

MINUTES of the MEETING of BOXFORD PARISH COUNCIL held on Tuesday 28th September 2021 at 7.30 p.m. in Boxford Village Hall and also by Zoom Video Conferencing.

PRESENT: J Fincham-Jacques (Chairman), L Wortley, T Munson, D Warren, W Wooderson, D Hattrell (Clerk), J Finch (County Cllr), John Phillips (Go Start Community Transport) and 1 members of the public - All attended in person with no attendees via Video Conferencing.

APOLOGIES: were received from P Edwards.

DECLARATION OF INTEREST BY COUNCILLORS: D Warren reminded the meeting his property is nearby the proposed Sand Hill Development.

MINUTES OF 27TH JULY 2021: These were accepted as correct.

MATTERS ARISING FROM THE MINUTES: Nothing was raised.

PUBLIC FORUM: John Phillips from Go-Start Community Transport gave an interesting insight into their services and consideration is being given as to how they can support Boxford. T Munson agreed to take this forward. A resident attending thanked the Playing Field Committee for installing a concrete walkway to the Playground and the Parish Council for the new hand rails to the Cemetery. He stated that the Bus Shelter and telephone kiosk were in need of attention. He wondered whether plans were in hand to mark the Jubilee and suggested a new Clock face or featuring water pumps as ideas. He was concerned about the lack of thoroughness of sweeping in the centre of the Village and asked J Finch for any progress regarding a speed reduction.

REVIEW OF ITEMS RAISED BY THE PUBLIC: The Churchyard gates were being considered by P Edwards. It was agreed to communicate to the Community Wardens concerns about the thoroughness of sweeping in the centre of the Village - **Action Clerk.** It was agreed to remind J Finch of the locations for traffic speed monitoring - **Action Clerk.**

COUNTY COUNCIL REPORT: County Cllr James Finch attended and reported on the upturn of Covid infection rates which led to a statement by Suffolk's Director of Public Health at the end of August. He again urged regular Rapid Flow tests to be taken. All Suffolk Councils are committed to assisting vulnerable Afghan refugees. 18 Youth projects across the County have been awarded funding responding to gaps caused by the Covid crisis. The Government wrote to Councils in July 2021 setting out it's ambition to make available to County areas the kind of devolved decision making powers and public funding currently experienced by larger cities and urban areas. Suffolk welcomes early discussions as part of the levelling up agenda. Suffolk is planning various climate change events. Virtual sessions continue for Fostering and adoption. J Finch is now on the Police & Crime Commissioners Panel and reminded that he is on the Adoption Panel. He still is keeping a close eye on the Sand Hill Development proposals. He attended a meeting with the Village Hall to examine the blocked ditch in Stone Street Road. He agreed to see if Highways would assist the Parish Council to clear.

DISTRICT COUNCIL REPORT: District Cllr B Hurren was unable to attend and no report was provided.

FINANCE: The Bank balances as at 1st September 2021 were **£43445.97** in the Community Account, **£13401.85** in the Deposit Account and **£58617.28** in the Reserve Account making a total of **£115,465.10**.

The following pre-agreed payments for July were made: -

Cheque No.	Payee	Amount	Details
Funds Tr	Suffolk Tree Services	2814.00	Cemetery trees
Funds Tr	Compass Point Planning	1867.50	NP Expenses
Funds Tr	Vertas Group Ltd	1169.64	Playingfield contract
Funds Tr	Employment Costs totalled	1243.07	Salary, ERS NIC & Pension
Funds Tr	Sudbury Town Council	729.78	Sweeping Contract
Funds Tr	H Phillips	686.14	NP Expenses
Funds Tr	SALC	343.20	Internal Audit Fee
Funds Tr	M A Crighton	260.00	Cemetery Contract
Funds Tr	Stephen L Faiers	106.77	Cemetery tap
Funds Tr	Boxford Village Hall	69.00	Hall hire
Funds Tr	Mortimer Contracts	42.00	Cemetery path (June)
Funds Tr	Geosphere Ltd	97.20	Parish On-line Subs

The following pre-agreed payments for August were made: -

Cheque No.	Payee	Amount	Details
Funds Tr	Suffolk County Council	1959.92	Street Lighting
Funds Tr	Employment Costs totalled	1243.57	Salary, ERS NIC & Pension
Funds Tr	E D Corkhill	550.00	Cemetery Handrails
Fund Tr	Business Services at CAS Ltd	405.14	Parish Council Insurance
Funds Tr	M A Crighton	185.00	Cemetery Contract
Funds Tr	Mortimer Contracts	84.00	Cemetery Path(2 months)

Consideration was given to the Village Hall bill for Cemetery plumbing repairs. After discussion M Wooderson proposed that we reimburse the costs. This was seconded by T Munson and unanimously carried.

The Internal Audit Report was considered. All matters were approved, however, four recommendations were made. The Parish Council should receive reports on Income in addition to payments - **Action Clerk** to consider a process to make this happen. Quarterly Bank Statements are to be brought to meetings for signing. The next quarter will be the October Meeting - **Action Clerk** to bring the Bank Statements to the October Meeting. A formal minute is required to show the appointment of SALC as Internal Auditors - members took the opportunity to consider the continued appointment of SALC. All agreed the audit is very thorough and their expertise was important to help us continue to improve and respond to relevant changes. It was resolved to continue to instruct SALC as the Parish Councils Internal Auditors.

Finally, a Website Accessibility Statement is needed - **Action Clerk** to discuss with Webmaster Trudi.

The External Audit Report had been received with all matters approved.

NEIGHBOURHOOD PLANNING: The Neighbourhood Planning Steering Group are now reviewing the consultation responses this week ahead of the next stage.

CORRESPONDENCE: The correspondence report had been circulated ahead of the Meeting. The content was noted by members and no questions arose.

CEMETERY: Members were pleased that all projects were going well thanks to P Edwards.

URGENT REPORTS AND QUESTIONS FROM CHAIRMAN AND MEMBERS: D Warren confirmed he has been representing the Parish Council at the Village Hall Meetings. He also wanted to seek views from the Parish Council on re-introducing an over 60's Club. All agreed it would be a good idea if sufficient support. The organisers may put an article in Box River News to assess demand and also make contact with the Community Council to keep them informed. L Wortley confirmed limited progress on the Footpath leaflets and asked whether members were still supportive. They confirmed that they were.

The meeting closed at **8.56 p.m.**

Planning Meeting Held by Boxford Parish Council in Boxford Village Hall and by Video Conferencing on Tuesday 28th September 2021

The following decisions were advised from the Planning Authority: -

A) Planning Permission has been granted for a single storey rear extension at Freshfields, Calais Street - DC/21/03219.

- B)** Non material amendments were approved to change 3 doors from timber to uPVC and alterations to garage door and fenestration at Box Edge House, 3 Rules Yard - **DC/21/03908**.
- C)** Application for discharge of S106 for planning obligation in relation to the erection of the dwelling and the circumstances of its occupancy at Albany, Sand Hill. The Planning authority confirms in view of the planning legislation and policy developments, the dwelling now sits within a defined cluster and it is now not considered to be isolated and therefore there is no need to restrict occupancy - **DC/20/03456**.
- D)** The Planning Authority do not wish to object to the reduction of eucalyptus tree at The Cobblers, Stone Street - **DC/21/04015**. The Parish Council had No Objections between Meetings.
- E)** The Planning Authority do not wish to object to the reduction of ash tree at Ashlyn, Butchers Lane - **DC/21/04174**. The Parish Council had No Objections between Meetings.
- F)** The Planning Authority did not object to the pruning of silver birch tree at The Cobblers, Stone Street - **DC/21/04586**. The Parish Council had No Objections between meetings.

The following applications were discussed: -

- 1)** Land at Orchard House, Roylands Lane - Application for Approval of Reserved Matters - **DC/21/04240**. This was considered between Meetings to comply with the deadline. The Parish Council had **No Objections**.
- 2)** 22 Stone Street - Application for works to trees in a Conservation Area - **DC/21/04838**. This was considered between Meetings to comply with the deadline. The Parish Council had **No Objections**.
- 3)** Sparrows, Cox Hill, Boxford - Replacement of front and side windows - **DC/21/03941**.

The Parish Council has **No Objections**.

- 4)** 2 Hawthorn Business Park, Calais Street, Boxford - Application for prior approval to demolish buildings and replace with dwellinghouses - **DC/21/04867**.

The Parish Council has **No Objections**.

- 5)** Corylus, Sand Hill, Boxford - Conversion of existing double garage to create additional living accommodation and erection of front extension - **DC/21/04811**.

The Parish Council has **No Objections**.

- 6)** 12 Clubs Lane, Boxford - Application for works to trees in a Conservation Area - **DC/21/05185**.

The Parish Council has **No Objections**.

- 7)** Millfield, Wash Lane, Boxford - Application for two storey rear extension and a front porch extension - **DC/21/05183**.

The Parish Council has **No Objections**.

8) 4 The Causeway - Application for works to trees protected by Tree Preservation Order - DC/21/05188.

The Parish Council objects to the felling of these protected trees. Pruning to previous points would be a more sensible approach. It was agreed to quote the comments from our Tree Warden when responding to this application.

9) Any other urgent planning matters: The Chairman updated the meeting regarding the Sand Hill development application. He confirmed the traffic survey summary was sent to Babergh District Council. It is expected that this will be reviewed by the Highways Consultants and a further consultation will result. The application is unlikely to reach the Planning Committee again until at least November.