

HOXNE PARISH COUNCIL

Minutes of the Parish Council meeting held on
Thursday 1 October 2015 at Hoxne Playingfield Pavilion at 19.30 hours

Present

Cllrs Edward O'Connor, Clive Baxter, John Brawn, Phillip Bush, Michael Knights, Hannah Mayhew, Ellen Pitt, Mick Procter, Steve Rich, Rod Searle and Richard Whiting. Also in attendance District Councillor Gibson-Harries (left 19.52), and five members of the public.

A presentation was received from East Anglia Food Link (EAFL) Farm Project. EAFL would like to secure the Parish Council's support, in the form of written confirmation, for the project. *Action: Clerk.*

1. Apologies

None.

2. Order of Business

Councillors were content with the order of business.

3. There were no declarations of pecuniary and non-pecuniary interests. 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.

19.44 Meeting closed

Mid Suffolk District Council - Cllr Gibson-Harries provided details of the MSDC Community Achievement Awards for 2016 and provided an update on Suffolk's possible bid for Devolution. Cllr Gibson Harries offered the services of MSDC Officers in updating the Hoxne Parish Plan. Finally, Cllr Gibson-Harries provided details of 'one off funding' for community projects up to £250.

Suffolk Police - no report available.

There were no comments from the members of the public present.

19.55 Meeting reconvened

4. Confirmation of Minutes

The Minutes of the Parish Council meeting held on 3 September 2015 were agreed by Councillors. The minutes were duly signed by the Chairman.

5. Matters arising from Minutes of 3 September 2015

1901/14 - St Edmund's Hall Representative to be on the agenda for the next meeting. *Action: Agenda next meeting.*

6. Planning

a. The following planning applications were considered:

Ref	Location	Application
3088/15	Horham Business Park, Horham Road	Provision of external storage area in association with supply, maintenance and refurbishment of wind turbines

It was unanimously agreed to recommend REFUSAL for this application on grounds that it would promote increased heavy traffic movement on unsuitable roads which serve this rural site.

b. The following planning determinations were noted:

Ref	Location	Decision
2545/15	Birch Farm, Syleham Road - erection of agricultural storage building.	Planning Permission GRANTED
2881/15	65 Goldbrook - single storey extension	Planning Permission GRANTED

c. Other Planning matters - none.

7. Vehicle Activated Sign

It was agreed to purchase of TDC1501 Tempodis Tempoview PC Software at a cost of £134.50 plus VAT and postage which would enable more useful interpretation of the data from the VAS.

8. Church Hill Car Park - Encroachment on the Highway

The Parish Council had been asked to form a recommendation on the removal of the unauthorised build out into the car park (an obstruction on the highway) built by an owner of one of the properties adjacent to the car park. It was agreed (ten votes for and one abstention) to support the County Council's stance and ask the build out to be removed as it was deemed to take away car parking spaces. *Action: Clerk to correspond with parishioner and Suffolk Highways.*

9. Mid Suffolk Village of the Year

a. The location for the placement of the '2015 winner' plaque - it was agreed to place the sign on the Heckfield Green. *Action: Clerk to contact Mid Suffolk District Council.*

b. To consider how the £300 prize money would be spent. Only one suggestion had been received in response to the parishioner consultation. After a detailed discussion, it was agreed that the money would be

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spent on a Village Sign. It was agreed that this would involve much discussion and consultation, particularly on location and design. Initially, it was agreed to ask the History Group for their ideas on what a potential sign could depict and District Councillor Gibson-Harries if there would be any funding available for such a project.
Action: Clerk to write to History Group, Cllr Gibson-Harries, parishioner who responded to consultation and enquire with MSDC about any planning consents.

10. Smaller Authorities Transparency Fund

Details of the Transparency Fund (National Association of Local Councils) implemented to mitigate against costs incurred by Parish Councils when complying with the Transparency Code were discussed. It was agreed to apply to the fund to cover the Clerk's additional hours for setting up and maintaining the website.
Action: Clerk.

11. Low Street Green

To consider costs relating to the repair (hole filling, levelling and re-seeding) to areas of Low Street Green This item was deferred to the next meeting pending receipt of proposed expenditure. *Action: Agenda future meeting.*

12. Donation Request

Cllrs Searle, Pitt, Brawn, O'Connor, Knights declared a non-pecuniary interest in this agenda item. A donation request from the Friends of St Peter and St Paul Church, towards the upkeep of the Churchyard, was considered and debated in detail. Councillors were concerned that the request did not detail the total amount spent in a year on the Churchyard maintenance and requested this information before a decision could be made on the request. *Action: Clerk to contact the Secretary of the Friends to request more detailed information.*

13. Reports from the Chairman and Clerk

The Chairman reported:

Green Street – a modified temporary build out had been constructed and placed on Green Street for one day. Data would shortly be available from the recorder placed in-situ whilst the build out was in place. A discussion with Highways Engineers had also lead to the potential of widening the corner on Vicarage Side of Green Street to allow extra space for passing. The estimated project cost could up to £100k. The Parish Council would want to see a proper engineered proposal. Councillors were concerned that the exit from the Church would be more dangerous if traffic could travel faster around the corner if the road was wider. As an alternative to prevent traffic, and in particular lorries, mounting the pavement it was suggested that the concept of high kerbs were pursued.

The Swan Public House – Enterprise Inns had informed the Chairman that potential new tenants had attended an Enterprise Inns course in inn management.

14. Correspondence

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

Received	From	Subject
24.09.15	Mid Suffolk District Council	Request for Short Stay Stopping Sites for the Gypsy and Traveller Community
23.09.15	Suffolk Constabulary	Letter to Local Councils – attendance at meetings, staffing levels etc.

It was agreed to respond to this letter and express disappointment. The Parish Council had very much appreciated the regular attendance of a member of Suffolk Police at Parish Council meetings which had been very helpful in keeping us abreast in what is happening and giving the opportunity to raise matters and the Parish Council regret that the service was being withdrawn on grounds of cost. The Parish Council also understood that the Police and Crime Commissioner was supportive of engagement of Parish Councils. *Action: Clerk to respond.*

15. Financial matters

a. Payments: It was agreed to make the following payments. The Clerk reported the bank balances as; Current Account £14,827 which included the second instalment of Precept, and the Business Account as £5,658.

Amount	Payee	Details	Chq No	Power
£365.74	Mrs S Foote	Clerk's salary October 2015	101224	LGA 1972 S112 (ii)
£147.03	Mr J Lambert	Street Caretaker salary October 2015	101225	LGA 1972 S111 (i)
£72.52	Mrs S Foote	Clerk's expenses August and September – telephone and office, postage, ink and paper and lap top repair.	101226	LGA 1972 S111 (i)

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£11.99	Mr J Lambert	Street Caretaker expenses - broom	101227	LGA 1972 S111 (i)
£36.00 inc VAT	Suffolk Association of Local Councils	Planning Essentials Training – 25 August 2015	101228	LGA 1972 S111 (i)
£375.53	Community Action Suffolk	Insurance Renewal – year three of five year undertaking	101229	LGA 1972 S111/ S114/S140(1)

16. Consultations

There were no consultations to consider.

17. Reports

Brakey Wood and Footpaths – nothing to report.

Hoxne Playingfield – Cllr Bush reported that members of the Playingfield Committee would be coming along to the November Parish Meeting with a proposal for what funding they would like. The Committee had also enquired if it was possible to increase the Street Caretaker's hours to undertake maintenance at the playingfield? New signs to be placed at entrance for no dogs on playingfield. Is it possible for village of year winnings to go to replace lights inside the pavilion?

St Edmund's Hall – no report.

Suffolk Association of Local Councils – no members were available to attend the last Area Meeting.

18. Matters of report by individual Councillors

Cllr Bush – Asked, following the success of the Low Street Phone Kiosk Library, if the Phone Kiosk in Heckfield Green could be used for the same purpose. It was explained that the Parish Council had resolved not to adopt the Heckfield Green kiosk but the Clerk would enquire with BT if it could be used on a temporary basis for a lending library? *Action: Clerk.*

Cllr Mayhew – was concerned about the amount of horse manure on pavements.

Cllr Baxter – reported on the disciplinary matters that the football club were currently having to deal with.

19. Urgent matters and matters for information

Date of next meeting: Thursday 5 November 2015 at St Edmund's Hall

The meeting was closed at 21.15.