

HOXNE PARISH COUNCIL

Minutes of Parish Council meeting held on
Thursday 1 November 2018 at St Edmund's Hall at 19.30 hours

Present

Cllrs Edward O'Connor (Chairman), John Brawn, Alan Garnham, Iain Gibson, Michael Knights, Kevin Potter, Mick Procter, and Simon Wilby. Also in attendance District Councillor Elizabeth Gibson-Harries (left at 20.05), and one member of the public.

1. Apologies

Apologies were received from Cllrs Entwistle and Rich and accepted by the Council.

2. Order of Business

Councillors were reminded of the requirement to update their Registers of Interests as appropriate. All those present were reminded of the Openness of Local Government Bodies Act 2014 and that the meeting may be filmed or recorded by any member of the public

3. Declarations of Interests

Cllr Knights declared a non-pecuniary in the item relating to the hire charges of St Edmund's Hall.

4. Public Forum

Mid Suffolk District Council – Cllr Gibson-Harries reported that the litter bin emptying charges would increase and that CIL money was available for infrastructure projects. Mid Suffolk, as a district, would need to build more houses and parishes were being asked to consider where housing could be built. A grant was now available for renovation of shop fronts and the village store would be made aware of this.

5. Confirmation of Minutes

The Minutes of Parish Council meeting held on 4 October 2018 were agreed.

6. Matters arising from Minutes 4 October 2018

None.

7. Vacancy on the Parish Council

No expressions of interest had been received.

8. Planning

a. The following planning applications were considered:

Ref	Location	Application
DC/18/04484	Up Top, Low Street	Erection of a single storey rear extension and addition of patio area
It was unanimously agreed to recommend approval of this application.		
DC/18/04644	65 Goldbrook	Conversion of garage to an annexe. Erection of a new single garage
It was unanimously agreed to recommend approval of this application.		

b. There were no planning determinations to note.

c. There were no other planning matters.

9. Village Sign

a. Design – the revised design with the addition of the Kerrison token and silver Tigress from the Hoxne Hoard was considered. It was agreed that the 'x' in Hoxne was too close to other letters and the 'e' needed greater clarity with an additional serif. It was agreed to proceed with the design as presented, nine votes in favour and one against.

b. Cost - it was noted that the final cost for the production including English Oak post and delivery of the sign remained at £4775.00.

c. Manufacture Time – it was anticipated completion of the sign would take ten months but this would be checked again when the order was placed.

d. Goldbrook location sign – it was agreed that to mark the 1150th anniversary of the death of St Edmund consideration would be given to replacing this sign. The funding for this would be progressed.

10. Street Cleaning

It was noted that a trial period had taken place and the candidate had agreed to continue with the role. A discussion took place around the purchase of additional equipment, in particular to assist with leaf clearance. It was agreed to pursue the purchase of a petrol Stihl leaf vacuum with Cllr Garnham offering a trial of a similar piece of machinery.

11. Highways

a. Possible VAS location in Low Street was considered. It was agreed that the suggested location was not appropriate.

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E. O'Connor

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b. A discussion then took place around narrowing the bridge over the Dove (next to the Swan PH) and if this could be funded via CIL money.

12. Housing Needs

a. The schedule of costs received from Community Action Suffolk to carry out a Housing Needs survey for the parish was noted.

b. The list of rural exception sites developed by Hastoe Housing was considered and it was agreed to ask to visit either the site in Bressingham or Gisligham.

c. A Working Group to develop the Housing Needs Survey was formed with Cllrs Procner, Brawn, Gibson and O'Connor being members. The Terms of Reference for the Group were noted.

13. Correspondence

The following items of correspondence, previously circulated for information, were noted:

Received	From	Subject
08.10.18	Mid Suffolk District Council	Election costs May 2019
11.10.18	Police and Crime Commissioner	October 2018 Update
23.10.18	Mid Suffolk District Council	Publication of Independent Examiners Report on Reg 16 Submission version of the Stradbroke Neighbourhood Plan
23.10.18	St Edmund's Hall Management committee	Hall Hire charges
It was agreed that Cllrs Knights and O'Connor would meet with members of the Management Committee to discuss this matter further.		
24.10.18	Mid Suffolk District Council	Homes Strategy 2019- 2024 and the Homelessness Reduction Strategy 2019 - 2024 consultations (Friday 26 th October – midday Friday 7 December)
24.10.18	Mid Suffolk District Council	Letter to confirm S106 offer to St Edmunds Hall – for information only
25.10.18	Suffolk Association of Local Councils	Community Organising – new training course 24 November

12. Financial matters.

a. The financial statement was reported as a balance of £26,600 in the current account which included receipt of the second instalment of Precept and £5,669.73 in the deposit account.

b. It was agreed to make the following payments:

Amount	Payee	Details	Chq No	Power
£510.16	S Foote	Clerk's salary November 2018	101414	LGA 1972 S112 (ii)
£384.00	R Williams	Street Caretaker salary Sept/Oct/Nov	101415	LGA 1972 S111(i)
£126.20	HMRC	PAYE	101416	LGA 1972 S111 (i)
£15.75	S Foote	Clerk's expenses October 2018	101417	LGA 1972 S111 (i)
£100.00	Royal British Legion	Poppy Wreath	101418	LGA 1972 S137
£9.00	McGregor Associates	Payroll service for months 5 and 6	101419	LGA 1972 S111 (i)

13. Reports

Brakey Wood and Footpaths – no report.

Hoxne Playingfield – Cllr Potter gave a report of a meeting he had attended. Christmas trees would be sold as a fundraising initiative. A new internal fire door was needed and the Clerk would enquire about funding via Section 106 or CIL and report back to Cllr Potter. Cllr Gibson suggested, whilst discussing funding, that community funding be looked at to support initiatives for the youth.

St Edmund's Hall – Cllr Knights reported that the Section 106 claim had been received for the new lighting. Roof repairs/maintenance were being considered.

Vehicle Activated Sign – currently located on Green Street. The Clerk would obtain a quotation for new batteries.

14. Matters of report by individual Councillors

Cllrs were concerned about standing water at various locations in the parish. It was agreed to ask Suffolk Highways to clear drains and gutters. The Clerk expressed concern that they had yet to respond to the road sweeper request for the loose chippings in the parish.

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15. Urgent matters and matters for information. None.

Date of next meeting: Thursday 6 December 2018 at St Edmund's Hall.

Pursuant to the Public Bodies Admission to Meetings Act 1960 the meeting was closed to the public to discuss matters relating to salary levels for the Street Caretaker role.

The meeting was closed at 21.00.

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