

# HOXNE PARISH COUNCIL

Minutes of the Council Meeting held on Monday 5 October 2009  
at Hoxne Playingfield Pavilion at 1930 hours

## Present:

Cllrs Philip Flagg (Chairman), Michael Knights, John Brawn, Rod Searle, Vivienne Bradford, Ted O'Connor, Stuart Jarrold and Sarah Foote (Clerk).

**Also present:** PCSO Long and PC Grotier (Suffolk Police), (left meeting at 19.39)  
Cllr E Gibson Harries (arrived 19.35 left 20.25)

## ACTION

### 1. Apologies

Cllr Victoria Williams, Cllr Tim Craven, Cllr Kate Leith, Cllr Mick Procner, Cllr Guy McGregor (Suffolk County Council)

### 2. Order of Business

Councillors were content with the order of business as set out in the agenda.

### 3. Declarations of Interest

None.

### 4. Confirmation of Minutes

The Minutes of the Parish Council meeting held on 7 September 2009 were agreed and signed as correct.

### 5. Public forum

#### Meeting adjourned 19.33

Suffolk Police: - PCSO Long reported one crime during last month – arson of wheelie bin on Abbey Hill. Advice to parishioners is don't put wheelie bin out until morning. Chair asked for good wishes to be passed to PC Green for his recovery and return to work.

M.S.D.C. - Cllr E Gibson-Harries reported on the following:

Emergency Planning: a fallen tree had been dealt with by MSDC on 3 October. Cllr G-H to confirm if payment can be made by MSDC if the Parish Council calls on local contractors to deal with emergency planning situations.

Health Scrutiny Board: details of presentations attended passed to Clerk. It is possible an ambulance will be stationed at Hartismere in two years time.

Choice Based Lettings: Cllr G-H is aware Parish Council has written to Cllr Curran at MSDC with concerns about their consultation period and the basis of their allocation policy.

Daganya Farm: Still pushing for enforcement. Letters have been sent.

Gypsies and Travellers: More sites are needed. Details of liaison points at MSDC and SCC to be held by Clerk.

Tourism – 'Choose Suffolk': Have made a presentation in relation to the 2012 Olympics.

Cllr Gibson-Harries also reported that she had been lobbied by the architect concerned with planning application 2011/09 (Abbey Farm) with regard to section 106. She asked Councillors' opinion on Section 106 restriction conditions i.e. loss of light industrial units/warehousing.

#### Meeting reconvened 20.25.

### 6. Planning applications and notifications

#### Determinations:

None

#### Planning Applications:

The following planning applications were considered:

**Ref:** 1538/09

**Location:** Fir House, Green Street

**Proposal:** Alteration to outbuilding to form residential annex. Demolish greenhouse and erect single storey rear extension; block doorways; install windows; form internal doorways; install internal wall.

Listed building consent already granted. Planning consent now being considered under this application reference.

Philip Flagg (Chair)

Sarah Foote (Clerk)

# HOXNE PARISH COUNCIL

Minutes of the Council Meeting held on Monday 5 October 2009  
at Hoxne Playingfield Pavilion at 1930 hours

Councillors discussed this matter and unanimously agreed to recommend approval of this application based on previous consideration of the application.

## Other Planning Matters

None.

### 7. **Affordable Housing Development**

Name for road forming part of the affordable housing project:

The council discussed confidential matters relating to the above development. A name was unanimously agreed by Councillors and will be released at a later date. Orwell Housing Association to be informed of Council's suggestion.

Clerk

Relocation of 'Wittons Cart': The Clerk reported feedback received from Museum of East Anglian Life. Discussion took place around this information and it was felt appropriate to suggest the former owners deal with the relocation/disposal of the cart. To report back to Orwell Housing Association the Museum's comments and, in light of them, the Parish Council cannot take any further action on the owners' behalf.

Clerk

### 8. **2010 Music Festival Grant**

Cllr Jarrold made application on behalf of Festival committee for the Parish Council to make funds available for promotion and running of a similar festival to 2008. Some funds had been retained from the 2008 festival (£3000 approx) and donations had been made to St Edmund's Pre-school, Maynard Trust, Hoxne Church and the Village Hall. Overall cost for last festival was circa £10,000. Chairman reported that the event had been supported in 2008 on the basis it had no working capital and added it was a good event with benefits to the parish. Chair advised budget meeting next month, consideration will be made to donations and precept amounts. Cllr M Knights added 2012 will be the Diamond Jubilee Celebration, where in the past for such events there had been a village event. Could there be collaboration with the Music Festival committee for such a further event?

Agenda

### 9. **Road Safety Improvement**

Public consultation response was considered. Several parishioners had made similar comments with concern to 'being driven into the back of whilst waiting to cross Goldbrook bridge'. Only one negative comment received with preference to Swan Bridge (Scheme 2). It was, therefore, proposed to commence the works with the Parish Council paying 50% of the cost to a maximum of £2500 and the works to be completed in this financial year. The scheme should be modified to include cobbles (same as already on areas of bridge) on the area of the plan currently showing grass, the kerb to be raised to the maximum recommended height and bollards to be placed along to deter vehicles, and particularly lorries, from mounting the kerb. Proposed Cllr Brawn, Seconded Cllr Bradford. All in agreement. Clerk to write to SCC to give go ahead to project.

Clerk

Cllr Searle asked when the Parish Council last funded such highways works? Whilst Councillors were unsure all were in agreement that reserves could be used for such projects. It was also noted that the Council could consider budget provision which could accumulate for similar future road improvements.

A letter is to be sent to Mr Lomax, Suffolk County Council, for any progress on solutions for improvement at Abbey Corner.

Clerk

## **Reports from Chairman and Clerk**

### 10. **Mid Suffolk District Council Community Engagement questionnaire:**

Councillors were given until 12 October to come back to the Clerk with any comments they wish to be included. It was noted there are some areas they cannot respond on.

Clerk

Philip Flagg (Chair)

Sarah Foote (Clerk)

# HOXNE PARISH COUNCIL

Minutes of the Council Meeting held on Monday 5 October 2009  
at Hoxne Playingfield Pavilion at 1930 hours

Acquisition of land correspondence from Orwell: Before going to back to Orwell Housing Association the Parish Council needed to confirm they wanted to acquire the amenity land at the affordable housing development in Wittons Lane - Approx ¼ acre triangle which provides a screen between the development and Wittons Lane. Chairman reminded Councillors that there was budget for the purchase of the land and the associated legal fees but not for planting. There had been communication from Orwell to state that the Parish Council was expected to pay for trees/saplings. It was proposed by Chairman and unanimously agreed by Councillors to contact Overbury Solicitors (quote previously obtained) to commence the acquisition of the land.

Clerk

A sub-committee will be required to organise planting. Defer until next meeting.

Agenda

Horse Shelters: Clerk reported that a response had been received from MSDC in relation to a parishioner's enquiry to the standing of moveable horse shelters. In this particular case it was thought that permission was not required. Further details to be obtained on the standing of permanent horse shelters.

Clerk

Bank of England Gilts: Clerk reported that she had written to the Bank of England for confirmation of what the Parish Council may hold.

Insurance: Suffolk Acre has confirmed volunteers are insured under the Council's public liability as they are acting upon the Council's instructions to trim back footpaths etc. If Councillors are competent in using their own equipment they would also be covered under public liability and injury caused solely by accident is covered under the personal accident. Personal accident levels of cover decrease after the age of 75.

Training: Clerk reported she had found the SALC New Clerk's Day very useful and would like to attend the follow up day.

11.

## Correspondence

To note the following correspondence previously circulated for information:

*(italic shows date of circulation)*

- Mid Suffolk District Council Scrutiny Report 2009 07.09.09
- Countryside activities in Mid Suffolk October 2009 07.09.09
- Suffolk View magazine Summer 2009 07.09.2009
- Flu Vaccination Eye Health Centre 10.09.2009
- Affordable Housing in Rural Suffolk – Seminar 14.09.09
- Letter from St Edmund's Primary School with reference parking at school 21.09.09
- Response from Mid Suffolk District Council re Parish Council involvement in pre-planning meetings 29.09.09

12.

## Financial matters and payments due

Annual Return: The Annual Return from the external auditors BDO Stoy Hayward LLP with their audit opinion was presented the meeting. Councillors unanimously approved and accepted this.

Report: A written report of the Council's financial situation as at 5 October 2009 was presented to Councillors (attached) including confirmation that the second Pre-cept payment had been received. Councillors were also presented with a six monthly budget update (attached).

Insurance: Matters relating to insurance were discussed including the increased values of both the Cross Street and Low Street Green Pumps. It was unanimously agreed to increase reinstatements values for both and to seek professional quotations for the rebuild of both structures. Insurance will be reviewed again once Council is in possession of these quotations. It was asked of Councillors their view of insurance relating to the red telephone box in Low Street. It was unanimously agreed for the cover to remain at public

Cllr Flagg

Philip Flagg (Chair)

Sarah Foote (Clerk)

# HOXNE PARISH COUNCIL

Minutes of the Council Meeting held on Monday 5 October 2009  
at Hoxne Playingfield Pavilion at 1930 hours

liability only.

## Payments – it was unanimously agreed to pay the following:

- £243.57 Clerk's salary and expenses month ending 14 October 2009.  
*Chq No 100849*
- £840.86 Suffolk County Council invoice for street lighting maintenance and energy 1 April 2009 – 30 September 2009 *Chq No 100850*
- £449.73 Suffolk ACRE insurance renewal year commencing 1 October 2009 *Chq No 100853*
- £25.00 Clerk's attendance at SALC Budgeting Workshop Friday 23 October
- £155.25 Auditing of Annual Return for year ended 31 March 2009 by BDO Stoy Hayward LLP *Chq No 100852*
- £490.25 To Jack Golding for analyses of Parish Plan forms.  
*Chq No100848*

## 13. Consultations

### The Maynard Trust:

Following a request from the Maynard Trust (letter dated 6 August 2009) regarding the Parish Council's nomination of trustees, the Parish Council expressed some concerns and after much discussion it was unanimously agreed to seek clarification from the Charity Commission regarding the Trust's constitution. It was noted that the Parish Council's right to nominate two trustees had sank from memory in recent years and as such its former nominations' terms of office had expired. In the interest of clarity it was noted that copies of correspondence to the Charity Commission should be distributed to the Trust and the Vicar.

## 14. Reports

Parish Plan: Cllr Knights reported responses have been turned into data. He is in possession of a copy of the data. Parish Plan committee meeting on 8 October to discuss. Councillors are concerned that they will receive a copy of the original data.

Village Hall: Nothing to report

Playing Fields: Meeting 12 October 2009

SALC: Nothing to report

## 15. Matters of Report by individual Councillors

Raised Iron work in road outside Old Forge, Nuttery Vale – report to Highways. Clerk

Nuttery Vale sign and posts outside Holly House, Nuttery Vale still missing – report to Highways. Clerk

## 16. Urgent matters and matters for information

None

Apologies for the 2 November meeting were given in advance by Cllr Bradford and Cllr Brawn.

**The meeting was closed at 22.17 hours.**

Philip Flagg (Chair)



Sarah Foote (Clerk)

