

HOXNE PARISH COUNCIL
Minutes of meeting held at St Edmund's Hall, Hoxne on
Thursday 4 December 2025 at 19.30 hours

Present:

Cllrs Caroline Abbott, Paul Ellis, Angus Herron, Richard Kruszewski, Marie Lagerberg, Bryn Lerwill, Chris Parkin (Chair), Margaret Sillis and Pasco Warner. Also in attendance Ginny O'Hegarty, Parish Clerk, District Councillor Matthew Hicks and four members of the public.

1. Apologies

Apologies were received and accepted from Cllr Middleton. County Councillor Lloyd also provided his apologies.

2. Declarations of Interests

Cllr Parkin declared an Other Registrable Interest in Agenda item 10.

3. Public Forum

(i) District Councillor Matthew Hicks reported that Mid Suffolk is under significant pressure from Government to deliver additional housing with a Call for Sites exercise inviting submissions running until early January.

(ii) A member of the public was of the opinion that once a Neighbourhood Development Plan was adopted it was legally binding and any modifications would have to be at the behest of the community. More housing had been allocated in the Plan than BMSDC were requesting and any new planning applications received by the Council should be considered with regard to the Plan. A concern was raised regarding the suitability of existing infrastructure being able to support a significant increase in housing development. Council noted this had been considered in the Neighbourhood Plan and the Call for Sites heavily reflects the sites referred to in the Plan.

(iii) A spokesman for the Hoxne Heritage Group advised that an application for a Pride in Your Place Grant towards new heritage walk boards had been successful although the amount had not been confirmed. Street furniture licences for some of the boards may need to be applied for, the exact number is to be determined. Council confirmed its previous agreement to seek approval from landowners for the erection of boards on private land.

4. The minutes of the meeting held on 6 November 2025 were approved and signed by the Chairman.

5. Matters arising from Minutes of 6 November 2025 meeting. The new domain name hoxneparishcouncil.gov.uk had been registered and is pointing to the Council's website.

6. To consider any applications for co-option to the vacancy on the Parish Council – there had been no applications to the one remaining vacancy on the Council.

7. Planning

a. The following planning applications were considered:

Ref	Location	Application
DC/25/047 87	Aldersyde Cottage, Low Street, Hoxne, IP21 5AS	Retention of erection of shed for use as an office following demolition of previous shed

It was agreed to recommend approval subject to the right of way to the properties entitled to use it being respected and guaranteed.

DC/25/041 55	Fairstead Farmhouse East End, Eye Road, Hoxne, Eye Suffolk IP21 5BA	Application for Listed Building Consent - Erection of new porch
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It was agreed there were no reasons to object to this application.

b. The following planning determination was noted:

Ref	Location	Application
DC/25/044 68	The Old Wheelwrights, Cross Street, Hoxne, Eye Suffolk IP21 5AJ	Discharge of Conditions Application Condition 3 (Fenestration) - Granted

c. Babergh and Mid Suffolk Joint Local Plan Review - Strategic Housing Land Availability Assessment and Call for Sites. It was questioned what evidence exists as regards a demand for additional housing in the village as a number of houses had been on the market for a while indicating low demand. Given the Neighbourhood Development Plan was only completed two years ago, Council agreed not to reconstitute the local development group at the current time unless it receives confirmation that the Plan is not a legally binding document. The Clerk was asked to investigate the position.

d. There were no other planning matters.

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8. Highways

- a. Council deferred considering the purchase of a replacement SID on Abbey Hill, and extension of the coverage to include Denham Road until the next financial year.
b. Timing updates relating to the Hoxne Traffic Management proposals were noted.

9. Flood Management

Cllr Warner will obtain a quote for a water depth gauge board.

10. Asset Management

At 20.20 Cllr Parkin left the meeting and it was agreed Cllr Ellis would Chair the meeting in his absence. Council agreed in principle to meet the costs for the erection of six new posts for the heritage walk boards subject to budgetary review in January. Cllr Parkin returned to the meeting.

At 20.34 Cllr Sillis left the meeting.

11. Finance and Governance

- a. The Council's financial position at 30 November 2025 was reported at £16,235.35, including £249.73 reimbursed for sign cleaning equipment purchased through the Community Self Help Scheme.
b. The bank reconciliation for period ending 30 November 2025 was noted and verified and signed by Cllr Abbott.
c. The year to date spend against budget was noted. The Clerk will submit the VAT reclaim for the period 1 April 2025 to 30 November 2025.
d. It was agreed to form a Finance Working Group of Cllrs Abbott, Heron and Parkin, and Cllr Middleton who was absent from the meeting would also be invited. The Working Group will meet to consider a draft budget for discussion at the next full Council meeting in January.
e. Council noted the following payments:

Amount	Payee	Details
£299.68	V O'Hegarty	Reimbursement for sign cleaning equipment
£100.00	Mid Suffolk Citizen's Advice	Donation
£100.00	Headway Suffolk	Donation

- f. Council agreed to make the following payments:

Amount	Payee	Details
£631.25	V O'Hegarty	Clerk's salary November 2025
£260.00	Mr R Woods	Street Caretaker December 2025
£213.61	HMRC	PAYE
£26.00	V O'Hegarty	Clerk's expenses
£21.60	Suffolk Ass'n of Local Councils	Clerk Training Course - Budgeting
£54.00	Hoxne Village Hall	Flood Information Event (13/09/2025) and additional Parish Council meeting (30/09/2025)
£20.00	Hoxne Village Hall	Phoenix Ladies Group CPR Training (25/10/2025)
£80.00	C Leader	Community Orchard grass cut September and October
£54.50	Community Action Suffolk	.gov.uk domain name and mailbox

12. Correspondence

- a. The following correspondence was noted. Cllr Lagerberg will complete the Suffolk Wildlife Trust survey.

Received	From	Subject
24/11/25	SALC	Local Government Re-organisation and devolution - Consultation open on proposals for local government reorganisation in Suffolk https://salc.org.uk/information-page-devolution#scrollTop=0
19/11/25	One Suffolk	Government consultation on LGR in Suffolk will run until 11 January https://consult.communities.gov.uk/local-government-reorganisation/norfolk-suffolk/
18/11/25	Suffolk Wildlife Trust	Invitation from Suffolk Wildlife Trust to participate in an online survey and follow up workshops to shape how the Waveney Valley landscape is restored and managed for nature

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10/11/25	SALC	Devolution - The new Mayoral Combined County Authority (MCCA) website is now live https://www.norfolksuffolk-cca.gov.uk/?utm_source=Weekly+NEWS+BULLETIN&utm_medium=Email
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13. Urgent matters and matters for information. Cllr Kruszewski had attended a meeting at Denham Parish Council to explain the work Hoxne Parish Council had been doing with regard to highways. It was noted that the sharing of information amongst surrounding parishes as regards planning issues and development that could affect neighbouring parishes would be beneficial.

14. Date of next meeting was noted as Thursday 8 January 2026 at St Edmund's Hall, Hoxne.

Meeting closed 21.00.