

HOXNE PARISH COUNCIL

Minutes of meeting held at Hoxne Playingfield Pavilion on
Thursday 3 September 2026 at 19.30 hours

Present:

Cllrs Paul Ellis, Richard Kruszewski, Marie Lagerberg, Bryn Lerwill, Jason Middleton, Chris Parkin (Chair), Margaret Sillis and Pasco Warner. Also in attendance Ginny O'Hegarty, Parish Clerk/RFO, County Cllr Sally Mittuch, District Cllr Matthew Hicks, no members of the public.

1. **Apologies** were received and accepted from Cllr Angus Herron.

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

3. Public Forum:

County Cllr Mittuch reported that:

- Councils are advised to create/update emergency plans to include fire.
- Grants of up to £9,500 are available towards eco home improvements.
- 'The People's Emergency Briefing' film will be shown at Stradbroke Community Centre on 24th September at 7pm, and at Laxfield Village Hall on 9th October at 6.30pm.

District Cllr Hicks reported that:

- MSDC is continuing to oppose the EcoPower Suffolk solar project due to numerous concerns and unanswered questions.
- The new National Planning Policy Framework will bring significant changes to the planning process. Neighbourhood plans will be looked at in this regard and Mid Suffolk officers will reach out to parishes in the coming weeks.

4. **The Minutes of the meeting held on 6 August 2026** were approved and signed.

5. **Matters arising from the Minutes of 6 August 2026** meeting were noted:

- Council had made representations to the MP, District and County Councillors regarding the implications arising from the expansion of the Cranswick meat processing factory at Eye Airfield.
- Council had received confirmation that a funding contribution will be made from the local highways budget towards the purchase of a Speed Indicator Device and additional battery.
- MSDC will attend to cut the hedge at Heckfield Green, then in October/November a site visit will be arranged to discuss removal and replacement of the hedge.

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

7. Planning

a. Council considered the following planning application received from Mid Suffolk District Council:

Ref	Location	Application
DC/26/03399	Fir House, Church Hill, Hoxne IP21 5AT	Application for works to trees in a conservation area - To reduce 1 Lime and 1 Silver Birch by a third all over. Comments deadline extended to: 04/09/2026
Council considered the application and had no objections.		

b. Council noted the following planning decisions:

Ref	Location	Application
DC/26/02773	Abbey View Cottage, Cross Street, Hoxne IP21 5AL	Discharge of Conditions 3 (External facing and roof materials), 7 (Wildlife Enhancement measures) and 10 (Construction Management Plan). Approved

So signed and approved at the meeting of 1st October 2026

DC/26/02933	Abbey View Cottage, Cross Street, Hoxne IP21 5AL	Discharge of Condition 6 (Vents and Plumbing). Approved
DC/26/02451	Red House Lodge, Redhouse Farm Road, Hoxne IP23 7NW	Application to determine if prior approval is required for erection of agricultural building for the storage of straw. Formal approval of the details of the proposed development is not required.
DC/26/02450	Red House Lodge, Redhouse Farm Road, Hoxne IP23 7NW	Planning Application for the erection of pig rearing building, concrete pad and construction of a new drainage lagoon. Granted

c. There were no other planning matters.

8. Highways

- a. Update on **B1118 / Green Street project**. The road markings were incomplete and the contractor had been instructed to return.
- b. Update regarding **proposed 20mph Speed Limit**. The formal consultation had concluded on 28th August and Council is waiting to hear from Suffolk Legal whether there had been any representations to the notice.
- c. Council had received details of the costs associated with **potential new signage** and agreed that the costs were prohibitively expensive. Council agreed to share the information with the farmer.

9. Severe Weather Management

- a. Update regarding flood/severe weather management matters: The Flood Working Group is developing an **emergency plan**. The Parish Council will organise a desktop exercise to ensure that all relevant parties understand their roles in the event of a flood emergency. The Clerk was requested to set up a Parish Council WhatsApp group for use during emergency situations.
Council was informed that the Brakey Wood **natural flood management project** will proceed next Spring. Two landowners had also responded positively regarding potential projects on their land, therefore there could be three natural flood management projects undertaken within the parish.
- b. Locality Award funding had been approved for an additional 6ft **water gauge board** to be sited at Wittons Lane.

10. Asset Management

Council considered the recommendations received from the Assistant Ecologist at Babergh and Mid Suffolk District Councils regarding the **hedging at the community orchard**. Council will diarise a date in January to clean up the orchard including cutting the tops of the hedging. Trees encroaching on power lines would be reported to UK Power Networks.

11. Finance and Governance

- a. Council's financial position as at 31 August 2026 was reported as £26,623.21.
- b. Council ratified the following payments made between meetings:

Payee & Details	Amount	Power
C Leader grass cutting May-June 2026	£80.00	Open Spaces Act 1906, ss. 9 and 10
C Leader grass cutting underpayment INV-47	£40.00	Open Spaces Act 1906, ss. 9 and 10

- c. Council approved the following payments:

Payee & Details	Amount	Power
Clerk's Salary	£469.60	LGA 1972 s112
Street Caretaker's Salary	£218.40	LGA 1972 s111
HMRC - PAYE/NIC	£197.73	LGA 1972 s112
Clerk's Expenses	£78.03	LGA 1972, s111
Street Caretaker's Expenses	£39.99	LGA 1972, s111

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Zurich Insurance	£546.21	LGA 1972, s111
Society of Local Council Clerks – FILCA Course	£122.64	LGA 1972, s111
PKF Littlejohn LLP – External Auditor Fee	£252.00	LGA 1972, s111
Start Safety – Speed Indicator Device and additional battery	£3,290.27	LGA 1972, s111

- d. The External Auditor had concluded its review for 2025-26 and supplied its report and certificate. Council noted that the actions raised in the report had been actioned and the general reserves were being monitored on a monthly basis.
- e. Council ratified the implementation of the Local Government Services pay agreement 2026 backdated to 1st April 2026.
- f. Council approved the insurance renewal quotation of £546.21 for the period commencing 1 October 2026.
- g. Council agreed to contribute £102.20 +VAT towards FILCA training course fee for Clerk.
- h. Council approved the purchase of a poppy wreath.

12. Correspondence

Council noted receipt of the following correspondence:

Received	From	Subject
20/08/2026	Resident	Green Street debris and surplus recycling bins - The Clerk was asked to draft a letter to local haulage companies and farmers asking them to cover their loads as straw on the roads will contribute towards drain blockages. The surplus recycling bins have been removed by MSDC
17/08/2026	Resident	Field fire risks – see Agenda item 9.a

13. Urgent matters and matters for information. Council approved a budget of £600 for replacement Council laptop and related items. Agenda items for next meeting: autumn clean up concentrating on Green Street where the drains get blocked; update regarding gulleys; update following sign cleaning.

14. Date and location of next meeting – Thursday 1 October 2026 at Hoxne Playingfield Pavilion.

15. Pursuant to the Public Bodies Admission to Meetings Act 1960 the meeting was closed to the public and press to discuss a confidential contractual and employment matter.

16. Meeting closed 20:58.

So signed and approved at the meeting of 1st October 2026