village. A more co-ordination approach was suggested so speed limit policies in 'the round' could be considered. It was agreed that Cllr Kruszewski would research this item further and provide a report to the council.
- c. 20's Plenty Campaign – Cllrs Kruszewski and Ellis would attend the online information sessions.
- d. Temporary Traffic Regulation Order (HGV ban in Eye) – it was noted that the TTRO was now in force and that the Parish Council's traffic consultants would be engaged to carry out the second stage survey.

9. Community Infrastructure Levy

- a. The Neighbourhood CIL Expenditure Report for year ending 31 March 2023 was accepted.
- b. A report from the Community Infrastructure Levy Working Group was provided by Cllr Lerwill. The Group had mainly discussed village gateways and various options were being looked with a view to costings being provided. Location of these in relation to the speed limit signs and any extension of the 30 mph would need to be considered further. The Clerk had followed up the suggestion of extended community transport and it had been confirmed that Borderhoppa were already running a service on a Friday from Hoxne to Diss. It was agreed that more information should be sought on how well it is used and where else could the service go to.
- c. Items of expenditure from Community Infrastructure Levy – see item above.

10. Assets

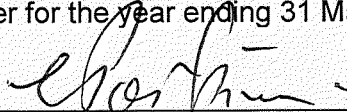
- a. Purchase and installation of a replacement noticeboard at St Edmund's Village Hall car park – it was agreed that various locations would be explored and further consideration would take place at the next meeting.
- b. Repair works to Low Street Well – the structural engineer had confirmed that the drawing provided by the parish council would be adequate and contractors were to be sought for the work.
- c. To consider maintenance of Low Street Green and Heckfield Green – it was noted that Heckfield Green was owned by the District Council. Low Street Green was maintained by a volunteer and the concept of rewilding during May was considered as an alternative to regular mowing. Opinions of those living around Low Street green would be sought. More daffodil planting was agreed for the autumn to a budget of £100 with the planting being extended, with permission from Mid Suffolk District Council, to also include Heckfield Green.
- d. Land transfer at Abbey Hill development – no update was available.
- e. Land transfer (bequest) to the Parish Council (confidential item) – no update was available.
- f. Operation and risk management for Vehicle Activated Sign and download of data collected – this matter was still being progressed.

11. Hoxne Post Office Stores

- a. To receive an update from the Volunteer Group – a meeting had been held in St Edmund's Hall at the end of May. An expression of interest to the Community Ownership Fund (match funding) had been accepted and it was anticipated that a bid would be made at the next opportunity. Purchase by the end of 2023 was hoped for. The Business Plan would be progressed along with other funding streams to achieve the match funding. Other funding avenues could be shareholdings, parish and district councils.
- b. Financial support to the Volunteer Group – the group had an immediate requirement for funding for professional bid writing and long term funding for such as Public Works Loan Board. It was agreed to offer financial support to the Group. A discussion took place around the complexity of the Parish Council taking a loan on an asset it did not own and the clerk detailed the process to apply for a PWLB.
- c. The appointment of a Councillor to the Board of the Community Benefit Society – was deferred until more information was received and the CBS was up and running.

12. Finance and Governance

- a. The Internal Audit Report for year ending 31 March 2023 was noted and measures would be introduced to ensure an adequate system for signing off of payments.
- b. The Accounts for the year ending 31 March 2023 were accepted.
- c. The Asset Register for the year ending 31 March 2023 was accepted.



HOXNE PARISH COUNCIL

**Minutes of meeting held at St Edmund's Hall, Hoxne on
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d. Section One (Annual Governance Statement) and Section Two (Accounting Statement) and of the Local Councils' Annual Governance and Accountability Return for year ending 31 March 2023 were considered and accepted by the council.

e. The period of exercise of public rights was noted and the clerk would duly publish the required notices and information.

f. It was noted that the Annual Governance and Accountability Return and supporting information would be submitted to the external auditor.

g. It was agreed to appoint Cllr Parkin as the councillor to undertake internal controls

h. A grant funding request from Hoxne Playingfield Association to support a community event in May 2024. It was agreed, in principle, to make a payment subject to specific details and overall budget plan for the event.

i. It was agreed to make the following payments:

Amount	Payee	Details	Power
£603.80	S Foote	Clerk's salary June 2023	LGA 1972 S112
£466.04	HMRC	PAYE	LGA 1972 S112
£468.00	R Williams	Street Caretaker salary April/May/June 2023	LGA 1972 S111
£47.89	S Foote	Clerk's expenses	LGA 1972 S111
£366.37	Mid Suffolk District Council	Annual bin emptying charge	LGA 1972 S111
£80.00	Carl Leader	Community Orchard Grass Cut	LGA 1972 S111

13. Correspondence

The following items of correspondence were noted:

Date	From	Subject
24.05.2023	Environment Agency	Proposal to withdraw maintenance responsibility for the mill sluice at Hoxne and the transfer of the rights and responsibilities to a third party riparian owner.
25.05.2023	Suffolk Association of Local Councils	Mid Suffolk Area Forum Thursday 15 June 7 pm
01.06.2023	Mid Suffolk District Council	Town and Parish update from Mid Suffolk District Council - June 2023

14. Urgent matters and matters for information

None

15. Date of next meeting – Thursday 6 July 2023 at Hoxne Playingfield Pavilion.

Meeting closed 21.44

