

**HOXNE PARISH COUNCIL**  
**Minutes of Parish Council meeting held on**  
**Thursday 7 December 2017 at St Edmund's Hall, Hoxne at 19.30 hours**

**Present**

Cllrs Edward O'Connor (Chairman), John Brawn, Iain Gibson, Michael Knights, Mick Procner, Steve Rich, Rod Searle and Richard Whiting. Also in attendance the Clerk, District Councillor Gibson-Harries, and County Councillor McGregor (arrived 19.55 left 20.29). There were no members of the public present.

**1. Apologies**

Apologies were received from Cllr Potter 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 interest, as a Trustee of St Edmund's Hall, in agenda item 9.

**4. Public Forum**

Mid Suffolk District Council – Cllr Gibson-Harries reported applications for Locality Funding should be submitted as soon as possible and by February. The Green Street planning application was not yet scheduled for Planning Committee but a date would be confirmed in the new year. The Planning Committees now meet at Endeavour House in Ipswich. Babergh and Mid Suffolk merger may happen in 2018 and the legalities were being explored.

**5. Confirmation of Minutes**

The Minutes of Parish Council meeting held on 2 November 2017

**6. Matters arising from Minutes of 2 November 2017**

None.

**7. Co-option to the Parish Council** – no applications had been received for the two vacancies on the Parish Council.

**8. Planning**

a. The following planning determinations were noted:

Ref	Location	Details
1682/15	Downbridge Farm Barn	Non-material amendment – Refused
DC/17/04308	The Walnuts, Cross Street	Tree Works – consent had been Granted
DC/17/04905	The Lodge, Denham Road	Planning Permission Granted
DC/17/04395	The Cottage, Cross Street	Planning Permission Refused

b. The second stage response from Mid Suffolk District Council to the Parish Council's complaint on the determination of the application for four new dwellings at Abbey Terrace was noted. Concern was expressed as to the impartiality of how the second stage investigation was conducted. It was understood that a group of individuals would be progressing a complaint to the Local Government Ombudsman which the Parish Council was not able to do. *Action: Agenda next meeting to receive progress report.*

c. The possible unlawful determination of application 1234/17, Daganya Farm Workshops had been referred to Planning Enforcement and to date no response had been received.

d. There were no other planning matters.

20.12 Suffolk County Council – Cllr McGregor reported the LGA and Local Government Workers settlement has been agreed at 2%. Home to school transport consultation was ongoing and County Councillor McGregor remained concerned with the post 16 transport provision now that education was compulsory for this age group. The mobile library service was currently running with three vehicles which would need to be replaced within the next year. Repairs for Church Hill had been rejected under the usual route for surface repairs and Cllr McGregor would explore alternative revenue options to try to progress the works. Cllr McGregor was in receipt of comments about the Green Street traffic calming, mainly relating to signage. At this point the Clerk mentioned that the signage had been rotated in the wrong direction at the build out today. This had been rectified but would be reported to the police via 101. The Chairman asked Cllr McGregor for progress on posts on Low Street near to the cottages as you leave the village going towards Oakley, signage at the bend on the corner of Oakley Road and the surface of Green Street. Cllr Whiting confirmed he had received no further correspondence since he made a report in October in relation to the Oakley Road. Cllr McGregor would investigate this.

**9. St Edmund's Hall, Section 106 Request**

It was agreed to support a funding request for hand driers and LED lights to the value of approximately £4,000. *Action: Clerk to write letter.*

**10. Mid Suffolk District Council Locality Funding Application**

It was agreed to submit an application to fund a replacement noticeboard for Heckfield Green and the St Edmund's Hall car park. *Action: Clerk to complete funding forms.*

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

No reports.

**12. Correspondence**

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

Received	From	Subject
20.11.17	Suffolk Association of Local Councils	General Data Protection Regulations
The Clerk provided a report which detailed the obligations on all local authorities, including Parish Councils to appoint a Data Protection Officer. It was agreed that no action would be taken at the moment other than ensuring a provision was made within the budget.		
24.11.17	Waveney Lower Yare and Lothingland Internal Drainage Board	Maintenance to Watercourse in Goldbrook/Chickering (part)

**13. Financial matters.**

- a. The Clerk reported bank balances as current account £20,782 and business account as £5,663.  
 b. Consideration was given to the 2018/19 budget. It was agreed (five votes in favour, two against, one abstention) to accept the budget and that the precept be increased by 2% to £15,386. The precept request would be ratified and signed at the next meeting.  
 c. It was agreed to make the following payments:

Amount	Payee	Details	Chq No	Power
£386.48	Mrs S Foote	Clerk's salary December 2017	101364	LGA 1972 S112 (ii)
£182.00	Mr J Lambert	Street Caretaker salary December 2017	101365	LGA 1972 S111 (i)
£11.00	HMRC	PAYE	101366	LGA 1972 S111 (i)
£60.92	Mrs S Foote	Clerk's expenses – October, November and December – office costs, postage and leaflet dispenser	101368	LGA 1972 S111
£9.25	Mr M Dudley	Reimbursement of materials used to instal defibrillator case	101367	LGA 1972 S111 (i)

d. The purchase of a replacement lap top, as previously approved, at cost of £449 including VAT was noted. It was agreed the Clerk should look to purchase Microsoft Office with encryption software as the software package provided with the lap top was not adequate.

**14. Reports**

Brakey Wood and Footpaths – Cllr Prochner reported the South Green footpath had been part cleared.

Hoxne Playingfield – no report available.

Suffolk Association of Local Councils – GDPR had been discussed at the Area Meeting. Several parishes were encompassing on Neighbourhood Plans.

St Edmund's Hall – no report.

Vehicle Activated Sign – Cllr Whiting provided data for Goldbrook from November and the easterly location on Green Street. The VAS would soon be located by the traffic calming build out to monitor the effect of the scheme.

Village Sign Working Group – artwork was being circulated for comments.

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

Cllr Prochner asked about locating the new litter bin on the grass triangle at the top of Watermill Lane.

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

None. The Chairman wished all the compliments of the season.

Date of next meeting: Wednesday 10 January 2018 at Edmund's Hall, Hoxne.

**The meeting was closed at 21.42**