

# HOXNE PARISH COUNCIL

Minutes of the Parish Council meeting held on  
Thursday 7 April 2016 at St Edmund's Hall at 19.30 hours

## Present

Cllrs Edward O'Connor, Clive Baxter, Michael Knights, Hannah Mayhew, Mick Procner, Steve Rich, Rod Searle and Richard Whiting. Also in attendance District Councillor Elizabeth Gibson-Harries (left 20.10), and two members of the public.

### 1. Apologies

Apologies were received from Cllr Brawn and accepted by the Council. Cllr McGregor had sent his apologies to the Parish.

### 2. Order of Business

Councillors were content with the order of business.

Cllr Searle felt that Item 10 was not a matter for the Parish Council to consider, the matter concerned the preservation of the St Edmund's Hall and that was entirely a matter for the Hall Management Committee. The Chairman confirmed The Parish Council were Custodians of St Edmund's Hall and would only act when the Management Committee were unable to do so.

### 3. Declarations of Interests

None.

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

### 4. Public Forum

Mid Suffolk District Council – Cllr Gibson-Harries reported MSDC were concerned that the type of housing being built in rural areas was not necessarily the type of housing that was needed. There were changes in planning regulations with regard to agricultural residency ties coming into force and Cllr GH was mindful there were still people who work in horticulture and agriculture, or who had a connection to the land, and that these cottages should be retained for these people. Cllr G-H was keen to work on individual cases.

Cllr Searle commented, in relation to the first council houses MSDC had built in 30 years which were to be constructed in Laxfield, that MSDC should be boasting about these new homes as no other developer would provide genuine affordable housing.

John Langley, as Chairman of the Village Hall committee, confirmed that the Committee would contact the parishioner concerned in Agenda Item 10.

A parishioner raised the matter of Potholes in Nuttery Vale and it was agreed this would be reported to Suffolk Highways again.

### 5. Confirmation of Minutes

The Minutes of the Parish Council meeting held on 3 March 2016 were agreed (one typographical change) by Councillors. The minutes were duly signed by the Chairman.

### 6. Matters arising from Minutes of 3 March 2016

1916/8 – Events on Low Street Green. Following this agenda item at the last meeting, it had been brought to the Parish Council's attention that Temporary Event Notices may be required for events which included alcohol and performance. It was agreed to Agenda for May meeting for formal consideration of if and when Temporary Event Notices were required for events being held on Low Street Green. District Councillor G-H commented that failure to acquire a TEN for an event could lead to imprisonment for the landowner. It was agreed to ask the Music Festival to confirm a TEN had been applied for and for the Parish Council to receive a copy for their records. *Action: Agenda next meeting and Clerk to contact Music Festival.*

1916/8 - The Music Festival had thanked the Parish Council for the donation and had confirmed that the Parish Council's financial support would be publicised.

1917/9E - Waveney Trees had confirmed that they would provide a written report in relation to the trees on Low Street Green.

### 7. Planning

a. The following planning determinations were noted:

Ref	Location	Decision
0157/16	The Swan Public House, Low Street	Planning Permission had been GRANTED
0156/16	The Swan Public House, Low Street	Listed Building Consent had been GRANTED.
4370	Chestnut Tree Farm, Denham Road	Planning Permission had been GRANTED with various conditions relating to archaeological survey, tree protection,

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Edward O'Connor (Chairman).....

... Date: ..... 5/5/16 .....

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occupation not until code level 6 for sustainable homes.

**b. Other planning matters:**

LAIS 1388 Planning Changes as listed in correspondence below refers. Councillors had all been provided with a copy of the consultation. Cllr Searle commented that Consultation set out changing the planning laws in what he considered a detrimental way. For example; giving more power to developers, less democratic consultation, removal of detailed planning permission with in principal planning permission having greater weight and the option of private companies determining planning applications. It was agreed that Cllr Searle would respond to the consultation on behalf of the Parish Council.

**8. Co-option to the Parish Council**

Two Applications had been received for the two vacancies on the Parish Council  
Vacancy One – it was unanimously agreed to co-opt Iain Gibson to this vacancy.  
Vacancy Two – it was unanimously agreed to co-opt Kevin Potter to this vacancy.

**9. Steps to St Edmund's Monument**

Consideration of repairs to the steps was deferred to next meeting. All Councillors were advised to take a look at the steps. *Agenda: May meeting.*

**10. Stone Orbs, St Edmund's Hall**

As agreed in agenda item 2, this matter would not be discussed by the Parish Council and it was agreed that the parishioner should be informed to contact the St Edmund's Hall Management Committee who would be responsible for progressing this matter.

**11. Procedural**

Internal Audit for year ending 31 March 2016 - It was agreed to appoint Heelis and Lodge for the internal audit for the year ending 31 March 2016 and their scope of work was approved.

**12. Reports from the Chairman and Clerk**

The Chairman reported:

Green Street – The Engineers had agreed a build out closer to the village on the western carriageway and close to Church Close would be the preferred site. Consideration of this would be at a future meeting when more details had been provided by the County Council Highways Engineers.

Clean Up Sunday – 21 sacks of litter, four tyres and some inner tubes had been collected and the Chairman thanked all those who had taken part and the for hall committee for the use of the facilities.

The Clerk reported:

Annual Parish Meeting survey draft was presented to Councillors for comment.

**13. Correspondence**

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

Received	From	Subject
29.03.16	Suffolk Association of Local Councils	LAIS 1389 Broadband
29.03.16	Suffolk Constabulary/Suffolk Police and Crime Commissioner	Parish Council Letter March 2016
21.03.16	Suffolk Association of Local Councils	LAIS 1388 Planning Changes
18.03.16	Mid Suffolk District Council	Town and Parish Newsletter March 2016
11.03.16	Suffolk Association of Local Councils	Smaller Authorities Audit – Third Communication
10.03.16	Suffolk Association of Local Councils	Section 137 expenditure limit
02.03.16	Suffolk Association of Local Councils	Annual Training Programme

**11. Financial matters**

**a. Financial Statement.** The Clerk reported the bank balances as; Current Account £9,954 and the Business Account as £5,658.

**b. Payments:** It was agreed to make the following payments.

Amount	Payee	Details	Chq No	Power
£381.92	Mrs S Foote	Clerk's salary April 2016	101255	LGA 1972 S112 (ii)
£178.12	Mr J Lambert	Street Caretaker salary April 2016	101256	LGA 1972 S111 (i)
£501.80 inc VAT	Mid Suffolk District Council	Garage Rental	101257	LGA 1972 S111 (i)
£62.03	Mrs S Foote	Clerk's expenses March and April 2016	101258	LGA 1972 S111 (i)
£7.88 inc VAT	Mrs J Lambert	Street Caretaker expenses March 2016	101259	LGA 1972 S111 (i)

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### 15. Consultations

None.

### 16. Reports

Brakey Wood and Footpaths – no report.

Hoxne Playingfield – no report.

St Edmund's Hall – Cllr Baxter reported that preliminary results show a deficit for last year of around £12,000, slightly better than budgeted. The main reason was high spend on repairs and maintenance. Reserves remain above £40,000 with a forecast for a much smaller deficit for the current year, as new exercise classes and other events will replace Pre-School receipts and repairs and maintenance costs would continue to be high but lower than last year.

Vehicle Activated Sign – Cllr Whiting reported on data from last two weeks when the VAS wasn't indicating speeds and the effect was a definite two or three mile per hour drop in speed. All data would be published on the website. The Clerk thanked the parishioner who had volunteered to be involved with locating the VAS and confirmed that they had been provided with a copy of the Risk Assessment.

### 17. Matters of report by individual Councillors

Cllr Knights asked for an update on Rogation Sunday walk and it was confirmed, with thanks to Mr Philip Flagg and Cllr and Mrs Searle, that arrangements were in hand.

### 18. Urgent matters and matters for information. None.

Date of next meeting: Thursday 5 May 2016 at the Playingfield Pavilion.

### 19. Pursuant to the Public Bodies (Admission to Meetings) Act 1960 the meeting was closed to the public and press to discuss matters relating to Parish Council employees' salaries.

It was agreed the Clerk would receive a retrospective payment for work done to comply with the Transparency Code as introduced in April 2015. It was agreed at the last meeting the Clerk would be paid an additional hour from 1 April 2016 to maintain the website and be Transparency Code compliant.

The meeting was closed at 20.57.