

MINUTES of the MEETING of BOXFORD PARISH COUNCIL held on Monday 2nd November 2020 at 7.30 p.m. by Zoom Video Meeting.

PRESENT: J Fincham-Jacques (Chairman), M Wooderson, P Edwards, Theresa Munson, D Warren, D Hattrell (Clerk), J Finch (County Cllr), B Hurren (District Cllr) and 2 members of the public.

APOLOGIES: A Sargeant (Vice Chairman) had previously sent his apologies for not attending video conference meetings for medical reasons and this has been accepted.

DECLARATION OF INTEREST BY COUNCILLORS: Nothing was raised.

MINUTES OF 5TH OCTOBER 2020: Accepted as correct.

MATTERS ARISING FROM THE MINUTES: Nothing was raised.

PUBLIC FORUM: It has been observed that the white lining is now in place near the Churchyard wall and an update was sought regarding maintenance to the wall. The resident had also sent an email sharing information where a Parish Council was facing a large bill having not insured a Churchyard wall. The renewal of white and yellow lines in the village were reminded again. Another resident referred to his email to the Parish Council suggesting a handrail at the entrance gate to the Cemetery. He also felt some tree work was necessary in the Cemetery. The notice of the use of a private field for up to 5 caravans for club members was raised. It was explained that planning was not required and this was a private issue as explained on the notice.

REVIEW OF ITEMS RAISED BY THE PUBLIC: Advice would be sought in respect of the insurance of the Churchyard Wall. This wall is owned by the Church and the maintenance is the responsibility of the Parish Council. The Clerk will contact SALC in the first instance - **Action Clerk.** J Finch was asked again to chase the lining in the village. The Parish Council can now proceed to plan the wall maintenance. It was agreed for the Clerk to contact the Contractor - **Action Clerk.**

COUNTY COUNCIL REPORT: County Cllr J Finch attended and reported on the latest Covid 19 news including the increasing cases across Suffolk. His report reminded about the prevention measures of space, hand washing, ventilation, masks and not sharing utensils. He out-lined the financial support the County Council is giving to people in need. Following feedback, significant changes have been made to the plans for the Sizewell C Nuclear Power Station. These will make more use of rail and sea and therefore reduce HGV construction traffic. By working closely with Sizewell A which is being decommissioned, this will reduce the use of AONB land. Suffolk County Council is encouraging residents to keep walking and cycling which has increased during the Pandemic. Further virtual sessions are being arranged for fostering only and adoption only. The sessions are not combined. To book a place email Claire.Gwatkin@suffolk.gov.uk.

DISTRICT COUNCIL REPORT: District Councillor B Hurren attended and reported on the challenge the District Council has in setting a deliverable budget. Presently they have a large gap between what they have and what they would like to achieve with the available funds. At the time of reporting the gap was one million pounds, which, bearing in mind the total

spend of the council is around 12 million, leaves a very big hole to plug. This is based on putting the council tax up by the statutory amount of 3%.

The old car parking charges debate is now coming to the fore again which Cllr Hurren has always opposed. The main problem is receipts are down because of the Coronavirus pandemic and will not pick up again anytime soon. Also, costs have risen due to extra duties. On a more positive note the new Joint Local Plan was to go before the full council on the 9th November for debate and once fully endorsed will go on to be examined by an appointed planning inspector in the spring and hopefully will be statute by the end of 2021.

This JLP, as well as having allocated sites for residential dwellings, will also include environmental policies and requirements for biodiversity which they have been working on for the whole of this year. In his role as chair of the Audit and Standards committee, it is down to Cllr Hurren and the members of the committee to see that all of the money spent is properly audited and checked and that all of the contracts entered into are open for tender and transparent. Also, all appointments are required to be advertised and open to all and any applicants. It also falls to his committee to see that standards in public life are upheld and all elected councillors follow a strict code of conduct.

FINANCE: The Bank balances as at 2nd November were **£72548.18** in the Community Account, **£13400.86** in the Deposit Account and **£55583.08** in the Reserve Account making a total of **£141532.08**.

The Half Year Budget Review was noted and discussed. The Risk Management Policy was reviewed and accepted. This was proposed by M Wooderson, seconded by the Chairman and unanimously carried. It was agreed to ask A Sargeant to carry out the Risk Assessment at the Churchyard and Cemetery and report to Council in due course - **Action Clerk and A Sargeant**. It was agreed to continue to monitor the best use of the Covid-19 grant as the lockdown and measures continue.

The following pre-agreed payments were made: -

Cheque No.	Payee	Amount	Details
<u>As at October</u>			
Funds Tr	R J Osborne	200.00	Urgent work to cemetery trees
Funds Tr's	Employment Costs totalled	1248.84	Salary, ERS NIC & Pension
Funds Tr	Teacher Stern	3600.00	Legal Costs re Catesby
Funds Tr	M A Crighton	185.00	Cemetery Contract
Funds Tr	Topline Pest Control	30.00	Cemetery Contract
Funds Tr	DHA	2580.31	Highways Assessment
Funds Tr	Sudbury Town Council	776.10	Sweeping Contract
Funds Tr	J Fincham-Jacques	21.98	Remembrance wreath

CYCLE ROUTE PRIORITIES: It was agreed to ask Boxford Bike Club for their views on potential improvements to cycle path provision in the Parish - **Action Clerk**.

NEIGHBOURHOOD PLANNING: H Phillips (joint Chair of the Neighbourhood Planning Group) gave his apologies and confirmed there is nothing further to report since last meeting.

CORRESPONDENCE: The correspondence report had been circulated ahead of the Meeting. P Edwards volunteered to liaise with the Footpath Warden on Leaflet Project - **Action Clerk to advise the Warden accordingly**.

CEMETERY: Members considered a suggestion from a resident of a handrail near the Cemetery gates to help those with mobility difficulties. Members accepted the principle of investigating this further and agreed to ask A Sargeant, our Cemetery representative, to assess what could be done - **Action Clerk and A Sargeant.**

UPDATES FROM THE COVID-19 COMMUNITY RESPONSE: The Chairman had received an update from the Community Response. Whilst the need for the support had decreased for a period, it was being called upon again particularly to support self isolation. The Chairman had previously agreed to check whether further financial support is needed and if so, the treasurer should liaise with the Clerk as before. The Chairman updated that the Community Response are getting increasing calls and there are cases within the village.

REPORTS AND QUESTIONS FROM CHAIRMAN AND MEMBERS: There was nothing to report.

The meeting closed at **9.09 p.m.**

Planning Meeting Held by Boxford Parish Council by Video Conferencing on Monday 2nd November 2020

The following decisions were advised from the Planning Authority: -

A) Planning permission had been granted for dog kennels and reception block at Simbos Gun Dogs and Grooming, Stone Street - DC/20/01737.

- B) Work can proceed to fell conifer at Brook Cottage, 15 Fen Street - **DC/20/03865**.
- C) Planning permission had been granted for vehicular access into the Causeway and provision of parking area at Boxbank, Rules Yard - **DC/20/03316**.
- D) Work can proceed to reduce lime trees at Knoll Gate, School Hill - **DC/20/04213**.
- E) Work can proceed to reduce crown of silver maple at 4 Butchers Lane - **DC/20/04275**.

The following were discussed: -

- 1) Between Meetings **No Objections** were issued to the following applications: -
 - a) Application for Listed Building Consent for shower room at 5 Church Street - **DC/20/04379**
 - b) Application for side extension and alterations at 2 Cherry Ground Cottages, Wash Lane - **DC/20/04426**
 - c) Notification for reduction of trees at 3 The Causeway - **DC/20/04441**
- 2) 30 Swan Street, Boxford - Planning and Listed Building applications for reconstruction of existing shed, existing garden wall and construction of new garden boundary walls (retention of) - **DC/20/03482/3**.

*It was agreed to seek further time to consider these applications and also a further Listed Building application in the pipeline for this address. B Hurren will ask the Planning Officer for an extension of time - **Action B Hurren**.*

- 3) Application for Reserved Matters - Submission of details for Access, Appearance, Landscaping, Layout & Scale for the erection of 1 dwelling at 30 Stone Street - **DC/20/03391**.

It seemed the previous views still apply, however, members wanted more time to consider this application.

4) Any other urgent planning matters: It was noted that a letter had been issued to the Chief Executive of the District Council with the Highways Report urging full consideration ahead of issuing the Decision Notice to the Catesby application. The letter will be circulated to full Council and village representatives who are assisting with this matter - **Action Clerk**.