

# BOXFORD PARISH COUNCIL

20 Heath Close, Polstead Heath, Colchester CO6 5BE

Tel: 01787 739317 Email: [clerk@boxford-pc.gov.uk](mailto:clerk@boxford-pc.gov.uk)

**MINUTES of the MEETING of BOXFORD PARISH COUNCIL** held on Tuesday 22<sup>nd</sup> October 2024 at **7.00 p.m.** in the Village Hall, Boxford.

**PRESENT:** Cllrs L Wortley (Chair), D Warren, H Watts, V Strafford. DCllr B Hurren (from 7.35pm), Z Rumsey (Clerk) and 4 members of the public attended in person for part of the meeting. No Video link was requested.

**1. Election of Chairperson:**

It was resolved to elect Cllr L Wortley as Chair of the Parish Council. Cllr Wortley and the Clerk signed the Declaration of Interest.

**2. Election of Vice-Chair:**

Carried to next meeting.

**3. Co-Option of new Councillors:**

It was resolved to Co-Opt Mr Peter Watt and Mr Kevin Couling to the Parish Council.

**4. Apologies:**

CCllr J Finch, Cllrs P Watt & K Couling

**5. Declarations of Interest by Councillors:**

None

**6. Minutes of 24<sup>th</sup> September 2024:**

These were accepted as correct.

**7. Matters Arising from the Minutes:**

- Bridlepath Sand Hill – still obstructed. Letters have been distributed to remind residents that it is their responsibility to cut the hedge etc.
- Permissive Path Cox Hill – some work has been carried out but is still in bad condition. The bank is collapsing. SCC have been back in touch, there may be a chance to re-look at the path. There is possible funding available. This will be looked into further.
- VE Day Commemorations – The PC has spoken with the Community Council. They may plan a small event and are open to any ideas.
- 

**8. Questions from the Public:**

- What is happening with the 20mph speed limit. The resident was advised that there is no further update at present.
- Why have the plaques not been reinstalled on the benches? DCllr Hurren advised that he has not had the opportunity due to work load but he will do so ASAP.
- The development at Goodlands appears to be at the point to instate the footpaths to Primrose Wood, should the PC be ensuring this is carried out. DCllr Hurren advised that the case officer has confirmed the development has reached slab level and the footpath will be installed, they are working with the Woodland Trust.
- Jasper Education & Support Services from 2 Brook Hall Road attended the meeting to explain the situation regarding the parking; it had been confirmed to them that Babergh owned the land which they need to use in order to improve the parking. They already have SCC Highways agreement to put in a drop kerb. It is unclear whether Babergh still need to give permission for works. DCllr Hurren will look into it further.
- The meeting was updated on the matter of the village buses. There are quarterly meetings taking place between the bus company & RLTA to review the services. The bus company are so far pleased with the numbers, they are higher than they were initially lead to believe. They were

## BOXFORD PARISH COUNCIL

20 Heath Close, Polstead Heath, Colchester CO6 5BE

Tel: 01787 739317 Email: [clerk@boxford-pc.gov.uk](mailto:clerk@boxford-pc.gov.uk)

informed that there needs to be an improvement to connectivity, especially to Sudbury. The bus company are happy to look into further enhancements.

### 9. District Council Report:

DCllr Hurren will distribute a written report in due course. He commented on the support for the Boxford Post Office. DCllr Hurren has written to the Practice Manager of the Surgery, who has agreed to a meeting. DCllr Hurren confirmed that CIL payments have been agreed with the first due around 31<sup>st</sup> December.

### 10. County Council Report:

Report received from CCllr Finch prior to the meeting.

### 11. Finance:

31<sup>st</sup> August 2024 Opening Bank Balances: **£89,717.50**.

Income: **£34,305.68** including interest, Precept (£32,408.50) & VAT refund (£1,570.50).

The following pre-agreed payments paid: -

| Date paid | Payee                  | Amount    | Details                              |
|-----------|------------------------|-----------|--------------------------------------|
| 16/09     | Suffolk County Council | £134.00   | Discover Suffolk Leaflets            |
|           | M Crighton             | £185.00   | Grass Cutting                        |
| 17/09     | E.On                   | £34.44    | Bell House Electricity               |
| 24/09     | Ecosystems             | £2,160.00 | Pruning works                        |
| 09/10     | Z Rumsey               | £537.60   | Clerk Salary                         |
|           | Vertas Group           | £768.04   | Grounds maintenance                  |
|           | Mortimer Contracts     | £42.00    | Weedkill cemetery path               |
|           | Suffolk Cloud          | £120.00   | Website hosting                      |
|           | Boxford Village Hall   | £94.50    | Village Hall hire                    |
|           | M Crighton             | £185.00   | Grass Cutting                        |
|           | Ansvar Insurance       | £678.49   | PC Insurance                         |
| 17/10     | E.On                   | £33.34    | Bell House Electricity               |
| 22/10     | S Michlmayr            | £473.76   | Deposit for clock repair             |
|           | F L Equestrian         | £1,040.00 | Gaol Front                           |
|           | Ecosystems             | £420.00   | Removal of Blackthorn – Sports Field |

The sum of the payments made was **£6,906.17**.

22<sup>nd</sup> October 2024 Closing Bank balances:

Community Account **£41,289.83**

Deposit Account **£41,707.77**

Reserve Account **£34,119.41**

Total of **£117,117.01**.

A reconciliation of the bank was carried out by Cllr Wortley but now as chair it was commented that this should be taken on by an independent Councillor. To be discussed at the next meeting.

### Consider the following items: -

- Bank Signatories:** Carried to next meeting
- Sub-Finance committee:** It was resolved that Cllrs Wortley and Warren would make the new Finance Sub-Committee, along with the Clerk.
- Any other urgent Finance matters:** None

### 12. Planning – Report on Decisions from the Planning Authority.

- DC/24/03815 – Land to the South of Daking Avenue, Boxford** – Conditions 7 & 21 have been approved.

## BOXFORD PARISH COUNCIL

20 Heath Close, Polstead Heath, Colchester CO6 5BE

Tel: 01787 739317 Email: [clerk@boxford-pc.gov.uk](mailto:clerk@boxford-pc.gov.uk)

### Consider the following items: -

- a) **[DC/24/04456](#) - Land South Of, Calais Street, Boxford, Suffolk** - *Application for Outline Planning Permission - Erection of up to 7No new market residential dwellings including new access, parking and landscaping.* It was resolved that although the PC support development in line with the Neighbourhood Plan, the development amount is excessive. The PC would also like to see a condition for a footpath to be put in place to the main village hub.
- b) **[DC/24/04601](#) - The Cobblers Stone Street Boxford Sudbury Suffolk CO10 5NR** - *Application for works to a tree in a Conservation Area - Fell 1No Silver Birch Tree (T1) as the tree has a heavy lean in the main stem towards neighbouring property.* The PC Tree Warden has inspected the tree and sees no reason why the tree should fail. It was therefore resolved to raise an objection.
- c) **Any other urgent planning matters**  
None

### 13. Grass maintenance plan and specification:

Specification has been agreed, this will now be put out to tender.

### 14. Parking restriction options:

The owners of the property have been spoken to by Cllr Warren and they have no objection to having a sign put up. However, it is of the understanding of Cllr Wortley that SCC will be writing to the residents to confirm this. This will need to be raised with CCllr Finch.

### 15. 20MPH speed limit:

No further update at present.

### 16. Housing Needs Survey:

The survey is now live. Nothing further to do until survey closes and results are analysed.

### 17. Proposed closure of the Mill Surgery and dispensary:

There have been a number of additional meetings between Hadleigh & Boxford Surgery and the volunteer group. The group are trying to gain an understanding of the detail required for upgrading the building. The group have spoken to the Infrastructure Department at BDC regarding CIL funds to upgrade the building. The matter is ongoing.

### 18. Cox Hill Permissive Path:

As above

### 19. Support for Village Organisations:

- a) **Payment of grant to Village Hall:** It was resolved that the previously agreed donation of £2500 to be reinstated once the shelving units have been sorted in the Meeting Room.
- b) **Allocate funds for use by the Boxford Village Volunteer Group:** It was resolved that the PC would pay for the cost of the refreshments for the Volunteer Group meeting with the Bus Company.
- c) **Allocate funds for the purchase of plants for the flower boxes on the bridge:** Cllr Strafford volunteered to personally donate the funds for the flower boxes.
- d) **Allocate funds towards the cost of hiring a groundsman for the cricket green:** It was proposed that the PC reappropriation reserves for the Playing Field to maintain the Cricket Square, estimated at £2000 per year. It was resolved to agree the proposal.

### 20. Cemetery and Churchyard - regular report from subcommittee:

- a) **Approve the clearance work:** a quote for £980+VAT to remove the log etc from the cemetery and £22 per hour to remove leaves and nettles etc from surrounding areas. It was resolved to approve the log removal and leaf clearance up to £500.

### 21. Environmental and Ecology - regular report from subcommittee:

## **BOXFORD PARISH COUNCIL**

20 Heath Close, Polstead Heath, Colchester CO6 5BE

Tel: 01787 739317 Email: [clerk@boxford-pc.gov.uk](mailto:clerk@boxford-pc.gov.uk)

No updates

### **22. Public Realms - regular report from subcommittee:**

a) **Replacement of summer flowers:** As above

b) **Street Lighting:** The quote for replacing the street light is slightly over the figure that has been budgeted, £2306.53. It was resolved to approve the quote and use reserves to cover the additional cost.

### **23. Members' Reports:**

None received

### **24. Clerk's Correspondence:**

Nothing to report.

**The chair declared the public meeting closed at 21.45.**