

HOXNE PARISH COUNCIL

Minutes of meeting held at Hoxne Playingfield Pavilion on
Thursday 4 September 2025 at 19.30 hours

Present:

Cllrs Caroline Abbott, Angus Herron, Richard Kruszewski, Marie Lagerberg, Bryn Lerwill, Jason Middleton, Chris Parkin (Chair), Margaret Sillis and Pasco Warner. Also in attendance Ginny O'Hegarty, Parish Clerk, County Councillor Henry Lloyd, District Councillor Matthew Hicks.

1. Apologies

Apologies were received and accepted from Cllr Ellis.

2. Declarations of Interests

None received.

3. Public Forum

County Councillor Henry Lloyd provided commentary to a report which had been circulated to councillors. District Councillor Matthew Hicks reported on pylons and likelihood of being located on/off shore; small electrical items may be recycled in new pink bins the closest of which is in Eye; the purchase of land in Thorndon to bring forward biodiversity; a £300,000 fund for revitalisation of communities.

No members of the public present.

4. The minutes of the meetings held on 3 July 2025 and 7 August 2025 were approved and signed by the Chairman.

5. Matters arising from minutes of 7 August 2025

Confirmation received that highways and localities budgets may not be used towards the costs of the Hoxne traffic management proposals. Residents who were flooded previously had been invited to the September event. As regards flood management, the insurance company cannot advise what precautions should be taken but request Council mitigate any risks and take necessary precautions. Confirmation received from Suffolk County Council that trained volunteers (who have undergone the community self-help training and have the street works certificate) can install signs in the highway where the speed limit does not exceed 40mph.

6. **Co-option to Parish Council** – there had been no applications to the one remaining vacancy on the Council.

7. Planning

a. The following planning determination was noted:

Ref	Location	Application
DC/25/03066	Birch Farm, Syleham Road	Installation of 146no roof mounted solar panels – planning permission granted

b. There were no other planning matters.

8. Highways

a. Council approved the costs related to warning signs and road markings for Green Street and Eye Road, and professional services costs related to 20mph speed limits which would be paid for out of CIL funds.

9. Flood Management

a. Highways reporting tool to be used to register blocked drains. Gulleys are cleaned 12-18 months; more frequently where there has been flooding. Council requested the Clerk submit an information request to Suffolk County Council to ascertain the date when each drain was last cleaned and is next scheduled to be cleaned, and request a map showing the location of the drains in Hoxne. Council approved the purchase of 10 flood signs the cost of which will be reimbursed through the Community Self-Help Scheme, and agreed to discuss depth indicator boards at the October meeting.

b. Council finalised the arrangements for the Community Engagement event in St Edmund's Hall on 13 September 2025.

10. Asset Management

a. Hoxne Heritage Group are applying for funds for new Hoxne Heritage Walk Boards.

11. Finance and Governance

a. The current financial position was reported at £21,313.02

b. The following payment was noted:

Amount	Payee	Details	Power
£500.00	Fressingfield Scout Group	Donation towards installation of solar panels	LGA 1972 s137

So signed and approved at the meeting of 2nd October 2025

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ci. It was agreed to make the following payments:

Amount	Payee	Details	Power
£367.00 less PAYE	V O'Hegarty	Clerk's salary August 2025	LGA 1972 s112
£260.00 less PAYE	Mr R Woods	Street Caretaker September 2025	LGA 1972 s111
£73.40	HMRC	PAYE	LGA 1972 s112
£50.48	V O'Hegarty	Clerk's expenses and mileage during handover	LGA 1972 s111
£300.00	Suffolk County Council	Installation of posts for SIDs	LGA 1972 s111
£180.00	Indigo Ross Design & Print Ltd	Printing of flood leaflets	LGA 1972 s111
£412.06	Mid Suffolk District Council	Dog and litter bin emptying – annual charge 2025/26	LGA 1972 s111

cii. Council approved renewal of the Zurich insurance policy at the annual insurance premium of £585.10

d. Council reviewed and adopted Standing Orders 2025

12. Correspondence

The following correspondence was noted:

Received	From	Subject
28.08.2025	Suffolk Climate Change Partnership	Community Thermal Imaging Project Keep the Heat 2025/26 - Expression of Interest Form
27.08.2025	Community Action Suffolk	Introduction to Community Led and Rural Housing (online)
07.08.2025	BMSDC	LGR Update

13. Urgent matters and matters for information – Council agreed that Cllrs Parkin and Herron would review the summary relating to the application to relist The Swan as an asset of community value; Council agreed the purchase of a Council owned mobile phone for use by the Clerk; Council approved the replacement of defibrillator pads.

14. Date of next meeting – was noted as Thursday 2 October 2025 at Hoxne Playingfield Pavilion.

Meeting closed 21.10.