

# HOXNE PARISH COUNCIL

Minutes of meeting held at Hoxne Playingfield Pavilion on  
Thursday 12 January 2023 at 19.30 hours

## Present:

Cllrs Alan Garnham, Rob Farley, Kath Farthing, Chris Parkin and Simon Wilby. Also in attendance Sarah Foote, Parish Clerk. Four members of the public observed the meeting.

## 1. Apologies

Apologies were received Cllrs Marsh-Feiley and Gibson and accepted.

## 2. Declarations of Interests

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

## 3. Public Forum

Hoxne Volunteer Group – a report was given by a member, who thanked the parish council for its work to date on submitting the application to register the post office stores as an asset of community value. Incorporate as a community interest society (or similar) which will enable bank accounts and a funding model to be agreed with a view to them seeking share capital and funding from other bodies. Options for retaining the post office and shop in its current location as well as alternative locations were being explored.

Green Street Residents Group – as that if the previously mentioned, formal consultation event for highways concerns was to be held by the Parish Council the group would like to be involved. The member was informed that this was likely to happen via the Annual Parish Meeting on 9 March.

County Councillor Peter Gould - had sent his apologies and a written report had been provided to councillors.

District Councillor Matthew Hicks had sent his apologies.

4. The minutes of the meeting held on 1 December 2022 were approved and signed by the chairperson.

5. Matters arising from minutes of 1 December 2022 – none which were not detailed on the agenda.

## 6. Planning

a. The following planning application was considered:

| Ref         | Location                    | Application  |
|-------------|-----------------------------|--|
| DC/22/06189 | Primrose Cottage, Pond Lane | Householder Application - Erection of single storey garden room, extension of single storey kitchen extension, and insertion of new window into north gable. |

It was unanimously agreed to recommend approval of this application.

b. There were no other planning matters.

c. Hoxne Neighbourhood Development Plan – the plan had been submitted to the District Council for Regulation 16 Consultation. Initial comments had been received from the Officers at MSDC and amendments had duly been made to address these (namely additional maps).

## 7. Assets

a. The application to designate the Post Office Stores as an Asset of Community Value was being processed and the consultation deadline was 13 January 2023.

b. Noticeboard in the vicinity of Cross Street well – this had been proposed by a member of the public as a means of trying to keep village tidy and the well structure free from fly posting. Councillors were concerned if there was room in the location to site a noticeboard and if the ground surface would permit such. It was agreed to consider design and costs options at the next meeting.

## 8. Donation request

A member of the public reported that another resident wanted to form an unincorporated residents' group to organise an event to commemorate the forthcoming coronation. The playingfield association had offered to receive the grant on behalf of the residents' group, however, had already received a donation in the current financial year. It would be against Parish Council policy to award two grants to the same organisation in one financial year. It was agreed to invite the applicant to attend the next Parish Council meeting and provide firmer plans for what the funding was needed for and a more transparent explanation of how public money would be used.

## 9. Highways

a. An update on the B1118 following Suffolk Highways inspection – the clerk gave a verbal report, It was agreed to send a letter to chase for an update on what the actions will be and when they will be delivered after the inspection of the road.

b. To consider a Parish Council position statement/memorandum of understanding including local councils' powers in relation to highways matters – it was agreed that the Clerk would draft such a document.

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### 10. Community Infrastructure Levy

a. Community Infrastructure Levy Working Group – a report of meeting on 9 December had been supplied to members. The group had been working on a parish infrastructure plan and would be putting forward a suggestion that a traffic management expert was commissioned to do feasibility studies on how the environment of the village could be enhanced. The idea of issuing a survey to residents to ask for their suggestions on how the village could be improved through items of CIL expenditure was being explored.

b. Items of expenditure from Community Infrastructure Levy. A member of the public suggested that there may be an application from the playingfield association for refurbishment of the former tennis court area and installation of EV chargers as well as an application for the Hoxne Volunteer Group in relation to their work to retain a post office stores in the village. Further suggestions would be sought through the Annual Parish Meeting on 9 March 2023.

### 11. Finance and Governance

a. The current financial position was reported at £30,627 within this total there was £12,595 of CIL funds.

b. The 2023/24 budget was agreed and it was agreed to request a precept of £14,700 for the 2023/24 financial year. It was agreed to include details of the precept request in the next issue of the Village Voice and explain that in the last financial year there had been a decrease and this increase equated to approximately at 3% rise in council tax payment.

c. It was agreed to make the following payments:

| Amount  | Payee            | Details  | Transaction reference | Power         |
|---------|------------------|--|-----------------------|---------------|
| £218.33 | S Foote          | Clerk's salary January 2023 (incl. pay award adjustment) | 325509729             | LGA 1972 S112 |
| £43.75  | S Foote          | Clerk's expenses January 2023                            | 808891792             | LGA 1972 S112 |
| £30.00  | St Edmund's Hall | Meeting Room hire  | 349033658             | LGA 1972 S111 |

d. 2023 Annual Parish Meeting on Thursday 9 March – it was agreed that the meeting would take the same format as the previous years with village organisations being asked to exhibit their work. The Parish Council would also have a stand to promote the work of the council and encourage residents to stand for election in the forthcoming local council elections, to ascertain residents' priorities for spending of CIL and to receive concerns for traffic and speeding throughout the village.

### 12. Correspondence

The following items of correspondence were noted:

| Date       | From                                   | Subject   |
|------------|--|---|
| 06.01.2023 | Mid Suffolk District Council           | Town and Parish newsletter – January 2023   |
| 20.12.2022 | Mid Suffolk District Council           | Town and Parish Liaison meeting – 7 February 2023 at Stowmarket   |
| 09.12.2022 | Mid Suffolk District Council           | Formal Consultation of revisions to the Babergh and Mid Suffolk Planning Local Validation List                  |
| 02.12.2022 | Smaller Authorities Audit Appointments | Notification of external auditor appointment for the 2022-23 financial year for the 5-year period until 2026-27 |

### 13. Urgent matters and matters for information

14. Date of next meeting was agreed as 7.30 pm on Thursday 2 February 2023 at St Edmund's Hall.

The meeting was closed at 21.05.