

# 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 26<sup>th</sup> November 2024 at **7.00 p.m.** in the Village Hall, Boxford.

**PRESENT:** Cllrs L Wortley (Chair), D Warren, H Watts, P Watt & K Couling. Councillor J Finch, Z Rumsey (Clerk) and 6 members of the public attended in person for part of the meeting. No Video link was requested.

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

It was resolved to elect Cllr K Couling as Vice-Chair of the Parish Council.

**2. Apologies:**

Cllr V Strafford, DCllr B Hurren

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

None

**4. Minutes of 22<sup>nd</sup> October 2024:**

These were accepted as correct.

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

- Development at Goodlands – DCllr Hurren has confirmed via email that BDC are aware of the stage of development and the enforcement teams are in urgent discussions with the developer.
- The work on lighting in Butchers Lane has now been completed and has come in under the original budget.

**6. Questions from the Public:**

- The meeting was updated on the matter of the village buses. The bus company are still looking into further enhancements.
- A resident asked where the plaques are for the benches as it has been promised that they would be installed and it has now been some time. As DCllr Hurren was absent, the Clerk would make contact.
- The meeting was updated on the closure of the Surgery. The volunteer group has asked for a delay in the closure to allow them to engage to find out more information. This has been agreed and the matter will be going to the board at the end of January. The Surgery have shared the problems on the building and operating costs, Babergh District Council have suggested that there is a good chance that CIL funds can be used. 600 residents have now signed the petition. Councillor Finch attended a County Council Health Scrutiny Committee this month and has spoken on behalf of Boxford.

**7. District Council Report:**

DCllr Hurren was absent from the meeting but sent the following prior to the meeting:

I have emailed Ash St Rep as to setting up meeting and returning plaque and explaining PCs strategy in having the benches repaired to make them safe and fit for purpose.

To confirm that our enforcement team are in urgent discussions with Goodlands developer and will put stop notice on site if necessary to make sure the path is provided and the remaining land is handed over to the Woodland Trust. This will prevent them selling the houses and should concentrate their minds on fulfilling their obligations agreed with planning application and signed off. I am confident that this will all happen now

The planning application at the Willows for extra parking space has stalled as the owners have failed to find the owners, we have a system of dealing with this at BDC and have asked my planning colleagues for advice and will offer help to them, hopefully that will get them through this difficult log jam.

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### 8. County Council Report:

Report received from Cllr Finch prior to the meeting. Cllr Finch raised a point that it has been a year since storm Babet and they are still reporting flood incidents. The new Housing Targets have been released. Cllr Finch spoke about the parking in Church Street. The sign to put up has been approved by the house owner. Cllr Warren has confirmed that everyone has been spoken to. Cllr Finch has requested that a formal letter confirming DW's actions be sent to the residents, Clerk to action. The next step is for SCC to cost.

### 9. Finance:

#### a) Bank Signatories

It was resolved that Cllr Watts would become the new signatory. Clerk to action mandates to be filled out.

23<sup>rd</sup> October 2024 Opening Bank Balances: **£117,117.01.**

Income: **None.**

The following pre-agreed payments paid: -

Date paid	Payee	Amount	Details
30/10	Mortimer Contracts	£546.00	Cut wild flower areas and weedkill
	Boxford Village Hall	£94.50	Village Hall hire
31/10	Z Rumsey	£436.80	Clerk Salary
19/11	E.On	£34.44	Bell House Electricity
25/11	Suffolk Wildlife	£38.00	Direct debit
26/11	The White Hart	£71.30	Bus Group meeting
	Suffolk CC	£550.27	LED Lantern Unit 37 Station Hill

The sum of the payments made was **£1,771.31.**

26<sup>th</sup> November 2024 Closing Bank balances:

Community Account **£39,101.52**

Deposit Account **£42,124.77**

Reserve Account **£34,119.41**

Total of **£115,345.70**

A reconciliation of the bank was carried out by Cllr Wortley.

b) **Any other urgent Finance matters:** None

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

Boxford Fruit Farms – The matter was discussed. Cllr Wortley discussed the contents of the recent report from Babergh confirming a decision that the project was not considered to be within the scope of planning law, pointed out that this decision gave rise to various legal questions and asked Councillors if they believe the treatment of this matter should be taken further. This would ultimately involve a judicial review, as Babergh have confirmed that there is no further internal procedure to follow. A Judicial Review would cost a considerable sum. It was resolved that Boxford PC did not intend to incur costs unless there was support from other bodies, such as other parish councils. The matter to be monitored and potentially discussed at a later date.

Consider the following items: -

- [DC/24/04875](#) - **Box House, Swan Street, Boxford, Sudbury Suffolk CO10 5NZ** - *Application for works to trees in a Conservation Area* – The PC Tree Warden has inspected the tree and it was resolved to raise no objection.
- [DC/24/04948](#) - **Holly House 53 Swan Street Boxford Sudbury Suffolk CO10 5NZ** - *Notification of works to trees in a Conservation Area* – The PC Tree Warden has inspected the tree and it was resolved to raise no objection.
- [DC/24/04937](#) - **23 Swan Street Boxford CO10 5NZ** - *Application for Listed Building Consent.* – It was resolved to raise no objection.
- [DC/24/04936](#) - **23 Swan Street Boxford CO10 5NZ** - *Householder Application.* – It was resolved to raise no objection.

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- e) [DC/24/05067](#) - **Riverhall Ellis Street Boxford Sudbury Suffolk CO10 5HH** - *Notification of works to trees in a Conservation Area* - The PC Tree Warden has inspected the tree and it was resolved to raise no objection.
- f) Any other urgent planning matters.  
None

### 11. Grass maintenance plan and specification:

Tenders have been received and were opened prior to the start of the meeting. A contractor was selected. Clerk to Action signing of contracts.

### 12. Parking restriction options:

Discussed above

### 13. 20MPH speed limit:

No further update at present.

### 14. Housing Needs Survey:

The survey has ended. Nothing further to do until results are analysed.

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

Updated above.

### 16. Cox Hill Permissive Path:

No further update at present.

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

Leaf clearance is ongoing. The previously agreed additional works have been completed.

The quote for the repair to the wall has come in at £9,670, including traffic control, which is below the previously agreed budget of £10,000. It was resolved to approve the quote and arrange for the works to go ahead in the summer.

A compromise has been agreed with regards to the cutting of the grass in the churchyard. A triangular section in the middle has been left for growing wild flowers, but Natural Boxford must maintain the area.

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

A member of Natural Boxford Energy group explained the thermal camera project, part of the Suffolk and Babergh Warm Homes project. Hadleigh Heat are offering a 20 minute visit in January evenings to take some free thermal images and discuss action that might mean some cheaper bills and warmer homes. They are also doing an additional 'Ask the Expert' energy advice session on the 25th January between 10.00am and 1.00pm in the village hall.

### 19. Public Realms - regular report from subcommittee:

Nothing to report

### 20. Members' Reports:

None received

### 21. Clerk's Correspondence:

#### a) Clerks Salary update

It was resolved to agree to NALC's salary update. Clerk to Action backdating pay.

#### b) Friends of Boxford Primary School

A request has been received for donations towards new play equipment. It was resolved to offer £2000 on the basis that the school raises funds from other sources.

#### c) Headway – donation request.

It was resolved to match last year's donation.

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### **22. Dates for next year's meetings.**

Resolved, Clerk to action adding dates to website.

### **23. Request for funds from Playing Field Committee**

A budget was previously agreed to assist village committees with secretarial support. The Playing Field Committee has employed a Treasurer to take on approximately 2 hours per week and the committee are requested the funds from the budget to pay the Treasurer. It was resolved to approve the request.

### **24. Christmas**

#### **a) Tree**

It was resolved to budget £500 for the tree, as per last year. Clerk to Action to call Sudbury Trees to arrange a tree.

#### **b) Lights**

Suffolk Street Lighting have emailed to enquire what the village would like to do with the street lighting over the Christmas period. It was resolved to go with last year and leave the lights on Christmas eve into Christmas day and New year's eve into New year's day.

**The chair declared the meeting closed at 20.50.**