

**MINUTES of the MEETING of BOXFORD PARISH COUNCIL** held on Tuesday 28th February 2023 at 7.30 p.m. in the Village Hall, Boxford.

**PRESENT:** D Warren (Chaired the Meeting), T Munson, J Moles, H Watts, B Hurren (District Cllr) and 4 members of the public attended in person. No video link was requested.

**APOLOGIES:** were received and accepted from J Fincham-Jacques (Chairman), L Wortley, D Hattrell (Clerk) and J Finch (County Cllr).

**DECLARATION OF INTEREST BY COUNCILLORS:**

No declarations were made.

**MINUTES OF 24TH JANUARY 2023:** These were accepted as correct.

**MATTERS ARISING FROM THE MINUTES:**

The Editor of Box River News (BRN) was investigating alternative ways to finance the newsletter.

The drains in Butchers Lane were still problematic – Cllr Finch had confirmed prior to the Meeting that he had reported everything.

**PUBLIC FORUM:**

- A resident said the Appeal from Catesby wasn't yet showing on the Babergh District Council (BDC) Planning Site and wondered whether there had been any progress with the Appeal. Also said that clock looked good but we needed to be careful when applying for work to the church, as works often needed different permissions from different authorities within the Church itself
- Another resident said he felt the responses from Cllr Finch up to the present moment had been unsatisfactory. Also suggested that there was a need for a brown bin in the graveyard, as most waste was floral or similar.
- Another resident suggested we post the minutes of the Parish Council (PC) meetings on the website in draft, so that people knew what was being discussed. Once the actual minutes are published in the BRN, often nearly two months have passed. She also referred to a booklet for Clerks that said best practice was to publish the agenda on notice boards 3 working days before the next meeting but she mostly receives them on a Friday, which then leaves only 1 working day for people to see them.
- H Phillips, the representative from the Parish Council Support Group, said Boxford Community Council will probably now only need around £5000 for the Coronation Celebrations, not the £10k originally asked for. They have had several fundraising events and still have the race night to come, with tickets still available. There was to be a face to face meeting on Fri 3<sup>rd</sup> March with Tom Barker from BDC regarding his letter regarding Goodlands planning application. This site had now been sold stc and there could be £67k CIL money, 25% of which would come to PC now we have a Neighbourhood Plan.

**PARISH COUNCIL SUPPORT GROUP UPDATE ON KEY ISSUES:** C Parr was not at the meeting and H Phillips from the Parish Council Support Group had covered the points in the public forum and was sending an 18 point list to the Parish Council for Councillors to consider.

**REVIEW OF ITEMS RAISED BY THE PUBLIC AND PARISH SUPPORT GROUP:** All covered under Agenda items.

**REMINDER OF STANDING ORDERS IN RELATION TO PUBLIC REPRESENTATIONS:**

J Moles raised the point that speakers from the public should be limited to 3 minutes each and that 11.20pm was not appropriate time for a meeting of this nature to end. There was much discussion about how this could go on, including suggestions that contentious issues be submitted in writing in advance and only salient points brought to the meeting. Another was that each item on the agenda be allocated a certain amount of time to enable the chair to keep the meeting under control.

**COUNTY COUNCIL REPORT:** County Cllr J Finch had sent his apologies due to a family emergency and as a result no report was possible.

Some discussion arose around outstanding requests for road signage and line painting, which still seemed to be inadequately completed.

**DISTRICT COUNCIL REPORT:** District Cllr B Hurren announced that the District Council element of Council Tax was going to rise by 2.9%, which would mean £70/year to households. The District Council is being expected to do more work for no increase in money, eg, parking control, licensing, etc, which left them struggling to cover all the work.

BDC rents out 4K houses but needed more. They are having a purge on empty houses in the area, which are not second homes but just vacant, as there are around 1k and the number of homeless is rising. He reminded the meeting that the Elections were coming and all people must take ID, which may cause problems for certain members of the public. He was attending certain local meetings to cover matters affecting the village, including the modifications to the pavilion for football to see if there is any help with getting funding, eg CIL money. He was also attending the meeting with Tom Barker from BDC on Friday to discuss matters such as the 6 new houses at Goodlands, the church wall, the Neighbourhood Plan and maybe the Catesby Appeal. D Warren was invited to attend for the PC. There was some discussion over ensuring that compliance with conditions for development of certain sites - eg, the path to Primrose Wood.

He mentioned his locality budget and realized that he had given £900 to the Village Hall (VH) for lighting, so there wasn't much left for anything else.

J Moles asked him about the flytipping at Homefield and said he was taking personal action against Flagship Housing and BDC

**FINANCE:** The Bank balances as at 1st February 2023 were **£42043.27** in the Community Account, **£13415.46** in the Deposit Account and **£63831.24** in the Reserve Account making a total of **£119,289.97**.

The following pre-agreed payments for January: -

<b>Cheque No.</b>	<b>Payee</b>	<b>Amount</b>	<b>Details</b>
Funds Tr	Employment Costs totalled	1376.59	Salary, ERS NIC & Pension
Funds Tr	Sudbury Town Council	623.52	Street Cleaning Services
Funds Tr	Vertas Group Ltd	623.41	Playing Field Grass Contr
Funds Tr	UK Safety Management	156.23	Socket tests - Bell House
Funds Tr	Glasdon	116.28	DogWastebags to H Phillips
Funds Tr	Boxford Friendship Group	52.50	Balance of Grant
Funds Tr	Mortimer Contracts Ltd	42.00	Cemetery path
Funds Tr	Boxford Village Hall	34.50	Hall hire

In relation to the potential grant towards BRN - this item had been withdrawn by the Editor. T Munson said that even if the Editor finds alternative income sources, we should still help with some funding.

The grants towards the Church Insurance Cost and the VH will be addressed at the next meeting.

In relation to the Boxford Rovers Project - £5000 made up of Babergh 106 monies and Parish Council Funds had been agreed and this Council was still awaiting confirmation of availability of 106 monies for Boxford in order to finalise the split.

(see above in B Hurren's report)

The hours of the Community Wardens street cleaning services were discussed as many were still unhappy about the work not being done well. T Munson proposed asking them to do 3 hours per week, H Watts seconded and it was agreed for the Clerk to inform Wardens - **Action Clerk.**

In relation to new Parish trees, T Munson had emailed the Scouts suggesting that they source a tree and the PC will refund the money. Trees for wetlands more expensive and likely to cost £125-150. Trees for other locations - top of School Hill and corner by Causeway should only be around £25 each. T Munson has the application form from Suffolk County Council to complete to get permission to plant and take over the grassy patch at the top of School Hill.

Review the Reserves Policy - Councillors to review between meetings as the item had been received just before meeting started - **Action All and Clerk to add an Agenda item for March.**

**CORRESPONDENCE:** The correspondence report had been circulated ahead of the Meeting. All matters were noted. Nothing was raised.

**CEMETERY:** Updates from the Cemetery Sub Committee and confirmation a paper was received from H Phillips, Co Chair of the Neighbourhood Planning Group.

D Warren reported that he had asked Suffolk Tree Services to undertake the maintenance work they quoted for, which included raising the level of branches and removing rotten trees. The idea being to clear all that needs immediate attention, making the graveyard safe and investigating how much additional space would be released. On the boundary wall of the Church yard and School, there is one dead tree and another one falling over, the holly tree also needs trimming. Once all of these works are completed, the intention is to consider an annual maintenance contract to keep things under control and keep the area safe for visitors to the cemetery.

It was noted that for the work in the churchyard, we may need the Archdeacon's consent. H Watts said he had received a letter from the occupant of Glebe House, which is on the boundary of the Cemetery, pointing out that many of the trees were considered unsafe. He agreed to show D Warren which ones they are.

**BUS SERVICE: Updates from J Moles and H Watts following last Meeting**

Following a meeting with Mr. Phil Munson of Beestons Buses, H Watts contacted the school and messages were sent to parents asking them to improve their parking. He said that ideally a meeting with the police and head teacher to clarify the seriousness of the situation and discuss solutions would be the best way forward. J Moles reminded us that illegal parking can be overcome by fines, warnings, etc, as covered by the Road Traffic Act, it just needs the appropriate officials in place to issue them.

H Watts also said that the Head Teacher suggested he joined the board of governors. D Warren said we should ask the clerk to check that was acceptable.

**PROMOTING THE ELECTIONS AND NEW COUNCILLORS:** The Clerk had provided details from the briefing she attended and is updating the Electoral Register so that nomination references can be quoted. The Annual Parish Meeting is being held in March on 28th ahead of the 4th April deadline for nominations. The dates the Electoral Services team are at Sudbury Town Hall to receive nomination papers is 20th/21st March, otherwise forms need to be hand delivered to Ipswich. Appointments are available and all drop ins' will be seen.

**HIGHWAYS AND PARKING:**

It was generally agreed that many road signs around the village were obscured by overhanging trees. The line repainting, although started, still needs to be finished, especially at the junction of Cox Hill, Ellis Street and Sand Hill, where drivers needed reminding of the priorities, etc.

**URGENT REPORTS AND QUESTIONS FROM CHAIRMAN AND MEMBERS:**

H Watts reported that there is an aggregate quarrying operation to the Newton side of Valley Road and that the intention is to construct a washing plant, which may drain towards the River Box with potential for pollution from run-off. He will try to get more information on the plans for this business. District Cllr Hurren said that responsibility for mining/extraction planning permission lay with the County Council, not the District Council.

Cllr Hurren said that repairs to the noticeboards are all in progress and some have been completed.

The meeting closed at **9:30 p.m.**

Planning Meeting Held by Boxford Parish Council in Boxford Village Hall on **Tuesday 28th February 2023**

**The following decisions were advised from the Planning Authority: -**

A) Planning Permission was granted for extension, window, door and car port at Gray Gables Cottage, 2 Stone Street Road - **DC/22/06282.**

B) Listed Building Consent was granted for new posts and gates at Kemball House, 22 Broad Street - **DC/22/06183**.

C) Land south of Hadleigh Road, Boxford - **DC/21/05993** - the Appeal was dismissed for an Eco house as it was considered an unsuitable location for residential development.

D) Planning Permission was granted for new replacement posts and gates at Kemball House, 22 Broad Street - **DC/22/06182**.

E) Conditions were discharged for Refuse and Recycling storage at Boxwood Hall, Butchers Lane - **DC/23/00162**.

F) The Planning Authority do not wish to raise objections to the felling of a Conservation Area oak tree at 9 Swan Street - **DC/23/00351**.

G) Planning Permission was granted for extensions, window and loft conversion at Glebe House, 3 Rectory Park - **DC/22/06404**.

**The following applications were discussed: -**

1) The householder application for garden shed at 10 Ellis Street - **DC/23/00832** was considered. Most Cllrs on the form had No Objections. It was agreed to confirm the decision to Clerk after the meeting, so she can respond to Planning Authority.

2) No other urgent planning matters were reported.