

# HOXNE PARISH COUNCIL

Councillors are summoned to attend a meeting of Hoxne Parish Council on THURSDAY 8 MARCH 2018 at Hoxne Playingfield Pavilion at 19.30. Public and Press are welcome to attend.

## AGENDA

### 1. Apologies

### 2. Order of Business

Councillors and members of the public to be reminded that in the interests of openness and transparency, the law permits persons to film, record, photograph or use social media in order to report the proceedings of a meeting.

**3. To receive declarations of pecuniary and non-pecuniary interests** and consider requests for dispensations. Councillors to be reminded of the requirement for them to individually update their Registers of Interests as appropriate

### 4. PUBLIC FORUM

#### a. To receive reports from

- Suffolk County Councillor, Cllr G McGregor
- Mid Suffolk District Councillor, Cllr E Gibson-Harries

#### b. An opportunity for the public to make comments

**5. To consider confirming the minutes of the meeting held on 1 February 2018 and Planning Committee on 8 February 2018.**

**6. Matters arising from minutes for 1 February 2018 and Planning Committee on 8 February 2018.**

### 7. Co-option to the Parish Council

To consider any applications for co-option to the two vacancies on the Parish Council.

**8. To note resignation of Richard Whiting from the Parish Council.**

**9. To appoint a Councillor to lead on Planning.**

**10. To appoint a Co-ordinator for the Vehicle Activated Sign scheme.**

**11. Street Caretaker** to note vacancy from 31 March and consider interim arrangements and recruitment process.

### 12. Planning

a. To consider the following planning applications:

Ref	Location	Application
DC/17/06066	Land to The Rear of Riverwalk, Green Street,	Erection of 3no. dwellings and creation of a vehicular access and parking area to 1 and 2 Elm House Cottages, Green Street. Reason(s) for re-consultation: Drawings H03179 15 001 Site Access Strategy, 17 1483 01A Site Plan, 17 1483 02B Block Plan and Location Plan, 17 1483 B Location Plan, these plans provide additional highways details, and move the vehicular access to the west
DC/17/05678	The Old Wheelwrights, Cross Street	Listed Building Consent - Remove existing rear patio doors and window, enlarge opening to 3.5m and replace with multi-fold doors.
	Post Office Stores, Low Street	To consider any planning matters relating to change of use.
DC/18/00679	Downbridge Farm, Abbey Hill	Erection of single storey, three bay cartlodge to include parking for two cars and storage.

b. To note any planning determinations.

c. To note any correspondence from Mid Suffolk District Council Planning Enforcement regarding the possible unlawful determination of application 1234/17, Daganya Farm Workshops, Nuttery Vale.

d. To receive a report of parishioners' action in relation to the determination of the application for four new dwellings at Abbey Terrace.

e. Any other planning matters.

### 13. Procedural

a. To review the Asset Register.

b. To review Standing Orders

c. To review Financial Regulations

d. To review the Statement of Internal Control.

e. To review the Council's Risk Register (Assessments).

f. To appoint an internal auditor for the year ending 31 March 2018.

### 14. Correspondence

To note the following correspondence previously circulated for information:

Received	From	Subject
23.02.18	Parishioner	Comments in relation to Footpath No 7 and No 8
23.02.18	Suffolk Tree Wardens	Annual General Meeting at Denham on 14 April

### 15. Financial matters

a. To note the Council's current financial statement.

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b. To consider making payments as detailed:

Amount	Payee	Details
£386.68	Mrs S Foote	Clerk's salary March 2018
£182.20	Mr J Lambert	Street Caretaker salary March 2018
£10.60.	HMRC	PAYE
£35.00	Information Commissioners Office	Data Processor Annual Registration
£36.00	Campaign for Rural England	Annual Subscription
£626.17 incl VAT	Suffolk County Council	Streetlighting energy and maintenance for year ending 31 March 2018
£75.39	Mrs S Foote	Clerks expenses including purchase of 12 litter pick sticks (as agreed min ref 1977/11).

**15. Reports:** To receive reports from –

- Brakey Wood and Footpaths
- Hoxne Playingfield
- Suffolk Association of Local Councils
- St Edmund's Hall
- Village Sign Working Group

**16. Matters of report by individual Councillors**

**17. Urgent matters and matters for information**

Signed: Sarah Foote Parish Clerk

Dated: 3 March 2018