

# HOXNE PARISH COUNCIL

Minutes of meeting held at Hoxne Playingfield Pavilion on  
Thursday 5 June 2025 at 19.30 hours

## Present:

Cllrs Caroline Abbott, Paul Ellis, Angus Herron, Jason Middleton, Marie Lagerberg, Chris Parkin (Chair) and Margaret Sillis. Also in attendance Sarah Foote, Parish Clerk, County Councillor Henry Lloyd, and two members of the public.

## 1. Apologies

Apologies were received and accepted from Cllrs Kruszewski, Lerwill and Warner. District Councillor Hicks had provided his apologies.

## 2. Declarations of Interests

None.

## 3. Public Forum

County Council Henry Lloyd provided commentary to a report which had been circulated to councillors. Cllr Lloyd reported that the recent installation of telecom poles in various villages in the locality and the process that had resulted in these poles being installed which involved a site notice and a permit being issued by the planning authority (Mid Suffolk District Council) for companies who had rights under utilities legislation. It was currently understood that all permits for further installations had now been withdrawn by the County Council (as usual landowner for these installations which were on the highway).

A member of the public thanked the parish Council for the purchase, installation and operation of the additional vehicle activated sign on Green Street.

4. The minutes of the meeting held on 8 May 2025 were approved and signed by the chairman.

5. Matters arising from minutes of 8 May 2025 – not relating to the minutes, Cllr Sillis pointed out that the dog waste bin outside Nelson's garage had not been emptied this week. This would be followed up by the Clerk.

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/25/00032	Park House, Eye Road	Erection of extension to house and erection of cart lodge with room in roof over – planning permission granted.

b. There were no other planning matters.

## 8. Highways

a. Hoxne Traffic Management proposal – there had been no update from the county council highways officers since the last meeting. Cllr Lloyd had however had brief correspondence with the highways engineering and would chase.

## 9. Flood Management

a. Correspondence from Suffolk County Council had been circulated to councillors The Flood Working Group had considered this response and the following was noted and agreed;

i. Community Help Scheme was already being activated in the village with two councillors having completed the relevant training and been provided with equipment.

ii. The Working Group had already confirmed 13 sites where signs could be used and depth markers were also suggested as a warning of deep flooding that should not be driven through. County Councillor Lloyd was asked for funding and advice on where the Parish Council could purchase these signs from.

iii. The Working Group would further consider a plan for how these signs would be stored and deployed.

iv. Feedback would be sought from parishioners on what they might need to be 'flood prepared' and how the Parish Council may be able to assist during and after a flood.

b. Community Engagement event on Saturday 13 September – the working group would further consider the format the day and information would be published in the August edition of the Village Voice.

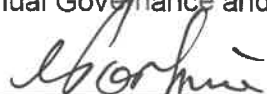
## 10. Finance and Governance

a. The Internal Audit Report for year ending 31 March 2025 was noted.

b. The Accounts for the year ending 31 March 2025 were approved.

c. Section One (Annual Governance Statement) and Section Two (Accounting Statement) and of the Local Councils' Annual Governance and Accountability Return for year ending 31 March 2025 were completed,

Signed :



Chairman.

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accepted and sign by the Chairman and Clerk.

d. The current financial position was reported at £24,041.22.

e. It was agreed to make the following payments:

Amount	Payee	Details	Power
£491.60	S Foote	Clerk salary June 2025	LGA 1972 s112
£387.73	HMRC	PAYE	LGA 1972 s112
£36.73	S Foote	Clerk's expenses May 2025	LGA 1972 s111
£409.50	Mr R Woods	Street Caretaker Salary May and June 2025	LGA 1972 s111
£212.72	Start Traffic	VAS Batteries	LGA 1972 s111
£25.00	Village Voice	Advertisement	LGA 1972 s111

f. Annual Parish Meeting – review of format for this statutory meeting. A discussion took place and details of how other parishes conducted their meetings were noted. It was agreed to review again before the date was set for the 2026 meeting.

### 11. Correspondence

The following correspondence was noted:

Received	From	Subject
28.05.2025	Suffolk Association of Local Councils	Local Nature Recovery consultation
28.05.2025	Mid Suffolk District Council	District wide Community Governance Review
28.05.2025	Mid Suffolk District Council	Proposed Revised Community Infrastructure Levy (CIL) Charging Schedules
23.05.2025	Mid Suffolk District Council	Town and Parish Liaison Meeting on Monday 9 <sup>th</sup> June from 2:00pm – 4:00pm at Stowmarket
23.05.2025	Suffolk Association of Local Councils	May Update – Nationally Significant Infrastructure Projects
21.05.2025	Transport East	Travel Behaviour Survey Report
16.05.2025	Mid Suffolk District Council	Local Government Reorganisation - survey
12.05.2025	Suffolk County Council	Local Government Reorganisation – Residents' summary
12.05.2025	Mid Suffolk District Council	Local Listed Building Consultation Notification Works to windows in listed buildings

### 12. Urgent matters and matters for information

Meeting on Wednesday 11 June on Local Government Reorganisation at Eye would be attended by Cllrs Parkin and Abbott.


### 13. Recruitment of Parish Clerk/RFO

Pursuant to the Public Bodies Admission to Meetings Act (1960) the meeting was closed to the public to consider confidential matters relating to the above recruitment. It was agreed interviews would take place on Wednesday 25 June at the Pavilion and these would be conducted by Cllrs Parkin and Lagerberg and the current Parish Clerk/RFO.

14. Date of next meeting – was noted as Thursday 3 July 2025 at Hoxne Playingfield Pavilion

Meeting closed 20.47

Signed :



Chairman.