

HOXNE PARISH COUNCIL

Minutes of meeting held at Hoxne Playingfield Pavilion on
Thursday 2 October 2025 at 19.30 hours

Present:

Cllrs Caroline Abbott, Paul Ellis, Angus Herron, Richard Kruszewski, Bryn Lerwill, Jason Middleton, Chris Parkin (Chair), and Margaret Sillis. Also in attendance Ginny O'Hegarty, Parish Clerk. No members of the public.

1. Apologies

Apologies were received and accepted from Cllrs Lagerberg and Warner. County Councillor Lloyd had provided apologies.

2. Declarations of Interests

None received.

3. Public Forum

No reports were given.

4. The minutes of the meetings held on 4 September 2025 and 30 September 2025 were approved and signed by the Chairman.

5. There were no matters arising from the minutes of 7 August 2025.

6. **Co-option to Parish Council** – there had been no applications to the one remaining vacancy on the Council.

7. Highways

a. Cllr Kruszewski noted the speed indicator device in Green Street had been malfunctioning but that the incoming number in the latest report was correct showing 99% of incoming vehicles were within the speed limit.

b. Following receipt of the latest ANPR data report, it was reported that all drivers caught at 35mph+ were sent a warning letter about their speed. Drivers caught three or more times or who were caught at extremely high speeds were reported to police for an officer to speak with them about their driving. The report had also been shared with the police's safety camera team to help target areas for more enforcement. The ANPR had been located on a new post on Green Street picking up vehicles travelling westbound towards Oakley.

c. It was noted that the speed indicator device in Abbey Hill may need to be replaced soon.

8. Flood Management

a. Cllr Parkin provided a review of the September Community Flood Information Event which had been circulated to Councillors.

b. The locations for the flood signs when required to be in use were agreed as: x2 Wittons Lane; x2 Nuttery Vale; x1 Low Street (near the shop); x1 near the Village Hall; x1 near Goldbrook Bridge; x1 between Hoxne and Syleham; and x2 Denham Low Road/Clink Hill. Cllr Ellis will add the *what3words* locations to the flood plan. Storage of the 10 flood signs were agreed as: x3 Cllr Ellis; x1 Cllr Kruszewski, x2 Cllr Lerwill, x1 Cllr Middleton, x2 Cllr Parkin and x1 Garage.

9. Asset Management

Hoxne Heritage Group had identified the locations for the new heritage walk boards as: x1 at the Well at Nuttery Vale; x1 near Hoxne Brickworks and the Palaeolithic Site; x1 on the verge near The Pipeworks; x1 at the steps leading to St Edmund's Monument. Cllr Herron will contact the landowner of The Pipeworks; the Clerk will ascertain who maintains the steps leading to St Edmund's Monument and will also contact the three homeowners; the Clerk will also investigate who owns the Well. Written approval will be sought from the landowners prior to the boards being erected by the Parish Council.

10. Finance and Governance

a. The financial position at 30 September 2025 was reported at £30,395.85 including receipt of the second instalment of the precept in the amount of £11,580.

b. The following payments were noted:

Amount	Payee	Details	Power
£585.10	Zurich Municipal Insurance	Annual insurance premium	LGA 1972 s111
£375.53	Start Traffic Ltd	x10 Flood signs incl. frame, clips, and delivery	LGA 1972 s111

So signed and approved at the meeting of 6th November 2025

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c. It was agreed to make the following payments:

Amount	Payee	Details	Power
£587.20	V O'Hegarty	Clerk's salary September 2025	LGA 1972 s112
£260.00	Mr R Woods	Street Caretaker October 2025	LGA 1972 s111
£194.35	HMRC	PAYE	LGA 1972 s112
£40.00	V O'Hegarty	Clerk's expenses and Swan Inn title documents	LGA 1972 s111
£3,909.02	Suffolk County Council	Green Street – warning signs and road markings	LGA 1972 s111
£2,429.05	Suffolk County Council	Eye Road – warning signs and road markings	LGA 1972 s111
£6,374.62	Suffolk County Council	Various locations, Hoxne - 20mph speed limit (professional services)	LGA 1972 s111
£85.14	The Community Heartbeat Trust (Solutions) Ltd	Replacement defibrillator pads	LGA 1972 s111

d. Council reviewed and adopted the Financial Regulations 2025.

e. Council agreed to appoint Trevor Brown as Internal Auditor for year ending 31 March 2026.

11. Correspondence

The following correspondence was noted:

Received	From	Subject
25.09.2025	BMSDC	Mid Suffolk Grant Funding and 'Live Well in Winter Grants' Funding opportunities and support - Mid Suffolk District Council - <u>babergh.gov.uk / midsuffolk.gov.uk</u>
25.09.2025	Denham Parish Council	Request to consider a collaborative approach to HGV traffic issues. Cllr Kruszewski volunteered to attend one of Denham Parish Council's meetings to explain the steps that Hoxne Parish Council has taken as regards traffic management and provide details of the data available that could be shared.
24.09.2025	River Waveney Trust	October community events
23.09.2025	Resident	Notification of the felling of a large Ash tree within the resident's grounds. Granted approval directly to the nominated Tree Surgeon by the Arboricultural Officer from MSDC due to its dead/dying condition
22.09.2025	BMSDC	Publication of the Draft Babergh and Mid Suffolk Strategic Housing Land Availability Assessment and the forthcoming Call for Sites exercise New Joint Local Plan - Mid Suffolk District Council - <u>babergh.gov.uk / midsuffolk.gov.uk</u>
15.09.2025	Three Councils for Suffolk	Proposal for Three Councils For Suffolk https://threecouncilsforsuffolk.org/case-for-change/
10.09.2025	Resident	Question raised whether the Parish Council has any plans to celebrate the 25th anniversary of Brakey Wood. The Parish Council does not currently have any such plans but as a helpful alternative the resident could approach the Woodland Trust.

12. Urgent matters and matters for information

The Parish Council had received a request for the hedge at the bottom of Eye Road to be cut back to improve vehicle access and visibility. The Clerk will investigate ownership of the hedge.

A training session in the Village Hall on the use of the defibrillator was suggested and the Clerk will make enquires for a trainer and the costs involved.

13. Date of next meeting – was noted as Thursday 6 November 2025 at St Edmund's Hall, Hoxne.

Meeting closed 20.47.