

HOXNE PARISH COUNCIL

Minutes of the Annual General Meeting held at Hoxne Playingfield Pavilion on
Wednesday 1 May 2024 at 19.30 hours

Present:

Cllrs Paul Ellis, Alan Garnham, Angus Herron, Richard Kruszewski, Jason Middleton, Marie Lagerberg, Bryn Lerwill, and Chris Parkin. Also in attendance Sarah Foote, Parish Clerk.

1. Election of Chairman

It was unanimously agreed to elect Councillor Chris Parkin as Chairman. Cllr Parkin duly signed the declaration of acceptance of office.

2. Apologies

Apologies were received and accepted from Cllr Abbott. Cllrs P Potter and M Potter were absent.

3. Declarations of Interests

Cllr Middleton declared an interest in the planning application Ref DC/24/01707.

4. Appoint of Vice Chairman

Cllr Paul Ellis was unanimously appointed to this position.

5. Appointments

The following appointments were unanimously agreed:

- Responsible Financial Officer

Sarah Foote

- Bank Signatories

Cllrs Paul Ellis and Bryn Lerwill.

- Planning Committee

It was agreed all councillors in attendance would become members of the Planning Committee and would meet when time sensitive planning applications were received which could not wait until the next scheduled parish council meeting.

- Community Infrastructure Levy Working Group

Cllrs Chris Parkin, Bryn Lerwill and Angus Herron, (Kath Farthing and Gill Carter to be confirmed)

- Speed Limit Working Group

Cllrs Marie Lagerberg, Bryn Lerwill, Angus Herron, Richard Kruszewski, and Chris Parkin.

- St Edmund's Hall Representative (Trustee of St Edmund's Hall)

Cllr Bryn Lerwill

- Hoxne Playing Field Management Committee Representative (Trustee of the Playingfield)

Cllr Paul Ellis

- Suffolk Association of Local Councils Representative

Cllr Jason Middleton

- Vehicle Activated Sign Co-ordinator

Cllrs Richard Kruszewski and Mr Alan Garnham.

- Village Voice Correspondent

Cllr Chris Parkin

- Footpaths' Co-ordinator

Cllr Alan Garnham

- Suffolk Tree Warden Network

Cllr Alan Garnham

6. Public Forum

There were no members of the public present.

7. The minutes of the meeting held on 4 April 2024 were approved and signed by the chairman.

8. Matters arising from minutes of 4 April 2024 – none.

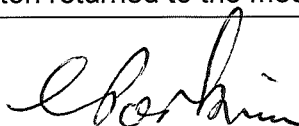
9. Planning

a. The following planning applications were considered:

Ref	Location	Application
DC/24/01707	Post Office and General Stores, Low Street	Application for Listed Building Consent - Internal alterations to allow separation of residential and commercial use areas as per schedule of works.

19.44 Cllr Middleton left the meeting. It was unanimously agreed to recommend approval of this application.

19.47 Cllr Middleton returned to the meeting.



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b. Receipt of documents relating to a Tree Preservation Order TPO/448 - Land at Penbryn, Green Street was noted.

c. It was noted a large telegraph pole had been erected in Low Street next to the noticeboard. A submission had been made to Planning Enforcement to gather further information.

10. Bequest of land – legal opinion had been sought to clarify concerns over access (see confidential noted appended – not for public record). It was unanimously agreed to accept the bequest.

11. Speed Limit Working Group – a meeting had taken place on 1 May 2024. County Councillor Hicks had attended and there had been positive discussions about changes to 20 mph in several locations in the village but this would not be possible for Green Street. The proposals that had been considered now needed to be prepared in a formal document to be submitted to the County Council. It was agreed to establish what the KSI (killed and seriously injured) criteria was for Suffolk and then write to the Chief Constable to request any data to use in support of the application. Full consultation and consideration of the substantial legal costs to implement any approved scheme would take place at future appropriate meetings.

12. Finance and Governance

a. The current financial position was reported at £20,192.

b. Receipt of £600 of Parish CIL was noted.

c. Receipt of first instalment of Precept at £7350 was noted.

d. It was agreed to make the following payments:

Amount	Payee	Details	Power
£635.80	Sarah Foote	Clerk's salary May 2023	LGA 1972 s112
£164.08	HMRC	PAYE	LGA 1972 s112
£750.00	Hoxne Playingfield Committee	Donation to May Fest – as previously agreed	LGA 1972 s137
£16.20	Sword and Trowel	Payroll service	LGA 1972 s111
£383.15	Suffolk Association of Local Councils	Annual Subscription	LGA 1972 s111
£41.70	Sarah Foote	Clerk's expenses	LGA 1972 s111
£60.00	St Edmund's Hall	Meeting room hire	LGA 1972 s111

13. Correspondence

The following correspondence was noted:

Received	From	Subject
22.04.2024	Mid Suffolk District Council	District CIL Bid

14. Urgent matters and matters for information

It was agreed to write to the Primary School and ask for their support for more considerate parking around the school and to engage them in the speed limit change proposals.

15. Date of next meeting – was noted as Thursday 6 June 2024 at Hoxne Playingfield Pavilion

16. Pursuant to the Public Bodies Admissions to Meetings Act 1960 the meeting was closed to the public and press to discuss confidential items as listed above.

Meeting closed 20.25

