

MINUTES of the MEETING of BOXFORD PARISH COUNCIL held on Tuesday 27th June 2023 at 7.30 p.m. in the Village Hall, Boxford.

PRESENT: C Parr (Chairman), H Phillips, L Carpenter, T Munson, D Warren, H Watts, L Wortley, D Hattrell (Clerk), B Hurren (District Cllr), J Finch (County Cllr) and 4 members of the public attended in person. No video link was requested.

APOLOGIES: None were received.

DECLARATION OF INTEREST BY COUNCILLORS: None were declared.

MINUTES OF 23RD MAY 2023: These were accepted as correct. The Clerk was thanked for getting a draft out quickly to the Councillors.

MATTERS ARISING FROM THE MINUTES: Nothing was raised.

PUBLIC FORUM: A resident asked for the timescale in getting the Churchyard boundary wall restored. D Warren explained the preference is over the summer holidays next year and traffic control will be operating. Another resident raised the damaged wooden bollards at Homefield Court. This was reported between meetings to Samphire Homes. It was agreed for the Clerk to check with them the timescales - **Action Clerk *Sarah at Flagship Planning team is researching scheduling of the work 0808 169 9301 and will confirm via email.** He then went on to ask about the bin emptying and T Munson confirmed this is arranged by Babergh District Council Public Realms. He then chased the speed survey. He has been told by other residents of overgrown rural footpaths. L Wortley confirmed our Footpath Wardens are aware of the delay by the County Council in cutting these and were chasing. He finally asked about the standard of sweeping by the Community Wardens. T Munson reported on a recent meeting and that we are working with the Wardens to resolve the issues. H Watts thanked the resident for his observations. The Chairman explained about the speed survey discussions. We have the criteria from the speed team within the highway authority for consideration of a 20 mph limit and it starts with the data and then support from our County Cllr. J Finch is chasing the data in the first instance and the Chairman asked for this data within a week, whilst J Finch supports the principle of reducing the speed of traffic in Boxford, he currently does not support the cost of a 20mph limit in Ellis Street as he has read it has an average speed of 20 mph already - **Action J Finch.** L Carpenter confirmed the criteria requires a low mean speed between 20 and 24 mph. H Watts has some information from the Suffolk Constabulary on the subject which he will circulate to Councillors - **Action H Watts.**

REVIEW OF ITEMS RAISED BY THE PUBLIC: All covered during the Public Forum.

COUNTY COUNCIL REPORT: County Cllr J Finch attended and his report, issued in advance, covered the support the County Council are giving to Ukrainian refugees moving to private rented accommodation. A revised policy has been agreed by the County Council Cabinet to protect water supplies. Residents are urged to put clean and dry recycling material directly into the bins and not introduce bagged material - this is part of their #shakeitout campaign. Cllr Finch shared a moving story of one person's positive experience of fostering. Further foster care and adoption sessions continue. Locally J Finch is pleased that The Causeway was resurfaced. He thanked everyone for their involvement in the

extension to the Saturday Bus Service in Boxford. The Chairman out-lined concerns with J Finch including the condition of Butchers Lane and the Wash and gullies and drains in the Village. He wants to work with J Finch very soon to get these areas addressed.

DISTRICT COUNCIL REPORT: District Cllr B Hurren reported on the first Full Council Meeting at the District Council with David Busby as Council leader initially. The first challenge they have at the District Council is to balance the books with the increases in costs due to high inflation. Rent has needed to increase. Locally he has been heavily involved in the Bus service issues. Babergh District Council continues to invest in green technology. He is pressing for the Meeting with Flagship at the croft. He will look at the restoration of the bench outside the Cemetery as requested. He advises against a maintenance contract on communal street furniture. He will attend to the door/lock problem at Bell House.

SUB COMMITTEE'S AND REPRESENTATIVES: A planning sub-committee will be formed to provide more focus to planning applications and strategy. All decisions will be made by full Council where possible at Parish Council Meetings. The Environmental focus will be discussed at the next brainstorming session. Shared forms will continue to be circulated between meetings on planning items.

Planning applications and strategy Sub Committee

Hugh Phillips
Lisa Wortley
Louise Carpenter
Howard Watts

FINANCE: The Bank balances as at 1st June 2023 were **£48200.43** in the Community Account, **£13432.11** in the Deposit Account and **£65122.18** in the Reserve Account making a total of **£126754.72**.

The following pre-agreed payments for May: -

Cheque No.	Payee	Amount	Details
Funds Tr	Employment Costs totalled	1355.16	Salary, ERS NIC & Pension
Funds Tr	Babergh District Council	1146.79	Bin Empty Charges
Funds Tr	Vertas Group Ltd	698.22	Playing Fields Grass Contr
Funds Tr	Box River News	515.00	Locality Grant (B Hurren)
Funds Tr	M A Crighton	185.00	Cemetery Contract
Funds Tr	Babergh District Council	69.00	Brown bin for Cemetery
Funds Tr	Boxford Village Hall	69.00	April & May hall hire
Funds Tr	Mortimer Contracts Ltd	42.00	Cemetery path treatments
Funds Tr	Suffolk Tree Services	4920.00	Cemetery trees

Annual Governance and Accountability Return 2022/23

It was resolved to approve this document.

Community Infrastructure Levy Report 2022/23

It was resolved to approve this document.

Consider the principle of a grant towards a survey of the Village Hall

A request had been made by the Village Hall for a grant towards the cost of a survey to help identify and plan for necessary restoration. It was resolved to pay for the full structural survey including exposing and investigating issues up to £5000.

The cost of Neighbourhood Plan documents - see quote circulated.

The quote was approved for 15 hard copies of the Neighbourhood Planning documents. The Clerk will authorise the printing with H Phillips to arrange collection - **Action Clerk and H Phillips.**

Details of the **Coronation Finances** were shared with the Parish Council confirming a shortfall of **£3220.38** which was lower than the reserved figure. It was resolved to approve the contribution payment of this amount to the Community Council.

The Chairman sought support for making an arrangement with the Village Hall to hire the Committee Room on an on-going basis for use by sub committees. Members supported this approach and gave parameters to support the process. When a formal agreement is reached, a relevant Minute will be made.

CORRESPONDENCE: The correspondence report had been circulated ahead of the Meeting. All matters were noted.

CEMETERY: It was agreed for the Cemetery Sub Committee to carry out and document a Risk Assessment of the Churchyard and Cemetery during the Autumn each year. This will involve checking the monuments and paths etc. This feeds into our Annual Risk Management Policy.

URGENT REPORTS AND QUESTIONS FROM CHAIRMAN AND MEMBERS: T Munson explained we need agreement as to whether to proceed to collaborate with adjoining Parishes on WildFires and Emergency Planning. Whilst it is unlikely our Parish would be involved in a major incident such as a field fire, this can be seen as insurance should the worst happen. All agreed for T Munson to represent the Parish Council in this endeavour. The Chairman updated the meeting about the extension to the Saturday bus service and noted a transport needs survey will be required to help inform the next steps. Further brainstorming sessions had been arranged for 1 pm on both 3rd and 17th July. Every step needs to be made in the future to keep the Meeting finish time of 9.30 pm at the latest, however, short extensions may be approved from time to time when necessary.

The meeting closed at **9.50 p.m.**

Planning Meeting Held by Boxford Parish Council in Boxford Village Hall on **Tuesday 27th June 2023**

The following decision was advised from the Planning Authority: -

A) The Planning Authority do not wish to object to the reduction of willow in Conservation Area at The Old Bakery, 12-16 Broad Street - **DC/23/02114**.

B) The Planning Authority do not wish to object to the Conservation Area Tree application at 8 The Causeway - **DC/23/02201**.

The following applications were discussed: -

1) The Parish Council had **No Objections** to the Listed Building Application to repair and render 15 Swan Street between Meetings - **DC/23/02474**.

2) The Appeal against Refusal of farm shop, holiday cabins, car park and 7 single storey dwellings (2 affordable) at The Brewers Arms, Bower House Tye, Polstead - **DC/22/01060**.

Boxford is a neighbouring Parish to this application. Babergh District Council, the Planning Authority, had refused to grant planning permission. This Parish Council had originally objected and then changed to No Objections following consideration of views expressed by the applicant and residents who attended the public forum in support of this application and the sustainability of the Pub. This Appeal is from the applicant to challenge the Refusal by the Planning Authority and the reasons cited include the support from this Parish Council. We have had a change in members on the Parish Council following the recent Elections, so the Planning Documents were viewed afresh. Following discussion it was resolved that the reasons for refusal stated by the Planning Authority have merit and we now support the objection and will write to the Planning Inspectorate using the online link provided. The wording of our submission was delegated to H Phillips and L Wortley between meetings to circulate to their fellow Councillors for approval. The draft will be provided to the Clerk in good time ahead of the 10th July deadline - **Action H Phillips, L Wortley and Clerk**.

3) Listed Building Application for internal and external alterations at Vermont, 13 Stone Street - **DC/23/02713**.

The Parish Council had No Objections provided the heritage team are satisfied.

4) Conservation Area tree application at Mill House, 3 Church Street to reduce silver birch - **DC/23/02821**.

The Parish Council had No Objections and supported the assessment by our Tree Warden.

5) Planning Application to erect cart lodge at Plot 1 Hawthorn Business Park, Calais Street - **DC/23/02802**.

The Parish Council had No Objections providing the increased roof height will not affect light/amenity to the neighbour.

6) Catesby Appeal against refusal of outline planning for up to 64 dwellings on land to the East of Sand Hill - **DC/20/00330**.

The Chairman has requested a meeting via our District Cllr with the team looking to defend the Appeal against their Council. The Parish Council re-stated its support to the Refusal to grant Planning Consent and will support the Planning Authority to defend this Appeal. The previous Parish Council had legally challenged a Decision by the Planning Authority to approve plans for this development. In response to this challenge, the Planning Authority accepted their error and the proposals went back to the Planning Committee. The Refusal by the latest Planning Committee (Babergh District Council) is the one which is being appealed by Catesby Homes. The Parish Council had worked with Community Groups to gather evidence in support of the Refusal. L Wortley will work on a draft in defense of the current Appeal. The Planning Authority have requested a hearing as opposed to written representations. We were looking to the Planning Authority to update us on a response to that request and whether this changes the deadline for submissions. The Planning law at the time of the hearing/or decision will be relevant, not at the time of the original application. Therefore, relevant changes can be included in our representation.

7) Any other urgent planning matters - Nothing was raised.