

HOXNE PARISH COUNCIL
Minutes of meeting held at St Edmund's Hall on
Thursday 7 March 2024 at 19.30 hours

Present:

Cllrs Paul Ellis (Vice Chairman), Alan Garnham, Richard Kruszewski, Bryn Lerwill and Jason Middleton. Also in attendance Sarah Foote, Parish Clerk and District and County Councillor Hicks. Five members of the public observed the meeting.

1. Apologies

Apologies were received from Cllrs Herron, Parkin and Abbott and accepted by the Council.

2. Declarations of Interests

Cllr Garnham declared a pecuniary interest in planning application DC/24/00858.

3. Public Forum

A member of the public provided comments in objection planning application DC/24/00976 in respect of noise, odour and rodents.

District Councillor Hicks gave a report on behalf of County Councillor Gould and reported that the council had seen a 60% increase in reporting for potholes. It was believed the increases were due to the adverse weather causing more damage to the roads. For Mid Suffolk District Council, Cllr Hicks reported the council tax increase had been agreed but he had not personally supported the increase.

4. The minutes of the meeting held on 1 February 2024 and 15 February 2024 were approved and signed by the chairperson.

5. Matters arising from minutes of 1 February 2024 and 15 February 2024 – none.

6. Co-option

Three candidates gave details to support their applications. It was unanimously agreed to co-opt Marie Lagerberg, Maureen Potter and Paul Potter to the Parish Council.

7. Planning

a. The following planning determinations were noted:

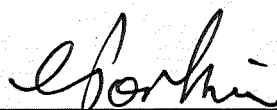
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|-------------|-----------------------------|--|
| DC/23/05430 | The Thatched Barn, Eye Road | Construction of 15No. 'no dig' ground mounted PV panels to rear garden and laying underground cabling to garage storing battery system – Planning Permission Granted |
| DC/23/05431 | The Thatched Barn, Eye Road | Laying underground cabling connecting to garage storing battery system in conjunction with construction of solar panels in rear garden – Listed Building Consent Granted |
| DC/23/02477 | Birch Farm, Syleham Road | Erection of fenced enclosures and netted tunnel structures for the keeping and breeding of wildfowl (retention of) – Planning Permission Refused |
| DC/23/05693 | Land East of, Abbey Hill | Erection of low brick retaining wall to access drive of Plots 2 & 3 to avoid re-grading of bank and loss of ash tree (retention of) – Planning Permission Granted |

b. The following planning applications were considered:

| Ref | Location | Application |
|-------------|--------------------------|---|
| DC/24/00976 | Birch Farm, Syleham Road | Application for a Lawful Development Certificate for an Existing Use or Operation or activity, including those in breach of a planning condition Town and Country Planning Act 1990 (as amended) - continued use of land for keeping and breeding of rare wildfowl. |

It was unanimously agreed to recommend refusal of the application for a lawful development certificate due to the environmental harm caused by noise, rodents, and odours.

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|-------------|--|---|
| DC/24/00858 | St Peter and St Pauls Church, Green Street | Proposal to fell and create habitat piles for G5 group, G11 Sycamore, G13 Elm, ID 1 Sycamore, ID 2 Sycamore, ID 6 Common Silver Fir, ID 12 Sycamore and ID 14 English Elm. To remove major dead wood on ID 47 Common Ash and ID 49 Sycamore. To fell and remove all debris on ID 55 Plum and to remove/dead faulted stems on ID 56 Plum |
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20.00 Cllr Garnham left the meeting. It was unanimously agreed there was no reason to object to these works. 20.01 Cllr Garnham returned to the meeting.

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| DC/24/00695 | The Stables, Low Street | Conversion of and extension to stables/outbuilding to form one dwelling |
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It was unanimously agreed to recommend approval of this application. Whilst the Parish Council was keen to see conversion of existing buildings it was agreed to seek confirmation that the flood report was carried out post the extensive flooding of October and November 2023 which caused this building and surrounding residential properties to be flooded to the extent that they had to be vacated. It was also agreed to ask for an assessment of any risk to further flooding from the impact of any additional residential dwelling, and its utilities, in the vicinity.

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|-------------|----------------------|---|
| DC/24/00656 | 54 and 53 Low Street | Removal and replacement of render including cladding to side garage and lowering of ground level to rear garage |
|-------------|----------------------|---|

It was unanimously agreed to recommend approval of this application.

| | | |
|-------------|----------------------|---|
| DC/24/00657 | 54 and 53 Low Street | Removal and replacement of render including cladding to side garage and lowering of ground level to rear garage – Listed Building Consent |
|-------------|----------------------|---|

It was unanimously agreed to recommend approval of this application.

c. There had been no response from Planning Enforcement regarding the closed case for Nine Oaks on Green Street.

d. It was noted that the referendum for the Hoxne Neighbourhood Development Plan would be held on Thursday 4 April 2024.

e. There were no other planning matters.

8. Highways

a. Speed Limit changes – members of the Working Group had met with County Councillor Hicks. It was confirmed that radars and strips were currently recording traffic movements and speeds at five locations on the village and data collected would be used to support applications for speed limit changes. At the meeting a list of proposed changes and a map were supplied to Cllr Hicks and he confirmed that the cost would be £12,000 for legal processes excluding any signage. It was hoped to bring further information to the May meeting pending receipt from the County Council. It was further noted that pre and post ETRO survey data for Eye was yet to be released.

b. Suffolk County Council Transport Strategy latest update of the Local Transport Plan – it was agreed the Parish Council would not submit a response to the current survey would individual were welcome to do so.

9. Asset Management

a. Repairs to Low Street Shelter – were being progressed by a resident.

b. Construction of a memorial seat on Low Street Green - members of the public has asked, via Cllr Garnham, for a round seat around a tree as a memorial to have people's names put on plaques for great contributions to the village. It was agreed in principle to support this idea, to get concept drawings and to give further consideration to costs and criteria for plaques at a future meeting.

c. Cutting of Low Street Green – two volunteers would undertake the grass cutting using their own equipment. It was confirmed the parish Council could offer public liability cover but not insurance any machinery.

d. Legal position of possible land transfers - the Parish Council's solicitor had provided the following update: Abbey Hill land transfer – there had been no further communication from the developer's solicitor and draft documentation, title documents and replies to enquiries we awaited.

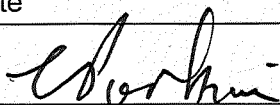
Bequest of land – searches were completed and a full report was being compiled.

10. Finance and Governance

a. The council's current financial position was noted as £27,452.62 including £14,255 of CIL.

b. It was agreed to make the following payments:

| Amount | Payee | Details | Power |
|----------|---------|-----------------------------|---------------|
| £ 635.80 | S Foote | Clerk salary March 2024 | LGA 1972 s112 |
| £164.08 | HMRC | PAYE | LGA 1972 s112 |
| £15.75 | S Foote | Clerk's expenses March 2024 | LGA 1972 s111 |



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| £240.00 | Outflux | Amendments to artwork for Hoxne NDP | Localism Act 2011 |
| £21.60 | Sword and Trowel | Payroll Service | LGA 1972 s111 |
| £3576.00 | Frank Davey Limited | Installation of village signs and Low Street Noticeboard | LGA 1972 s111 |
| £40.00 | Information Commissioner | Annual Data Controller fee | LGA 1972 s111 |

- c. It was noted that internal control examination of receipts and payments/bank statements to 31 December 2023 had been completed.
- d. The following documents were reviewed and adopted with no amendments. It was noted that a new model of Financial Regulations was expected to be published by NALC by May 2024.
- ii. Financial Regulations
 - iii. Statement of Internal Control
 - iv. Risk Register
 - v. Grant Awarding Policy
- e. It was agreed to appoint Trevor Brown as Internal Auditor for year ending 31 March 2024 and the scope of work offered was considered and approved.
- f. CIL expenditure report was noted with a current balance of £14,255 being reported.

11. Annual Parish Meeting – would take place at St Edmund's Hall on Friday 26 April 2024. The format of the previous two years would be repeated with a showcase of village organisations on display ahead of the meeting proper.

12. Correspondence

The following items of correspondence were noted:

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|----------|---------------------------------------|-------------------------------|
| 28.02.24 | Suffolk Association of Local Councils | The Local Councillor Magazine |
| 29.02.24 | Mid Suffolk District Council | Town and Parish Update |

13. Urgent matters and matters for information

None.

14. Date of next meeting – Thursday 4 April 2024 at Hoxne Playingfield Pavilion. Apologies in advance were received from Cllr Ellis.

Meeting closed: 20.41

