

HOXNE PARISH COUNCIL

Minutes of meeting held at Hoxne Playingfield Pavilion on
Thursday 7 September 2023 at 19.30 hours

Present:

Cllrs Caroline Abbott, Chris Parkin, Angus Herron, Bryn Lerwill, and Richard Kruszewski. Also in attendance District Councillor Matthew Hicks (also representing Suffolk County Council) and Sarah Foote, Parish Clerk, and three members of the public observed the meeting.

1. Apologies

Apologies were received from Cllr Ellis and accepted by the Council.

2. Declarations of Interests

None.

3. Public Forum

A member of the public comment on agenda item 8 and suggested that the 319 bus service, which had previously served Hoxne and travel for Hartismere School, had been reinstated but would not pass through Hoxne.

A member of the Hoxne Volunteer Group provided an update on their intentions for the Post Office Stores and would be registering as a Community Business Society. The Group would be seeking letters of support from the Parish Council, as well as the District and County Council, to support bid applications.

A member of Hoxne Playingfield Management Committee provided additional details in support of the grant application at agenda item 12c and report that their working capital was no longer £7,500 but now £4,000.

District Councillor Hicks confirmed he could offer funding for an event at the playingfield but could not support the same event more than once and Cllr Hicks had provided funding for the event at the playingfield this June for the Coronation. A member of Hoxne Playingfield Management Committee suggested that next year's event was completely different.

Councillor Hicks then spoke on behalf of the County Council about reported about the new initiative of 'no cold calling' zones. In relation to traffic measures for the B1118, Cllr Hicks had spoken with both the Highways Engineer and Cllr Gould and confirmed that there may be funding to support surveying which would be needed before any speed limit changes could be introduced. Cllr Hicks confirmed this would need to be Suffolk Highways' own surveying to meet the precise requirements of the legal order that would be needed for speed limit changes.

4. The minutes of the meeting held on 3 August 2023 were approved and signed by the chairperson.

5. Matters arising from minutes of 3 August 2023 –

Land at Abbey Terrace – the Parish Council's solicitor had now had contact from the developer's solicitor and a site plan was provided to the Council to confirm the extent of the land intended to transfer, The Council were in agreed with the site plan.

Noticeboard in Low Street – Suffolk Highways had confirmed that a NRSWA licence would be required to install the new noticeboard opposite the Post Office Stores. This would now be progressed in conjunction with the village gateways at agenda item 9d below.

6. Co-option to the Parish Council

No applications had been received. It was noted that five vacancies remained on the Parish Council.

7. Planning

a. The following planning applications were considered:

Ref	Location	Application
DC/23/03897	Goldbrook Cottage, 58 Goldbrook,	Notification for Works to trees in a Conservation Area - Removal of 1No Ash to ground level due to fallen and split boughs and near electricity wires.
It was unanimously agreed there was no reasons to object to the works		
DC/23/03898	Holly Dean, 59 Goldbrook,	Notification for works to trees in a Conservation Area - Reduce of 1No Christmas Tree, 1No Hawthorn, 1No Ash (leaning over wires) and 1No Apple tree all to ground level, stump and grind out.
It was unanimously agreed there was no reasons to object to the works		

b. The following planning determinations were noted:

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Ref	Location	Application
DC/23/02742	Claret Cottage, Cross Street	Conversion of garage to additional living accommodation for family relative – planning permission granted.

c. Hoxne Neighbourhood Development Plan – the final amended documents had been submitted to the District Council and confirmation was awaited on how the plan would progress to referendum.

d. Other planning matters – it was noted that the new wall at Plot 2 and Plot 3 entrance to the new dwellings at Abbey Terrace was subject to a planning enforcement investigation.

8. Potential Return of the Framlingham to Diss Bus Service

The Council had proven evidence of the need for public transport via its recent CIL survey and the Council had been exploring how it might be able to assist in better public transport provision from the village to market towns. Therefore, it was agreed to support the return of this service and to promote as needed. However, a request would be made, that the service should not terminate at Eye (which apparently there has been suggestion of) and to continue to Diss - as the heading of this consultation.

9. Highways

a. Suffolk Highways to consider traffic calming measures for B1118 – Cllrs Lerwill and Kruszewski had met with the Highways Engineer and visited several areas of concern in the village. The report compiled by Cllr Kruszewski, and appended, provided additional details of suggested measures. A discussion took place on 'immediate fixes, such as repainting of road markings, which could be actioned by using the Suffolk Highways Reporting tool. At the meeting, the Highways Engineer had expressed a preference for road markings rather than additional signage and had confirmed that existing 30 mph road markers would be refreshed. It was noted that no 'rumble strips' would be reinstated. The following measures were then suggested and agreed and would be progressed via the Suffolk Highways Engineer with a funding request being made to the County Councillor to cover the costs of the speed data recording surveys. The Council were in agreement that no application would be made to decrease 30 mph limits to 20 mph in anticipation that national policy would change and the Parish Council had already submitted representation on this matter to the County and District Council.

Chickering Road/Depperhaugh junction – 40 mph to be decreased to 30 mph and 30 mph to 20 mph (clarification to be sought from the Highways Engineer on which sections of road this would be relevant to). Speed data to be collected.

Cross Street and Low Street – speed data to be collected to determine if any 30 mph limits could decrease to 20 mph.

Denham Road – 30 mph limit is decreased to 20 mph. Speed data to be collected.

Eye Road – 15 properties were situated beyond the 30 mph limit and, therefore, the speed limit should be extended further south. The possibility of a 40 mph buffer along with 'slow' road markings were also discussed and would be considered again once speed data had been collected.

Green Street – it was confirmed that a suggested 40 mph buffer from Oakley did not meet the criteria and would not be progressed. An extension of the 30 mph from the traffic build out to the Old Police House at the easterly end of Green Street would be progressed. Speed data to be collected.

It was noted that the road markings (give way/junction) at the top of Low Street, Church Close and Syleham Road had all been reported for repainting and this would be undertaken by the County Council. It was further noted that an application had been submitted to change the location of the vehicle activated sign from by the Green Street build out to the opposite side of the road by the entrance to Water Mill Lane.

It was agreed that Suffolk County Council should be asked to provide their pre and post Temporary Traffic Regulation Order (HGV ban in Eye) surveys.

b. Green Street Community Group – correspondence received from the group detailing their future intentions was noted. A suggestion by one of the members to send letters to road haulage companies was considered and would be progressed by the Clerk.

c. Traffic Consultants - preparation of technical report – information received from the traffic consultants was considered and it was agreed (three votes in favour, two against) to proceed with the Stage 4 Technical Report at the cost of £850.00

d. Village Gateway signs – Cllr Lerwill was thanked for his work on this project. The total anticipated cost to purchase and install two of the gateways was £7,645. It was unanimously agreed to proceed with this project and CIL funds would be used to meet the costs.

e. To consider how to progress the Parish Council's position in support of speed limit policies in the village and application for Traffic Orders – this item had been dealt with at item a. above.

10. Community Infrastructure Levy

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- a. To receive a report from the Community Infrastructure Levy Working Group – no report was available.
b. To receive the CIL Financial report and consider items of expenditure from Community Infrastructure Levy – this had been addressed above.

11. Asset Management

- a. Purchase of an electric strimmer for operation by the Street Caretaker – a budget of £500 was agreed with the anticipation of receiving £200 Pride in Place funding from Mid Suffolk District Council for this. The budget would need to cover personal protective equipment and a risk assessment and hand/arm vibration calculation would be needed.
b. Repairs to the Low Street shelter – the contractor was having difficulties in procuring the stainless-steel foot supports. A potential supplier was suggested and the Clerk would inform the contractor.
c. It was noted that Hoxne Playingfield Management Committee had been approached by Essex and Suffolk Water to host an antennae and initial consideration was being given. A fee would be payable to the Management Committee.

12. Finance and Governance

- a. The council's current financial position was noted as £31,826 which included a CIL fund of £17,904.95.
b. It was agreed to make the following payments:

Amount	Payee	Details	Power
£604.00	S Foote	Clerk's salary September 2023	LGA 1972 S112
£465.84	HMRC	PAYE	LGA 1972 S112
£115.65	S Foote	Clerk's expenses September 2023	LGA 1972 S111
£468.00	R Williams	Street Caretaker salary July/August/September 2023	LGA 1972 S111
£377.48	Suffolk Association of Local Councils	Annual Subscription	LGA 1972 S111
558.07	Zurich Municipal	Annual Insurance Premium	LGA 1972 S111
£80.00	C Leader	Community Orchard Grass Cutting	LGA 1972 S111
£144.02	Mid Suffolk District Council	Uncontested Election Fee	Representation of People Act 1983

- c. A grant request from Hoxne Playingfield Management Committee towards hosting 'May Fest' 2024 was considered and it was unanimously agreed to make a grant payment of £750.

13. Correspondence

The following items of correspondence were noted:

Date	From	Subject
01.09.2023	Mid Suffolk District Council	Town and Parish Newsletter - September
28.08.2023	Resident	Green Street Traffic and Environmental issues
05.08.2023	Mid Suffolk District Council	Town and Parish Newsletter - August

14. Urgent matters and matters for information

None

15. **Date of next meeting** – Thursday 5 October 2023 at Hoxne Playingfield Pavilion.

Meeting closed 21.40.