

HOXNE PARISH COUNCIL

Minutes of meeting held at Hoxne Playinfield Pavilion on
Thursday 6 July 2023 at 19.30 hours

Present:

Cllrs Paul Ellis, Bryn Lerwill, Chris Parkin (Chairman) and Richard Kruszewski. Also in attendance Sarah Foote, Parish Clerk, and Rob Marsh-Feiley, Chairman of the Hoxne Neighbourhood Planning Working Group. Six members of the public observed the meeting.

1. Apologies

District Councillor Hicks had provided his apologies.

2. Declarations of Interests

Cllr Bryn declared a pecuniary interest in planning application DC/23/02742 and would leave the meeting when any consideration took place.

Agenda Item 7c Hoxne Neighbourhood Development Plan was dealt with at this point in the meeting. The Chairman of the Hoxne Neighbourhood Development Plan reported that the plan had been examined and the examiner had complimented the work to date to compile the plan. Only a few minor amendments were required (which had been considered at a Working Group meeting proceeding the Parish Council meeting) and once these amendments had been agreed with the District Council and the plan would proceed to referendum.

3. Public Forum

No comments were received.

Agenda Item 12 Hoxne Post Office Stores was dealt with at this point in the meeting

a. Update – A representative from the Volunteer Group reported that a recent email to 220 people had generated 17 volunteers and the business planning proper was happening and the group were approaching bid writing and fundraising plan. Hartismere Economics students were being engaged with the project. Cllr Ellis asked what the plans would be for the garden behind the premises. It was explained that if it was owned by the community, it could be used for a variety of purposes.

b. Financial Support – the Volunteer Group had submitted a grant funding application for £1000 to engage a consultant to assist with the bid writing. Background of the project costs was given and an explanation of how professional bid writing was key to access government funding and other grants. It was unanimously agreed for the Parish Council to fund up to £1,000 of professional bid writing fees.

c. Community Benefit Society - appointment of a councillor to the board would be considered at a future date.

4. The minutes of the meeting held on 8 June 2023 were approved and signed by the chairperson.

5. Matters arising from minutes of 8 June 2023 – none which were not tabled on the agenda.

6. Co-option to the Parish Council

It was unanimously agreed to co-opt Angus Herron and Caroline Abbot to the Parish Council. Five vacancies remained on the council.

7. Planning

a. The following planning applications were considered:

| Ref | Location | Application |
|--|--------------------------------------|--|
| DC/23/02742 | Claret Cottage, Cross Street | Conversion of garage to additional living accommodation for family relative. |
| 20.03 Cllr Lerwill left the meeting. It was agreed to recommend support of this application. 20.05 Cllr Lerwill returned to the meeting. | | |
| DC/23/02866 | Red House Lodge, Redhouse Farm Road, | Application to determine if Prior Approval is required for a Proposed: Erection, Extension or Alteration of a building for Agricultural or Forestry Use. Town and Country Planning (General Permitted Development) (England) Order 2015 as amended Schedule 2, Part 6 - Erection of roof to cover existing muck storage facility for pig enterprise. |

It was agreed to recommend support of this application (Cllr Parkin abstained from the vote)

b. The following planning determination was noted:

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Signed :



Chairman.

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| Ref | Location | Application |
|-------------|---|--|
| DC/23/02004 | Land South of, Green Street, Hoxne, Suffolk | Erection of a domestic outbuilding providing covered car parking with office over (to serve dwelling allowed under appeal decision APP/W3520/W/21/3269886)(amended scheme, re-submission of DC/22/03813). Planning Permission Granted. |

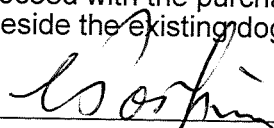
- c. this item was dealt with earlier in the meeting.
d. There were no other planning matters.

8. Highways

- a. Suffolk Highways measures for the B1118 – a meeting had been held with the Green Street Community Group to consider the plans and the consensus was that members of the Group were not happy with the plans put forward. Consideration was then given at the Parish Council meeting to the scheme and it was agreed that the package of measures would not be supported because; the proposed new signage would be in the wrong place and not include the full extent of the area where there was no footway, both sets of rumble strips were not welcome due to the noise that would be generated particularly in the vicinity of heritage properties where structural issues should also be considered. The refreshing of the road markings along the length of the B1118 was welcomed but should be done as part of Suffolk Highways budget, particularly as the road was a designated HGV route and not funding by the Parish Council. It was unanimously agreed not to support the measures provided to date or give any financial support for the scheme. It was noted that any Suffolk County Council funding was coming from the Councillor's Locality Budget and not the County Council Highways budget.
- b. The Parish Council's position in support of speed limit policies in the village – Cllr Kruszewski had done research on all roads in the village to enable consideration of speed in the whole village and provided a draft document of suggested limits for consideration which included suggestions as follows; 20 mph Green Street, Cross Street, Low Street and buffering of 30 mph to support this. Eye Road 30 mph extended to Home Farm, Cross Street/Heckfield Green Red Lion Close to Denham 20 mph. Low Street 20 mph through village from Goldbrook to Green Street. Chickering Road at Depperhaugh 40 mph. Nuttery Vale 20 mph where existing 30 is and 40 mph buffer out to Eye Road. A 20 mph for Wittons Lane and Clink Hill, as part of the Quiet Lanes scheme was also noted. Further consideration of these suggestions would be undertaken prior to any traffic regulation order, and funding for, being submitted and provided by the Parish Council.
- c. 20's Plenty Campaign – it was agreed to support this national initiative which was lobbying to make 20 mph a default 20 mph speed limit in appropriate areas. A letter of support would be sent to the Suffolk 20's Plenty Campaign Group.
- d. Operation and Risk Management of Vehicle Activated Sign – it was noted that Cllr Kruszewski and Mr Alan Garnham were operating the VAS with Cllr Kruszewski downloading data. A sample of the download format had been provided to Council for agreement. Existing sites and potential additional sites for the operation of the Parish Council owned VAS would be considered at the next meeting in line with the Suffolk County Council criteria for siting VAS. It was noted that if the VAS was to be located at the green Street East location and detailed risk assessment would need to be approved by the Council as this location had previously been deemed not suitable. It was also agreed to consider the Suffolk Highways Community Self Help scheme for any support towards equipment or training for the use of VAS.

9. Community Infrastructure Levy

- a. A report from the Community Infrastructure Levy Working Group was provided by Cllr Lerwill. The Group had met on 30 June and had discussed the concept of village entrance schemes and looked at examples which could work on narrow verges. Visuals had been prepared. It was noted that the existing wooden gateway at Green Street east could be refurbished and possibly have a village sign image added at a later date.
- b. Items of expenditure from the CIL:
Village Gateway – it was agreed to proceed with a new village gateway entering the village from Oakley with wording 'Hoxne – an historic village' and one on the opposite side of the road with appropriate wording, both would be located where existing road signage was. The likely cost was £3,800 plus installation and a licence to site apparatus on the highway. It was also agreed to ask Suffolk Highways to provide a cost for the installation of the scheme.
Noticeboards – it was agreed to display information on the existing Heckfield Green noticeboard on how to access and that the noticeboard as for all to use. The noticeboard at St Edmund's Hall had been varnished. It was agreed to proceed with the purchase of a Oak board to be located at the boundary of the Swan PH wall on the highway beside the existing dog litter bin, at a cost of £1488.



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10. Assets

- a. Purchase and Installation of Noticeboards – this item was considered at the agenda item above. Fly posting – it was agreed to put more information in the next issue of the Village Voice about noticeboards for public use and to discourage fly posting.
- 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.

11. St Peter and St Paul with St Edmund Church Hoxne

- a. Financial support for the maintenance of the churchyard – legal advice had been taken on this matter and there was no change in the position previously relayed to the Parochial Church Council. The Parish Council had no legal power to contribute to the maintenance of the churchyard and therefore was unable to offer financial assistance.
- b. Churchyard management – the Parish Council was in receipt of correspondence from the Parochial Church Council regarding burial plots. It was noted that the Parish Council was not a Burial Authority and therefore did not have legal powers in relation to this matter but remained content to have continued liaison with the PCC on this matter.

12. This item was dealt with earlier in the meeting

13. Finance and Governance

- a. The council's current financial position was noted as £34,522 which included a CIL fund of £17,904.95.
- b. It was agreed to make the following payments:

| Amount | Payee | Details | Power |
|---------------------|--|--|----------------------|
| £603.80 | S Foote | Clerk's salary July 2023 | LGA 1972 S112 |
| £151.00 | HMRC | PAYE | LGA 1972 S112 |
| £260.00 | T C Brown Auditor | Internal audit year ending 31 March 2023 | LGA 1972 S111 |
| £1248.00 inc VAT | Cole Easdon | Traffic Survey | Highways Act 1980 |
| £144.00 | Suffolk Association of Local Councils | Councillor Training | LGA 1972 S111 |

14. Correspondence

The following items of correspondence were noted:

| Date | From | Subject |
|------------|--|---------------------------------------|
| 26.06.2023 | Suffolk County Council | APNR Rota for July to October 2023 |
| 28.06.2023 | Suffolk Association of Local Councils | Local Councillor Magazine – July 2023 |

15. Urgent matters and matters for information

None

16. Date of next meeting – Thursday 3 August 2023 at Hoxne Playingfield Pavilion.

Meeting closed 21.44

