

**HOXNE PARISH COUNCIL**  
**Minutes of meeting held at Hoxne Playingfield Pavilion on**  
**Thursday 6 October 2022 at 19.30 hours**

**Present:**

Cllrs Jo Chimes, Alan Garnham, Iain Gibson, Kath Farthing (Chairman), Rob Marsh-Feiley, Chris Parkin and Simon Wilby. Also in attendance County Councillor Peter Gould and Sarah Foote, Parish Clerk. 14 members of the public observed the meeting.

**1. Apologies**

None.

**2. Declarations of Interests**

Councillors were reminded of the requirement to update their register of interests as necessary. Cllr Garnham declared a pecuniary interest in planning items DC/22/04782 and DC/22/04870

**3. Public Forum**

County Councillor Peter Gould and Wayne Smith, Community Engineer for Suffolk Highways. Councillor Gould also provided a summary of his report which had been circulated to Councillors. This included details of use of digital technology to support social care, Food Savvy campaign and school admissions.

Mr Guy McGregor reported the Parochial Church Council's intention to apply for CIL for the works for the toilets at the Church. Councillor Gould offered a contribution from his Locality Budget to this work. Cllr Gould also offered financial support to the Playingfield Management Committee who also reported they would be making an application for CIL funding.

A member of the public was concerned that the village may lose its shop and post office and wanted to garner what interest there might be for the community to run the shop.

Members of the public spoke of their concerns for traffic speed and volumes on Green Street; increase in traffic volume over the last two years, traffic calming scheme no effective, only a 20 mph and speed camera would make a difference, HGVs are travelling too fast, disturbance from noise and fumes. An HGV driver who was present replied that it was difficult to travel over over 30 mph when driving a HGV on this road.

Agenda item 10 was brought forward

**10. Highways**

a. A number of public comments received in response to article in Village Voice to ascertain concerns for traffic and speeding had been circulated to Councillors. Cllr Chimes offered to summarise the key points and share with councillors and Suffolk Highways.

At this stage in the meeting, County Councillor Gould and Wayne Smith, the Community Highways Engineer spoke to the Council and members of public in attendance. The Clerk provided an update of the Parish Council's position; traffic surveys commissioned to assess the impact of the impending HGV ban through the centre of Eye, VAS being operated by the Parish Council at three locations in the village, time taken for traffic calming scheme to be delivered.

Wayne Smith (WS) stated that environmental and noise issues can only be addressed by the District Council and not the County Council (Highways authority). WS had visited Hoxne and driven the B1118 from both directions as well as walking certain sections. WS thought the traffic calming build out was effective but was perhaps too far into the village and could be further east to be more effective. WS stated that 20 mph speed limits were not usually accepted on A and B roads apart from certain exceptions, however, he had noted pedestrians using the road and that would satisfy some of the exception criteria. WS also suggested that private hedgerows could be cut back to improve visibility and the amount of pavement available for pedestrians to use. WS thought that from the west, there was adequate road signage and it was unlikely to get a reduction in the speed limit on this section of road. In order for a 20 mph to be introduced, the road needed to 'look like' a 20 mph and WS thought the number of residential properties and pedestrians would satisfy this but data showing 85% of 24 mph or under was also needed. It was asked how a 20 mph, or existing 30 mph, could be enforced? WS replied that the police must be asked to attend and all concerns must be reported to them – the more reports the more likely the police would attend.

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Other measures for enforcement were education, awareness and signage to make people drive at 20 mph. WS summarised that the first step would be to ascertain would speed vehicles are doing as they enter the village from both the west and east. Wayne Smith was thanked for attending the meeting.

b. The work of the traffic consultants (surveys) to date was noted and it was agreed no further action was required until the results of the initial surveys had been received.

c. Collaborative working with both Syleham Parish Council and Brome and Oakley Parish Council – Cllr Chimes had attended a Syleham Parish Council meeting and it was noted that they shared the same concerns about the B1118. Brome and Oakley were currently considering additional signage. It was agreed that there was merit in considering the whole stretch of road.

d. Further analysis of data collected from Vehicle Activated Sign – the clerk confirmed that data was being downloaded from the VAS. Cllr Chimes reported at the SALC Speeding Forum local councils had offered expertise in analysing data and Cllr Chimes would progress this further with a view to compiling statistical reports from the data downloaded. The Clerk would look to change the data capture to 24 hours per day. The Council would also like any data analysed to ascertain if vehicle numbers had increased over the years since the VAS had first been deployed

At this stage in the meeting, Mid Suffolk District Councillor Hicks provided his report which stressed that battery disposal must be done through HWRC not household green bins and the need to be mindful for the rising number of cases of avian flu.

Cllr Chimes asked about warm spaces and if there would be support and funding for Hoxne to have a warm space for community use this winter. Cllr Hicks replied that he very much hoped so and that all information would be on Suffolk County Council website.

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

5. Matters arising from minutes of 1 September 2022 – none.

### 6. Co-option to the Parish Council

There were no applications to consider.

### 7. Planning

a. The following planning applications were considered:

| Ref   | Location                          | Application   |
|---|-----------------------------------|---|
| DC/22/04842   | Birch Farm, Syleham Road          | Application for a Lawful Development Certificate for an Existing Use, Operation or Activity including those in breach of a Planning Condition. Town and Country Planning Act 1990: Section 191 as amended by section 10 of the Planning and Compensation Act 1991. Town and Country Planning (Development Management Procedure) (England) Order 2015 - Use of land for keeping and breeding of rare wildfowl. |
| The Parish Council were unable to make a recommendation on this application but were concerned at lack of information in application and noted the issues raised by residents about noise and smell and potential statutory nuisance. |                                   |   |
| 20.58 Cllr Garnham left the meeting due to a pecuniary interest in the following two items.   |                                   |   |
| DC/22/04782   | Foxglove Cottage, 26 Cross Street | Notification of Works to Trees in a Conservation Area - Fell 6No. Ash (T1 - T6) to ground level. Fell 1No. Elm (T2) to ground level.  |
| There were no reasons to object to these works  |                                   |   |
| DC/22/04870   | Goldbrook House, Goldbrook        | Works to Trees in a Conservation Area - Fell 1No. Ash (T1). Top 1No. Silver Birch (T2) by 50%   |
| There were no reasons to object to these works  |                                   |   |

b. The following planning determination was noted:

| Ref         | Location                    | Application   |
|-------------|-----------------------------|---|
| DC/22/03496 | Rosebank Cottage, Goldbrook | Severance of garden and erection of 1 no. single storey dwelling (resubmission of DC/21/03449) - Planning Permission refused. |

c. The Babergh and Mid Suffolk District Councils Draft Five-Year Housing Land Supply Position Statements Consultation September 2022 was considered. It was noted that there was now a 10-year supply and, therefore, there should be no risk of development outside of planning policy. Comment was made that there was no

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executive summary in the statements, the methodology was difficult to understand, not engaging and there was no encourage to respond to the consultation. .

d. There were no other planning matters.

### 8. Hoxne Neighbourhood Development Plan –

It was unanimously agreed to approved the Regulation 16 version of the plan. All who had worked on the plan to date were thanked for their contributions. Cllr Chimes commented on the policies within the plan which related to traffic management and safety and how CIL funding could be used for additional infrastructure. The plan would now be submitted for examination and referendum.

### 9. Assets

a. Application to designate the Post Office Stores as an Asset of Community Value – the Clerk provided information on whether designation as an ACV would protect the premises changing from retail to residential and how it did not as this would be a decision by the planning authority. However, it was agreed to still progress with the designation and Cllr Farthing would work to complete the relevant application form. A member of the public spoke on how he would like to ascertain if there was a willingness in the community to work towards retaining and running the shop and post office and provided brief details of a community ownership grant fund and match funding for community assets. It was agreed to call an open meeting before the Parish Council meeting on 3 November at St Edmund's Hall. The Clerk would liaise with the member of the public to organise this.

b. To consider items of expenditure from Community Infrastructure Levy – this was deferred pending formation of a working group at item d below.

c. It was noted that the District Community Infrastructure Levy funding bidding round had opened on 1 October 2022 and any Working Group formed at item d below would consider an application to be made via Community Infrastructure Levy Project Enquiry form

d. Community Infrastructure Levy Working Group – it was agreed that Cllr Chimes, Cllr Parkin and Ms G Carter would be members of a Working Group. The Clerk would prepare terms of reference for approval at the next meeting. The members may meet ahead of the next Parish Council meeting.

e. To consider legal costs for the transfer of land at Abbey Terrace development – it was noted that a revised planning application may be submitted to make an alteration to the layout of the development. Progression of the land transfer would be considered again at the next meeting.

f. To consider legal cost relating to bequest of land to the Parish Council (confidential item) – it was noted that the Clerk was in receipt of one quotation for this work and would try to obtain further quotations. Cllr Chimes would provide details of legal firms to be contacted.

### 10 – this item was considered earlier in the meeting

### 11. Donations

A grant request from Hoxne Playingfield management committee for funding towards updating the fabric of the pavilion building was considered. It was agreed to respond that external funding such as District CIL and Locality budget support from both the County and District Councillor should be sought before the Parish Council's small grant budget was accessed. The Parish Council would look favourably on supporting any shortfall, however, would like to understand more about the project and what funding the management committee were putting towards the project.

### 12. Finance and Governance

a. The current financial position was reported at £31,509 including second instalment of Precept as noted at item b. Within this total there was £3412 of CIL funds.

b. It was noted that the second instalment of Precept payment had been received.

c. It was agreed to make the following payments:

| Amount               | Payee              | Details   | Transaction reference | Power         |
|----------------------|--------------------|---|-----------------------|---------------|
| £571.80              | S Foote            | Clerk's salary October 2022   | 285595562             | LGA 1972 S112 |
| £143.00              | HMRC               | PAYE  | 721352727             | LGA 1972 S112 |
| £240.00<br>incl VAT  | PKF Littlejohn LLP | External Audit year ending 31<br>March 2022                                     | 13462351              |               |
| £15.75               | S Foote            | Clerk's expenses October 2022   | 452654602             | LGA 1972 S111 |
| £1248.00<br>incl VAT | Cole Easdon        | Commission and pay survey<br>company for 14-day pre-TRO Eye<br>Town Centre ATCs | 880947542             | LGA 1972 S111 |



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| £54.95 | K Farthing | Reimbursement of costs for floral tribute | LGA 1972 S111 |
|--------|------------|---|---------------|

d. The external audit report for the year ending 31 March 2022, and that there were no matters which required attention, were noted.

e. To consider discrepancy noted in bank reconciliation work and agree any action required – it was agreed to defer this matter to the next meeting.

f. To adopt Internet Banking Policy – it was agreed to defer this matter to the next meeting.

g. To review and adopt Financial Regulations – it was agreed to defer this matter to the next meeting.

### 10. Correspondence

The following items of correspondence were noted:

| Date       | From                         | Subject                                  |
|------------|------------------------------|--|
| 24.09.2022 | Mid Suffolk District Council | Become a Councillor event                |
| 06.09.2022 | Parishioner                  | Speed and traffic safety on Green Street |
| 06.09.2022 | Suffolk Waste Partnership    | Food Savy                                |

### 11. Urgent matters and matters for information

Cllr Chimes had provided report of the SALC Suffolk Speeding Forum and Mid Suffolk Active Travel events she had attended on behalf of the Parish Council.

**12. Date of next meeting** was agreed as 7.30 pm on Thursday 3 November at St Edmund's Hall.

Agenda Items: Those above which were deferred. Review of Grant Awarding Policy.

The meeting was closed at 21.50

