

MINUTES of the MEETING of BOXFORD PARISH COUNCIL held on Monday 3rd June 2019 at 7.30 p.m. in Bell House, Stone Street Road, Boxford.

PRESENT: H Phillips, J Fincham-Jacques, A Sargeant, V Strafford, S Mattocks, D Hattrell (Clerk), B Hurren (District Cllr) and 1 member of the public.

ELECTION OF CHAIRMAN: H Phillips confirmed his willingness to continue in the role if this was acceptable to the Parish Council. The Clerk had checked with SALC the procedure if J Fincham-Jacques wanted to continue. A resolution would need to be passed to remove the standing order concerned. However, J Fincham-Jacques preferred to stand down from the role. V Strafford proposed A Sargeant as Chairman in view of his experience on the Parish Council and in the Village. A Sargeant is an active member of the Parish Council. A Sargeant did not wish to take on the role and supported H Phillips to continue. V Strafford proposed H Phillips to continue as Chairman. This was seconded by J Fincham-Jacques and unanimously carried. H Phillips spoke of focusing on the management of the Finances and felt the meetings should be shortened.

DECLARATION OF ACCEPTANCE OF OFFICE: As H Phillips was already Chairman and hadn't resigned, no further Declaration was required.

APOLOGIES: were received from P Wallis and J Finch

DECLARATION OF INTEREST BY COUNCILLORS: Nothing was declared.

MINUTES OF 7th MAY 2019: Accepted as correct.

MATTERS ARISING FROM THE MINUTES: The Chairman went through the actions from the Minutes including the drain at the bottom of the Croft and that the ivy and branches had been cleared from the bus shelter. All other actions were covered in Agenda items for later in the meeting. V Strafford agreed to continue to liaise with the new Street Cleaning Contractors.

PUBLIC FORUM: The Parish Council was thanked for arranging to clear around the bus shelter, however, it was suggested that the roof tiles are checked as some repairs may be necessary. The resident referred to the tractor obstructing the junction regularly at Riddelsdell garage. A debate followed confirming that such reports can be made by residents and the police take more notice when multiple reports are recorded. The resident felt strongly that the role of the Parish Council should be the focal point for such concerns and other residents would tell him about the issue rather than following up themselves either directly with the authority or by attending Parish Council Meetings. The conversation ended with the resident walking out of the meeting making it clear he felt let down by the Parish Council.

REVIEW OF ITEMS RAISED BY THE PUBLIC: All matters were in hand.

COUNTY COUNCIL REPORT: County Cllr J Finch had sent his apologies and reported that Suffolk County Council's AGM shared a new programme using Council land to build homes. Children's Services has been graded as outstanding by Ofsted. The success and future of the Highways Community Self Help Scheme was out-lined. This includes local sign cleaning, pruning, verge cutting etc. The Fostering drop in sessions continue. The School Travel Policy changes had split the village and siblings in relation to their designated school for free transport.

DISTRICT COUNCIL REPORT: District Cllr B Hurren attended and reported that the Annual Meeting of Full Council had taken place with the new 32 Councillors, obviously a reduction from previously. He emphasised the non political administration now and the spirit of working together will be fostered. The Boxwood Hall meeting would be arranged for mid June. V Trafford was still happy to represent the Parish Council and needs 1 week's notice. B Hurren will remind residents who volunteered to paint the Bus Shelter. The fence around the Playground has been receiving attention. He met a County Right of Way Officer at the RUPP. S Mattocks attended on behalf of the Parish Council. A suggestion was made to write to the resident concerned asking for evidence if he has legal access rights over the path. Failing that, it will be a police matter as the stretch concerned does not have access rights for vehicles. According to the Right of Way Officer, bollards will not be permitted as they would prevent historical lawful access by horse and trap. An interesting point was raised that the gate at the top end would prevent such access. It was agreed for the Clerk to write to the resident concerned. The Chairman requested that he sees a draft ahead of posting. This was agreed - **Action Clerk.**

ELECTION OF VICE CHAIRMAN: V Trafford proposed A Sargeant as Vice Chairman. This was seconded by J Fincham-Jacques and unanimously carried. A Sargeant confirmed his willingness to take on the role.

NOMINATION OF REPRESENTATIVE FOR CHURCH MATTERS: This will form a regular Agenda item until filled.

NEIGHBOURHOOD PLANNING: Some new volunteers have come forward as a result of the Public Meeting recently about the Sand Hill proposal. The Chairman explained 2 people have come forward as potential Chairman for the Neighbourhood Planning Group, however, they would like to learn more about what it will involve. The Chairman was keen to get more support and explanations from the District Council. B Hurren will take this forward - **Action B Hurren.**

FINANCE: The Bank balances as at 3rd June were **£40709.83** in the Community Account, **£13377.37** in the Deposit Account and **£50340.84** in the Reserve Account making a total of **£104428.04.**

The following payments were approved: -

Cheque No.	Payee	Amount	Details
For 24th May 2019			
Funds Tr	SALC	521.75	Subscription
Funds Tr	M A Crighton	185.00	Cemetery Contract
Funds Tr	Boxford Village Hall	60.00	Hall Hire
Funds Tr	Topline Pest Control	27.50	Cemetery Contract
Funds Tr	Boxford School	25.00	Hall Hire
For 3rd June 2019			
Funds Tr	D K Hattrell	896.31	Clerk's Salary
Funds Tr	Inland Revenue Only	55.18	Clerk's ddtns & ERS NIC
Funds Tr	SCC - Pension ACC	287.51	Clerk's Pension
Funds Tr	M A Crighton	85.00	Bus Shelter clearance

The Audit Accounts and Statements were duly approved. These were proposed by the Chairman, seconded by V Trafford and unanimously carried. The forms were duly signed. The internal audit is scheduled for early July. V Trafford noted a cheap keyboard has been ordered by the Clerk due to her recent visit to the NHS Physio due to tendon pain around her elbows. RSI has been identified as the most likely cause and certain changes to the Clerk's

Work Station have been suggested and some strengthening exercises. The Parish Council were in unanimous support to getting a professional work station assessment and following up any changes necessary to support the Clerk to have a healthy working environment. The cost would be shared 3 ways due to the Clerk's employment by 3 Parish Councils. The Clerk thanked members for their support.

CORRESPONDENCE: The correspondence report was issued to members ahead of the meeting and key areas were discussed. The circulation envelope was started.

CEMETERY: The Clerk explained various enquiries have been answered during the month about interment of ashes.

REPORTS AND QUESTIONS FROM CHAIRMAN AND MEMBERS: S Mattocks raised the issue of the river behind Butchers Lane appears to flow slowly and is in need of review for weed clearance. It was agreed for the Clerk to report to the Environment Agency in view of the previous flood risk in the vicinity - **Action Clerk**. S Mattocks asked whether the ash trees in the village have been reviewed for disease. The answer was no. We haven't had a Tree Warden in place for some years now. There was potential to advertise again to fill this voluntary post. The grit retainer near the village hall has been damaged and it was agreed to include our Grit bins and replenishment as an Agenda item for next meeting as this still hasn't been resolved since the rule change at the County Council - **Action Clerk**.

The meeting closed at **9.20 p.m.**

Planning Meeting Held by Boxford Parish Council at Bell House, Boxford on Monday 3rd June 2019

The following decisions were advised from the Planning Authority: -

- a)* Discharge of Conditions Application for Clayfields Farm, Hadleigh Road - Condition 5 (Mitigation) has been approved - **DC/19/01275**.
- b)* Consent has been granted for work to protected trees at 27 Brook Hall Road - **DC/19/02080**
- c)* Planning Permission has been granted for extension with glazed linkway to home office and creation of flat roof at Silver Birch, Hadleigh Road - **DC/19/01853**.
- d)* If we haven't received notification from the Planning Authority by 21st June, we can proceed with tree work in the Churchyard to sycamore, holly and elder bush - **DC/19/01620**

The following applications were discussed: -

- 1) **DC/19/01873** – Outline for up to 80 residential dwellings on land to the East Of, Sand Hill. Objections from the Parish Council were sent on 31st May following the public

meeting where over 120 residents attended to share their views which were mainly strongly against the proposal . 27 other objectors were registered on the Planning site at the time of the Parish Council Meeting. The Planning Committee date is yet to be decided.

- 2) Application for work to protected walnut tree at Causeway House, The Causeway - **DC/19/02328 - No Objections.**
- 3) Tree work in conservation area at Old School House, School Hill - **DC/19/02027 - No Objections.**
- 4) Listed Building Consent application for internal alterations at 5 Church Street - **DC/19/02587 - No Objections.**
- 5) **Any other urgent Planning items** - Nothing was raised.