

HOXNE PARISH COUNCIL

Minutes of meeting held at Hoxne Playingfield Pavilion on
Thursday 4 June 2026 at 19.30 hours

Present:

Cllrs Paul Ellis, Angus Herron, Richard Kruszewski, Marie Lagerford, Jason Middleton, Chris Parkin (Chair), Margaret Sillis (arrived 19:36). Also in attendance Ginny O'Hegarty, Parish Clerk/RFO, County Cllr Sally Mittuch, two members of the public.

1. Apologies were received and accepted from Cllrs Bryn Lerwill and Pasco Warner. District Cllr Matthew Hicks had also provided apologies.

2. Declarations of Interests None received.

3. Public Forum

County Cllr Mittuch reported that:

- Several Hoxne residents had requested the bus service be reinstated. Cllr Mittuch will provide a questionnaire for completion by residents. Further details awaited.
- Suffolk County Council had announced plans to undeclare the climate emergency and scale back related funding opportunities.

No comments were received from members of the public.

4. The minutes of the meeting held on 7 May 2026 were approved and signed by the Chairman.

5. Matters arising from Minutes of 7 May 2026 meeting. The bench in the Community Orchard had been moved from under the trees and the No Dogs sign had been put up.

6. There had been **no applications to the two vacancies** on the Council.

7. Council agreed to set up an **Infrastructure Working Group** comprising of Cllrs Middleton, Parkin and Sillis; Cllr Ellis will join the Working Group after the next Parish Council meeting. The Infrastructure Working Group will meet before the next Parish Council meeting and draw up a remit of what the Working Group will do.

8. Planning

a. Council noted the following planning determinations:

Ref	Location	Application
DC/26/01353	The Hall, Thorpe Hall Road, Hoxne	Application for Listed Building Consent - Insertion of new door to existing modern closet and blocking up of old door. Granted
DC/26/00872	Yew Tree House, 37-39 Church Hill, Hoxne	Householder Application: Blocking up of external doorway into a modern 1980s shower room extension on the rear west elevation. Granted
DC/26/00873	Yew Tree House, 37-39 Church Hill, Hoxne	Application for Listed Building Consent: Blocking up of external doorway into a modern 1980s shower room extension on the rear west elevation. Granted

9. Highways

a. Update on **Eye Road and B1118 / Green Street projects**. The contractors had been programmed to proceed with the line painting on Eye Road on 7th June, subject to the weather. The CLE has been chased regarding the markings on Green Street that require reinstatement following the resurfacing.

b. Update regarding **proposed 20mph Speed Limit**. Details have been requested from the Community Works Design Engineer regarding the date for proceeding with the formal advertisement of the legal order.

c. Update regarding the letter submitted to Councillor Chambers, The Cabinet Member for Transport, regarding the new 20mph policy. Details are awaited from the newly elected administration as regards their approach to traffic management.

d. Council approved **purchasing items under the Community Self-Help Scheme** consisting of a cordless hedge trimmer, brushcutter, battery and charger at a cost of £1,189.40 inc. VAT instead of the items considered for purchase at April's parish council meeting.

e. (1) Council is awaiting a response to its request to SCC to fund the changing of an uneven road surface sign on the B1118 on the way to Stradbroke to a warning triangle advising of agricultural vehicles ahead.

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(2) A letter had been delivered to the farmer requesting a 'Beware of Traffic' sign be erected at the beet pad.

f. Update regarding zoning the parish providing councillors with a dedicated geography to review and report on any issues in their zone at future meetings: Cllrs were requested to provide details to Cllr Kruszewski of their areas of interest or where they frequent to aid zoning of the parish.

Council noted that several speed strips had been identified locally. The Clerk was requested to write to SCC Highways to clarify whether the work has been licensed and if not to obtain confirmation that the applicant would not be able to use the data if it has been collected illegally.

10. Flood Management

a. Update regarding the location of a flood depth gauge board: Approval had been received from the owners of Bridge House for a temporary board to be erected outside their property as and when needed.

b. Update regarding property flood resilience support for listed property owners: Council had written to Cllr Hicks and the Planning Committee Chair regarding the issues faced by listed building owners and was awaiting a response.

c. Cllr Lagerberg had spoken with Stephen Quinn at SCC regarding natural flood management with a view to identifying other sites around the village but responses from landowners had not yet been received. Cllrs were asked to provide details to Cllr Lagerberg of landowners she could contact.

11. Asset Management

a. Update regarding identification of potentially suitable areas for consideration by BMSDC as part of its meadow management project: In addition to hedging for the community orchard, other suggestions were trees for the Church and Eye Road. The Clerk was asked to make enquiries to see if there is any interest. Cllr Ellis was asked to approach the Pavillion with a view to increasing the hedging or leaving 5-10 metres of long grass around the edge of the playingfield.

b. Update regarding erection of No Dogs Allowed signage at the Orchard. Work completed.

c. Update regarding renovation of the red telephone box on Denham Road. Work is in progress and once completed a decision will be taken as to what to do with the telephone box.

12. Finance and Governance

a. Council's financial position as at 31 May 2026 was reported as £27,426.41. Council agreed to transfer funds to the savings account and leave a balance in the community account of £1,000.00.

b. Council ratified the following payment made between meetings:

Amount	Payee	Details	Power
£25.51	Nest Pensions (Direct Debit)	April employee contribution £23.49; employer contribution £2.02	LGA 1972 s112

c. Council approved the following payments:

Amount	Payee	Details	Power
£563.71	V O'Hegarty	Clerk's salary May 2026	LGA 1972 s112
£218.40	Mr R Woods	Street Caretaker's salary May 2026	LGA 1972 s111
£80.13	HMRC	PAYE/NIC	LGA 1972 s112
£34.48	V O'Hegarty	Clerk's expenses – WFH allowance, mobile phone data	LGA 1972, s111
£80.00	C Leader	Grass cutting (March, April, May)	Open Spaces Act 1906, ss.9 and 10
£1,189.40	AMPS & Stephenson Ltd	Hedge trimmer, brushcutter, battery, charger	LGA 1972, s111

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d. Audit

- i. Council received and noted the Annual Internal Audit Report and highlighted the following:
 - 1) The Internal Control Statement and Report, and Risk Register were reviewed and accepted by the Council at its meeting on 6 March 2025 (during the 2024/25 year) and more recently reviewed on 25th March 2026 but not accepted until the meeting on 2 April 2026 (during the 2026/27 year), therefore a formal review was not considered to have taken place during the financial year 2025-26.
 - 2) The level of General Reserves stood at 2.3 months at the end of the financial year; the recommended level is between 3-12 months of expenditure/precept (£7,280 for 2026-27).
 - 3) An Addendum to be added to the Clerk's contract formalising the working hours of 8 per week.
- ii. Council approved the Accounts for the year ending 31 March 2026 and approved the Clerk to take steps to close the Barclays account.
- iii. Council approved the AGAR Annual Governance Statement for 2025-26.
- iv. Council considered, approved and signed the AGAR Accounting Statements for 2025-26.
- v. Council approved the commencement date for the Notice of Public Rights for 2025-26.

13. Correspondence

Council noted receipt of the following correspondence:

Received	From	Subject
20/05/2026	County Cllr Sally Mittuch	Letter received from a resident requesting a bus service for the village. Any information from residents about how the pre-Covid service worked, routes and frequency would be helpful. <i>See 3 above.</i>
28/05/2026	EcoPower Suffolk	Invitation to attend EcoPower Suffolk Community Liaison Group online meeting on 11 th June, time TBC <i>Cllr Lagerberg will try to attend.</i>
27/05/2026	Adrian Ramsay MP	Details of an informal surgery with Adrian Ramsay MP taking place at St Edmund's Hall on Tuesday, 28 th July between 1-3pm where residents are welcome to drop in to speak with Adrian. Flood insurance specialists, Flood Re will also be available to answer queries relating to flooding and property insurance, and other flood-related issues. <i>Cllrs Parkin and Lagerberg will attend.</i>
27/05/2026	BMSDC	Suffolk Armed Forces Day taking place at King's Meadow Recreation Ground Stowmarket on Saturday, 27 th June 11am-3pm
27/05/2026	NALC	Invitation for councillors, clerks and others to take part in Project Keystone about what is working well, where improvements are needed, and what support the sector needs for the future

14. Urgent matters and matters for information.

- a. SID devices will be taken down temporarily due to Councillor holiday.
- b. Clerk to contact the MP, County Councillor and nearby Parish Councils about the impact of large-scale solar and development schemes on local deer populations.
- c. Clerk to send a letter of thanks to those involved in the Hoxne Heritage Trail.
- d. Blocked drain on Denham Road: Cllr Parkin volunteered to try and clear it.

15. Date and location of next meeting – Thursday 2 July 2026 at Hoxne Playingfield Pavilion.

16. Meeting closed 21:08

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