

HOXNE PARISH COUNCIL

Minutes of meeting held at St Edmund's Hall, Hoxne on
Thursday 5 March 2026 at 19.30 hours

Present:

Cllrs Paul Ellis, Angus Herron, Richard Kruszewski, Marie Lagerberg (arrived at 20.03), Bryn Lerwill, Jason Middleton, Chris Parkin (Chair), Margaret Sillis and Pasco Warner. Also in attendance Ginny O'Hegarty, Parish Clerk, District Councillor Matthew Hicks (arrived 19:49), and one member of the public.

1. **Apologies** were received and accepted from Cllr Abbott.

2. **Declarations of Interests** None received.

3. Public Forum

A copy of County Councillor Lloyd's report had been circulated to Councillors prior to the meeting and will be posted on the website.

District Councillor Matthew Hicks reported that:

- Mid Suffolk has set the Council tax at the maximum rate of 2.99%
- The Needham Market site has been sold which will create 32 new homes on the site
- Ipswich is bidding to become the next City of Culture

4. **The minutes of the meeting held on 5 February 2022** were approved and signed by the Chairman.

5. **Matters arising** from Minutes of 5 February 2025 meeting. There were no matters arising.

6. There had been **no applications to the one remaining vacancy** on the Council.

7. Planning

a. Council noted the following planning determinations:

Ref	Location	Application
DC/25/05457	Goldbrook Plants, Goldbrook, Hoxne IP21 5AN	Householder Application - Erection of a side extension & link extension to outbuilding to be converted. Replacement windows and doors, new external surfaces, new solar panels. Granted'
DC/26/00078	Carpenters Walk, 16 Church Hill, Hoxne IP21 5AT	Application for Listed Building Consent - repair concrete render which has cracked, allowing ingress of water to the structure. Granted.

b. There were no other planning matters.

8. Highways

a. Update on Eye Road and B1118 / Green Street projects. SLOW markings had been completed on Green Street. The painting of white markings on Eye Road are yet to be carried out.

b. 20mph on Green Street B1118: Cllr Kruszewski provided background information on the new 20mph policy and had circulated a draft letter to the Council prior to the meeting. The draft letter, addressed to Chris Chambers, Cabinet Member for Transport, requested that when finalising the policy consideration be given to including linear proposals in cases where specific local circumstances affect communities, such as excessive HGV traffic on roads unsuitable for such vehicles. The Council unanimously approved sending the letter.

c. Council discussed the recent meeting with the Community Liaison Engineer ('CLE') Following the meeting the CLE had raised reports regarding hazard lining around the Oakley bend on the B1118 and a replacement of the faded junction warning sign on the approach towards Oakley from Hoxne.

d. Suffolk Highways and SALC's 2026 Town, Parish Council & Parish Meeting Survey. Cllr Kruszewski volunteered to complete the survey on behalf of the Council.

e. There were no other highways matters.

9. Flood Management

a. Consideration of the location for a flood depth gauge board was deferred to the April meeting.

10. Asset Management

a. Following analysis of three quotations, it was resolved to appoint Nick Bobby Tree Services as the contractor for the tree works in the Community Orchard, based on a quote of £320 plus VAT.

Signed

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b. Council discussed dog fouling in the Community Orchard. Cllr Warner will investigate the costs for fencing and the Clerk will investigate the costs of No Dogs Allowed signage. The Clerk had also requested anti-fouling signage from Mid Suffolk District Council. Council will discuss the possibility of planting natural hedging around the Orchard as part of BMSDC's Bio Diversity meadow management project at the April meeting.

11. Finance and Governance

a. The Council's financial position at 28 February 2026 was reported as £17,374.32 which includes receipt of grants towards a new speed indicator device of £1,300 from Suffolk County Council and £360.28 from Mid Suffolk District Council.

b. Council approved the following payments:

Amount	Payee	Details	Power
£469.60	V O'Hegarty	Clerk's salary February 2026 (incorrectly referred to as January 2026 in the Agenda)	LGA 1972 s112
£260.00	Mr R Woods	Street Caretaker's salary March 2026 (incorrectly referred to as February 2026 in the Agenda)	LGA 1972 s111
£143.13	HMRC	PAYE	LGA 1972 s112
£42.94	V O'Hegarty	Clerk's expenses – WFH allowance, mobile phone data, replacement leaflet holder	LGA 1972 s111
£74.98	V O'Hegarty	Reimbursement for secateurs and loppers for use by the street caretaker to be reclaimed under the community self-help scheme	LGA 1972 s111
£32.40	Sword & Trowel Limited	Payroll Service	LGA 1972 s111
£360.00	Hoxne Recreation Ground Trust	Hire of Hoxne Pavilion (May 2024-Oct 2025)	LGA 1972 s111
£382.10	Limelight Signs	Flood water depth gauge board	Deferred
£18.99	P Ellis	Cllr Expenses – Reimbursement for grass seed for village green	LGA 1972 s111

c. Council agreed not to renew the Neighbourhood Plan domain name at a cost of approximately £15 p.a.

d. Council approved the purchase of a box of 100 heavy duty gripper gloves for use by street caretaker at a cost of £15.19 plus delivery

e. Council noted Mid Suffolk District Council's annual price increase for the litter and dog bin emptying service will rise from £50 per bin per annum to £51.50 per bin per annum with effect from 1 April 2026.

f. Council resolved to adopt the following:

- i. Local Government Act Model Councillor Code of Conduct 2020
- ii. Information Technology Policy
- iii. Website Accessibility Statement

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12. Correspondence

Council noted receipt of the following correspondence:

Amount	Payee	Details
09/02/2026	BMSDC Waste Service Team	Changes to recycling
19/02/2026	SALC	Joint Mid Suffolk / Babergh Area Forum - 17th March, 7pm online
21/02/2026	Resident	Two large potholes on the B1118 reported to Suffolk Highways – vehicle tyres damaged <i>Council noted the potholes had been marked by Highways and should therefore be fixed shortly</i>
25/02/2026	Hoxne Heritage Group	Invitation to the launch of the new heritage trail boards - 26 th May 2026, 7pm, Village Hall
25/02/2026	BMSDC Biodiversity	Meadow management – identification of potentially suitable areas <i>Cllr Lagerberg reported that funding is available for starting new projects but not for managing projects. It was agreed to discuss this further at the April meeting.</i>

13. Urgent matters and matters for information:

- i. Council discussed the arrangements for the village clean up on Sunday, 8 March 2026
- ii. Council approved payment of street lighting maintenance costs in the amount of £903.08 +VAT.

14. Date and location of next meeting – Thursday 2 April 2026 at St Edmund's Hall, Hoxne.

15. Meeting closed 20:38

Signed

Dated