

HOXNE PARISH COUNCIL
Minutes of the Parish Council meeting held on
Thursday 4 February 2016 at St Edmund's Hall at 19.30 hours

Present

Cllrs Edward O'Connor, Clive Baxter, John Brawn, Phillip Bush, Michael Knights, Hannah Mayhew, Mick Procter, Steve Rich, Rod Searle and Richard Whiting. Also in attendance four members of the public.

1. Apologies

Apologies were received from Cllr Rich and accepted.

2. Order of Business

Councillors were content with the order of business.

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 confirmed that the three applications from Hoxne for an award from her Locality Grant would receive some money. Cllr Gibson-Harries would attend a meeting regarding the

development of Eye Airfield and reported on the financial constraints the District Council, in conjunction with Babergh, were currently facing.

Cllr Gibson-Harries was asked questions about the Community Recycling Centre at Brome which was currently closed.

A parishioner reported her concerns about where children had to wait in Heckfield Green for the High School bus.

5. Confirmation of Minutes

The Minutes of the Parish Council meeting held on 7 January 2016 were agreed (two amendments) by Councillors. The minutes were duly signed by the Chairman.

6. Matters arising from Minutes of 7 January 2016

1911/8 - Clean up Sunday. Cllr Knights reported that the Village Hall Management Committee had kindly offered free use of the kitchen and toilets. The arrangement for providing refreshments was still to be confirmed.

7. Planning

a. The following planning applications were considered:

Ref	Location	Application
0010/16	White Cottage, Low Street	Erection of extension of existing Grade II Listed semi-detached dwelling to provide new kitchen. Removal of existing door and adjacent window and replacement with timber casement window to study. Removal and replacement of existing timber casement to bathroom. Removal of existing pebbledash/cement render to south elevation and replacement with Lime based render
It was agreed to recommend SUPPORT for the application (nine votes in favour, one abstention)		
0012/16	White Cottage, Low Street	Extension of existing Grade II Listed semi-detached dwelling to provide new kitchen. Removal of existing door and adjacent window and replacement with timber casement window to study. Removal and replacement of existing timber casement to bathroom. Removal of existing pebbledash/cement render to south elevation and replacement with Lime based render – LISTED BUILDING CONSENT
It was agreed to recommend SUPPORT for the application (nine votes in favour, one abstention)		
0156/16	The Swan Inn, Low Street	Display of 1 no. externally illuminated double-sided projecting sign; 1 no. externally illuminated sign-written logo; 2 no. amenity boards and 1 no internally illuminated menu unit.

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It was unanimously agreed to recommend SUPPORT for the new signage as proposed but to add that the Parish Council would consider that the proposed amount of flood lighting is excessive and recommend that it is reviewed in order to reduce the intensity of the lighting.

0157/16	The Swan Inn, Low Street	New signage (including external lighting). LISTED BUILDING CONSENT
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It was unanimously agreed to recommend SUPPORT for the new signage as proposed but to add that the Parish Council consider that the proposed amount of flood lighting is excessive and recommend that it is reviewed in order to reduce the intensity of the lighting..

4370/15	Chestnut Tree Farm, Denham Road	Erection of a detached dwelling and garage with associated access, services and landscaping following demolition of listed building (revised scheme to that previously permitted under reference 1706/14).
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It was unanimously agreed to recommend REFUSAL for the application. It was resolved that the building was an inappropriate design and the information contained within the application was inadequate in terms of dimensions, location of the garage and other significant matters.

b. The following planning determinations were noted:

Ref	Location	Decision
4300/15	Land to the rear of Market House, Low Street	Planning Permission had been GRANTED.
4371/15	Chestnut Tree Farm, Denham Road - Demolition of Listed Building	Listed Building Consent had been GRANTED.

c. Other planning matters.

The Old Baptist Chapel on Cross Street - a response had been received from Planning Enforcement at Mid Suffolk District Council and the Enforcement Officer would pursue the current state of the site and any remedial action that the owner should take.

8. Street Cleaning

It was unanimously agreed to extend the area cleaned by the Street Caretaker to include from the end of the conservation area in Heckfield Green (by Mill House) to include the pavements on both sides of the road as far as the primary school. The Street Caretakers hours would be increased by two per month to cover this work and it was estimated this would cost £165 per year.

9. Reports from the Chairman and Clerk

The Chairman reported:

Green Street – the traffic counting had been undertaken and the new data was awaited. However, the temporary build outs which had been placed at two locations on the road, each for one day, had not been correctly constructed (only quarter instead of half the road). The County Council had confirmed they now have to be reconstructed at a later date.

Swan PH – The Chairman reported that Enterprise Inns were optimistic new tenants would take over in the next few days with a view to the pub reopening before Easter. The Chairman was congratulated for his work liaising with Enterprise Inns on behalf of the parish.

Road Drainage – The Chairman and Clerk had liaised with the Highways Technician and the drains on Oak Hill and Goldbrook had been cleared, Oakley Road in Hoxne and Syleham Corner were still to be cleared. The drains opposite Claret Engineering had been cleared but the ditch at the location needed attention and the landowner would be contacted.

10. Correspondence

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

Received	From	Subject
28.01.16	Suffolk Association of Local Councils	Automatic Enrolment Pension Scheme advice note
28.01.16	Suffolk Association of Local Councils	Suffolk County Council Highways Matters Survey
26.01.16	Mid Suffolk District Council	Town and Parish Newsletter
26.01.16	Mid Suffolk District Council	Dealing with Dog Fouling – a guide for Parish Councils

The Clerk suggested that it would be useful to display copies of this guide in the parish and it was agreed to ask MSDC for a supply.

20.01.16	Suffolk Association of Local Councils	Suffolk Constabulary – Update on PSCOs
11.01.16	Mid Suffolk District Council	Explanation of Dog and Litter Bin Emptying increase

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11. Financial matters

a. Financial Statement. The Clerk reported the bank balances as; Current Account £11,998 and the Business Account as £5,658.

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

Amount	Payee	Details	Chq No	Power
£365.74	Mrs S Foote	Clerk's salary February 2016	101244	LGA 1972 S112 (ii)
£147.03	Mr J Lambert	Street Caretaker salary February 2016	101245	LGA 1972 S111 (i)
£552.31 inc VAT	Suffolk County Council	Street Lighting Maintenance and Energy 1 April 2015 to 31 March 2016	101246	Highways Act 1980 S 301
£57.47	Mrs S Foote	Clerk's expenses January and February 2016	101247	LGA 1972 S111 (i)
£25.50	Anglia Book Keeping	Payroll months 8, 9 and 10.	101248	LGA 1972 S111 (i)
£6.00 inc VAT	Suffolk Association of Local Councils	Clerks Information Briefing – 9 December 2016	101249	LGA 1972 S111 (i)

12. Consultations

None.

13. Reports

Brakey Wood and Footpaths – Cllr Procner reported that the hedges belonging to the houses opposite the primary school were overgrowing the footpath.

Hoxne Playingfield – Cllr Bush had attended a committee meeting. Confirmation was still needed on if the Parish Council Representative to the Playingfield Association would be a Trustee of the Playingfield or not. Cllr Bush confirmed that the Association would like annual financial support from the Parish Council and gave details for the plans for a new toilet block to be added to the back of the pavilion which would be open to the public. The Committee were working on a Business Plan which should be ready for the Annual Parish Meeting. Cllr Whiting asked about increased usage and review of fees charged and Cllr Bush confirmed this should be covered in the business meeting.

St Edmund's Hall – Cllr Baxter reported 17 regular events were being held at the hall.

Suffolk Association of Local Councils – no report.

Vehicle Activated Sign – would be moved to Green Street week commencing 8 February.

14. Matters of report by individual Councillors

Cllr Whiting – reported that the initial data from the Green Street trial build outs suggested that the build out closer to Warwick House did seem to be more effective than the Elm House site but further data was awaited.

Cllr Bush – expressed concern for the speed of lorries travelling through the village, particularly the Denham Road/Heckfield Green area.

Cllr Knights – asked for consideration to be given to this year's Rogation Sunday Walk which should take place on Sunday 1 May.

Cllr Mayhew - reported that a parishioner/parent with concerns about parking at the school at pick up and drop off times had spoken with her. Whilst the Parish Council were sympathetic to the problems experienced in the area, it was suggested that Suffolk Police should be lobbied to undertake checks in the area. It was also agreed that if the County Council Highways were willing to consider improvements in the vicinity, the Parish Council would be happy to liaise with them and the Clerk should be contacted in the first instance.

15. Urgent matters and matters for information. None.

Date of next meeting: Thursday 3 March 2016 at St Edmund's Hall

The meeting was closed at 21.06.