

HOXNE PARISH COUNCIL
Minutes of Meeting held at Hoxne Playingfield Pavilion on
Thursday 6 March 2025 at 19.30 hours

Present:

Cllrs Chris Parkin (Chairman), Caroline Abbott, Paul Ellis, Angus Herron, Richard Kruszewski, Jason Middleton, and Margaret Sills. Also in attendance Sarah Foote, Parish Clerk, one member of the public and County Councillor Lloyd

1. Apologies

Apologies were received and accepted from Cllrs Lagerberg and Lerwill.

2. Declarations of Interests

Cllr Ellis declared a pecuniary interest in planning application DC/25/00741.

3. Public Forum

County Councillor Henry Lloyd provided commentary on his monthly written report and gave an update on his views on the Hoxne Traffic Management Proposal, of which he confirmed he was fully supportive. In response to a question previously raised from the Parish Council, Cllr Lloyd provided information on the Debenham Flood Management and how this was a series of schemes over an eight-year period due to previous known high flood risks using the Water Environmental Improvement Fund, which had been lead by landowners rather than a result of the impact of Storm Babet.

District Councillor Matthew Hicks (arrived at 20.42) reported, that due to significant investments and receiving income which resulted in the district council being in a good financial place there would not be an increase in its council tax. Joint Local Plan had come out with new targets with significant new housing and it was being worked through on how this impacted on the Mid Suffolk district. A Mayor for Norfolk and Suffolk would be elected in 2026. Local Government reorganisation runs along with this, with one council running all services. This reorganisation was being debated with initial ideas to be submitted in March with further engagement in the summer.

4. The minutes of the meeting held on 6 February 2025 were approved and were signed by the chairman.

5. Matters arising from minutes of 6 February 2025 – none.

6. **Vacancy on the Parish Council** – there were currently two vacancies for co-option to the Parish Council after Electoral Services had informed no election had been called following the resignation of Alan Garnham.

7. Planning

a. The following planning application was considered:

Ref	Location	Application
DC/25/00741	Post Office and General Stores, Low Street	Change of use from Post Office and General Stores with residential to fully residential with internal alterations to accommodate change
19.43 Cllr Ellis left the meeting. It was agreed to recommend refusal of the application. The application was contrary to the Hoxne Neighbourhood Development Plan and the application form was misleading stating the property had not flooded. There is recent evidence of the property being flooded in Storm Babet. 19.52 Cllr Ellis returned to the meeting.		
DC/25/00618	Red House Farm, Redhouse Farm Road	Application for Listed Building Consent - Refurbishments and repairs as per the Design and Access/Heritage Statement.
It was unanimously agreed to recommend approval of the application subject to clarification on concerns raised by Historic England.		
DC/25/00915	The Stables, Low Street	Change of use from stables outbuilding to form 1No dwelling including external alterations.
It was unanimously agreed to recommend approval of the application.		

b. There were no planning determinations to note

c. Other planning matters – none.

Signed 

Dated 3.4.2025

HOXNE PARISH COUNCIL

Minutes of Meeting held at Hoxne Playingfield Pavilion on
Thursday 6 March 2025 at 19.30 hours

8. Highways

a. Update on the submission of Hoxne Traffic Management Proposal 2024 to Suffolk County Council for speed limit changes – a meeting would take place on 26 March between councillors and representatives of Suffolk County Council. It was hoped to revisit the inclusion of a 20 mph on Green Street as part of the proposal.

b. The new vehicle activated sign was soon to be ordered. The posts were not yet installed.

c. To consider a schedule for placement of vehicle activated sign and a request to Suffolk County Council regarding location of APNR placement – discussion took place on if the existing VAS approved sites and infrastructure were still in the most appropriate location. The Abbey Hill and Goldbrook sites were not fit for purpose due to risk of volunteer installing the VAS at location. Members were asked to suggest locations which may be suitable. It was agreed to ask Suffolk Police if the ANPR, on the next placement, could be attached to one of the newer posts further into the village and not at the Green Street east location.

9. Village Spring

Arrangements for the Spring Clean on Sunday 23 March were confirmed.

10. Finance and Governance

a. The current financial position was reported as £20,624.65

b. It was agreed to make the following payments:

Amount	Payee	Details	Power
£491.60	S Foote	Clerk salary March 2025	LGA 1972 s112
£312.00	R Williams	Street Caretaker salary January and February 2025	LGA 1972 s111
£544.04	HMRC	PAYE	LGA 1972 s112
£49.04	S Foote	Clerk's expenses March 2025	LGA 1972 s111
£52.00	R Williams	Street Caretaker expenses	LGA 1972 s111

c. The following documents were reviewed and adopted:

i. Standing Orders

ii. Financial Regulations (noting changes to procurement regulations and new model document awaited)

iii. Statement of Internal Control

iv. Risk Register

v. Grant Awarding Policy

d. It was agreed to appoint Trevor Brown as Internal Auditor for year ending 31 March 2025 and the scope of work was approved.

11. Street Caretaker

It was agreed to proceed with advertising the vacancy with a rate of pay of £13.00 per hour and a closing date of 12 April. The Clerk and Cllr Ellis would undertake interviews.

12. Correspondence

The following correspondence was noted. A vote of thanks from the parochial church council was also received following the Parish Council's recent grant.

Received	From	Subject
27.02.2025	Suffolk County Council	APNR Deployment Rota April to June 2025
20.02.2025	Mid Suffolk District Council	Town and Parish newsletter
17.02.2025	Suffolk Association of Local Councils	Government consultation on proposals to create a Mayoral Combined County Authority across Norfolk and Suffolk

13. Urgent matters and matters for information

14. Date of next meeting was noted as Thursday 3 April 2025 at St Edmund's Hall.

Meeting closed 20.45.

Signed 

Dated 3.4.2025