

# HOXNE PARISH COUNCIL

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

## Present:

Cllrs Angus Herron, Richard Kruszewski, Marie Lagerberg, Bryn Lerwill, Jason Middleton, Chris Parkin (Chair), and Margaret Sillis. Also in attendance Ginny O'Hegarty, Parish Clerk, District Councillor Matthew Hicks, and one member of the public.

**1. Apologies** were received and accepted from Cllrs Abbott, Ellis and Warner. County Councillor Lloyd also provided his apologies.

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

The Chair reminded Councillors that questions should be submitted through the Chair and that the Clerk will note the arrival time if Councillors are late to a meeting, and the departure time if Councillors depart a meeting before it has formally closed.

## 3. Public Forum

A member of the public provided background about [agenda item 8b](#) and the number of accidents that had taken place at that location. The Council will discuss the matter with the Community Liaison Engineer.

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's new Community Nature Recovery Grant offers up to £50,000 for projects that safeguard natural spaces for future generations with the aim of boosting biodiversity. Projects include tree planting, wildflower meadow creation, and other environmental initiatives.
- Residents and landlords may apply for free home energy upgrades before the end of March.
- Thermal cameras may be borrowed from local libraries to detect where heat is escaping from around the home.
- An amount of £360.28 of locality funding is available to be applied for by the Parish Council.

**4. The minutes of the meeting held on 8 January 2026** were approved and signed by the Chairman.

**5. Matters arising from Minutes of 4 December 2025 meeting.** Suffolk's transport team are investigating procuring a bus service to service Hoxne.

**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/26/00316  | Land At Gissings Farm,<br>South Green Road, Hoxne     | Application for prior notification for a proposed erection of a Straw Shed for the purpose of Agriculture. Stage 2 of DC/25/05421 Agricultural Determination under Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 6 |
| The Council do not object to the application but request their concern be noted regarding the impact of HGV traffic on the road at South Green and the junction with Eye Road noting the road should be left in a serviceable condition. |   |   |
| DC/26/00078  | Carpenters Walk,<br>16 Church Hill, Hoxne<br>IP21 5AT | Application for Listed Building Consent - repair concrete render which has cracked, allowing ingress of water to the structure  |
| Council agreed to support the application.   |   |   |
| DC/26/00279  | The Stables, Low Street,<br>Hoxne IP21 5AR            | Change of use from stables outbuilding to form 1No. dwelling including external alterations (Amended scheme to that granted under DC/25/00915)  |
| Council agreed to support the application.   |   |   |

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b. The following planning determinations were noted:

| Ref         | Location                                      | Application  |
|-------------|---|--|
| DC/25/05449 | Woodlands, 50 Low Street, Hoxne IP21 5AS      | Notification of Works to Trees in a Conservation Area - Turkey Oak - To remove leaning tree to ground level. Sycamore - To pushback overhang from house. MSDC does not wish to object. |
| DC/25/04787 | Aldersyde Cottage, Low Street, Hoxne IP21 5AS | Retention of outbuilding for use as home office and regularisation of demolition of outbuilding. Planning permission granted.  |

c. EcoPower Suffolk Solar project. Council considered whether to submit comments by 23 February 2026 on the Scoping Opinion that will accompany the future application. Cllr Lagerberg will prepare a response on behalf of the Council.

d. There were no other planning matters.

### 8. Highways

a. Update on Eye Road and B1118 / Green Street projects.

Council considered and approved the proposed plan to be sent to residents re various locations 20mph speed limit. If there is no legal requirement to remove the current 20s plenty signs, the Council will request they remain in place or investigate whether they may be redeployed on Eye Road or Green Street. The Clerk was asked to raise the matter with the Design Engineer.

b. Highways maintenance on Low Street at the sharp bend heading out of Hoxne towards Oakley: faded white lines; damaged cats eyes; poor drainage; hidden and faded signage. Council considered the report provided by a resident on the number of accidents at this location and agreed to discuss it with the Community Liaison Engineer as well as the resident's request for extra 'slow' signage, chevrons, replacement of faded sharp bend signs and repainting of white lines.

c. To consider any other highways matters. Council agreed to submit an application for locality funding towards a new speed indicator device.

d. Council agreed to combine the litter pick on 8<sup>th</sup> March with a general tidy up of the village.

e. Council approved the purchase of secateurs and loppers for use by the street caretaker to be reimbursed through the Community Self Help Scheme.

f. The Clerk will circulate details of the protective clothing available which may be ordered following completion of Community Self Help Scheme training.

### 9. Flood Management

a. Consideration of the location for a flood depth gauge board was deferred to the March meeting pending further investigation by Cllrs Parkin and Lagerberg.

b. Update on flood management. Under the terms of the s.19 Report, an update had been provided to the County Council on the actions taken in the community. The Clerk was requested to follow up on the Council's request for support for listed building owners.

### 10. Asset Management

a. A quote had been received relating to the Community Orchard tree works and the Council will obtain two further quotes in accordance with its Financial Regulations by the end of March.

b. Council considered the future arrangements for the existing heritage boards which are to be replaced and agreed to store them pending the new trail boards being erected.

### 11. Annual Parish Meeting

Council agreed that local groups would be asked to provide written copies of their reports this year in place of delivering speeches. The Clerk was asked to send out invitations to local groups with details. No budget was approved as the bar would be open once the formal meeting had closed.

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**12. Finance and Governance**

a. The Council's financial position at 31 January 2026 was reported at £16,719.50, which includes receipt of £3,018.64 VAT refund.

b. Council approved the following payments:

| Amount  | Payee              | Details  | Power         |
|---------|--------------------|--|---------------|
| £469.80 | V O'Hegarty        | Clerk's salary January 2026  | LGA 1972 s112 |
| £260.00 | Mr R Woods         | Street Caretaker's salary February 2026  | LGA 1972 s111 |
| £142.93 | HMRC               | PAYE   | LGA 1972 s112 |
| £90.73  | V O'Hegarty        | Clerk's expenses – WFH allowance, mobile phone data, printer cartridges, paper | LGA 1972 s111 |
| £382.10 | Limelight Signs    | Flood water depth gauge board  | Deferred      |
| £36.00  | Hoxne Village Hall | Parish Council meetings (06.11.2025 and 04.12.2025)                            | LGA 1972 s111 |

**13. Correspondence**

The following correspondence was noted and Cllr Parkin volunteered to check the bulb in the kiosk as well as look into arrangements for fixing the door and the repainting:

| Received | From             | Subject  |
|----------|------------------|--|
| 21/01/26 | Adrian Ramsay MP | Sustainable Communities Conference, Friday 13 March, 9.00am–3.00pm, at the Corn Hall in Diss.  |
| 21/01/26 | Resident         | Hoxne Book Exchange – condition of the kiosk   |
| 20/01/26 | SALC             | Buckingham Palace Garden Party – attendee nominations to be received by 13 February 2026   |
| 20/01/26 | SALC             | Code of Conduct factsheets   |
| 12/01/26 | OFTEC            | Future Ready Fuel Campaign <a href="#">Exploring the role of alternative clean heating solutions - GOV.UK</a> – households are encouraged to respond to the consultation before the closing date of 10 February 2026 |

**14. Urgent matters and matters for information.** Council gave approval for the Clerk to purchase a replacement leaflet dispenser for St Edmund's Hall carpark.

**15. Date of next meeting** was noted as Thursday 5 March 2026 at St Edmund's Hall, Hoxne.

**16. Exclusion of the Public and Press:** Council agreed the appointment of the payroll service provider from the start of the new financial year.

**17. Meeting closed 21:27**