

**HOXNE PARISH COUNCIL**  
**Minutes of Meeting held at Hoxne Playingfield Pavilion on**  
**Thursday 1 August 2024 at 19.30 hours**

**Present:**

Cllrs Caroline Abbott, Angus Herron, Jason Middleton, Richard Kruszewski, Bryn Lerwill, and Chris Parkin.  
 Also in attendance Sarah Foote, Parish Clerk.

**1. Apologies**

Apologies were received and accepted from Cllr Garnham, Lagerberg and Ellis.

**2. Declarations of Interests**

**3. Public Forum**

No one present. The Parish Council were sorry to hear of the death of County Councillor Peter Gould and would send condolences to his family.

4. The minutes of the meeting held on 11 July 2024 were approved and signed by the chairman.

5. Matters arising from minutes of 11 July 2024:

**6. Planning**

a. The following planning applications were considered:

Ref	Location	Application
DC/24/03216	Birch Farm, Syleham Road	Application to determine if prior approval is required for a proposed: Erection, Extension or Alteration of a Building for Agricultural or Forestry use The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 6 - Erection of Straw Barn including lean-to extensions for storage of machinery and straw.

It was agreed to recommend approval of this application.

b. There were no other planning matters.

**7. Highways**

a. Cllr Kruszewski provided an update. The Working Group were at the stage of producing the traffic management report with the data collected to date. Cross Street data was still missing and it was feared without data the necessary evidence for the report was missing. It was agreed to budget up to £450 for speed data recording to be undertaken in this area. This cost would be covered by the Community Infrastructure Levy funding held by the Parish Council. The group would meet again 22 August with a draft document to be submitted to Parish Council in October for approval. Individual councillors would continue to progress elements for the final submission to the County Council for approval.

**8. Storm Babet**

The Suffolk County Council Section 19 investigation meeting had taken place with most areas of the village which had been flooded represented by a resident. The report would be produced by the County Council Officers and provided to the Parish Council in due course.

**9. Asset Management**

a. Low Street Shelter – a quotation had been received and written confirmation of this was awaited.  
 b. Construction of memorial seat on Low Street Green – deferred to next meeting until Cllr Garnham present.

c. Proposed transfer of land at Abbey Terrace to the Parish Council – correspondence from the developer/land owner was noted. It was understood that the wildflower meadow area (on-site public open space land) would no longer be transferred in to the Parish Council's ownership. It was noted there was a Section 106 obligation for the developer to provide an Open Space Management Scheme but no obligations for the transfer of the land to the Parish Council. This had previously been offered on an informal basis. It was agreed to seek reassurances regarding the provision of public open space and the management of the land.

At 20.15 District Councillor Hicks arrived. He provided a report noting some council business had been suspended during the pre-election period. Cllr Hicks advised, as part of the work on the Traffic Management Plan, it was not necessary to collect speed data from a 20mph in a built area such as Cross Street/Heckfield Green.

d. Hoxne Post Office Stores. Asset of Community Value – recent correspondence from Mid Suffolk District Council was noted in relation to the end of the Protected Period for the Asset of Community Value listing for Hoxne Post Office Stores. Further clarification had been sought from Mid Suffolk District Council.

e. Parish Investment Infrastructure Plan – it was agreed that Cllr Middleton would look to revise a draft version which was held on file to ensure that it met with the outcomes of the Community Infrastructure

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Survey the Parish Council had undertaken last year and fitted with the work of the Traffic Management Group.

f. Maintenance and use of Community Orchard – it was noted that this land was transferred to the Parish Council as part of the Tudor Close development. Public enjoyment of the land was an unknown quantity and the Parish Council continued to fund maintenance. It was agreed to hold a Volunteer day in the autumn to prune the fruit trees.

**10. Finance and Governance**

a. The current financial position was reported as £21,142.49.

b. It was agreed to make the following payments:

Amount	Payee	Details	Power
£477.20	S Foote	Clerk salary August 2024	LGA 1972 s112
£322.68	HMRC	PAYE	LGA 1972 s112
£15.75	S Foote	Clerk's expenses August 2024	LGA 1972 s111
£457.94	Mid Suffolk District Council	Annual Bin Emptying charge to 31 March 2025	LGA 1972 s111
£400.00	Hoxne Heritage Group	Grant – as agreed July 2024	LGA 1972 s137
£16.20	Sword and Trowel	Payroll Service	LGA 1972 s111
£27.93	Cllr Paul Ellis	Reimburse of expenses for 2024 Spring Clean	LGA 1972 s111

c. May Fest – an application had been received for Parish Council funding for the event in May 2025. There was agreement that this event was well received but also concern about continued use of public money to fund an event which now in what would be its fourth year should be self-funding. It was agreed to seek more detailed information than what had been provided with the application; how much was paid for the bands to perform, how much was taken over the bar at the event, how much were community groups charged for stalls at the event, what been had the surplus funds generated by the event been used for.

d. Co-option – no election had been called to fill the two vacancies on the Parish Council. Therefore, applications for co-option would be sought.

**11. Correspondence**

The following correspondence was noted:

Received	From	Subject
10.07.24	Suffolk Police and Crime Commissioner	Update July 2024
19.07.24	Mid Suffolk District Council	Town and Parish Council update – July 2024
22.07.24	Parishioner	Green Street – traffic and road markings

**12. Urgent matters and matters for information**

Cllr Lerwill had attended a webinar hosted by Cranswick regarding the factory expansion at Eye Airfield. It was understood that the planning application would formally be submitted in September. Save our Suffolk Countryside to be contacted to consider a group response to the application.

13. Date of next meeting was noted as Thursday 5 September 2024 at Hoxne Playingfield Pavilion.

14. There was no confidential business to be discussed.

Meeting closed 21.07

*Elberkin*

5-9-24