

BOXFORD PARISH COUNCIL

MINUTES of the MEETING

held on Tuesday 25th August 2026 at 7.00p.m. in the Village Hall, Boxford.

PRESENT: Cllrs D Warren (Chair), C Parr, H Watts, John King, A Troke, C Lawson, A Macmillan and S Setterfield. Z Rumsey (Clerk), CCllr Robert Lindsay and DCllr Hurren. 3 members of the public attended in person for part of the meeting.

1. Apologies of Absence

Cllrs C Jackson. Apologies were accepted.

2. Receive Declarations of Interest and requests for dispensation from Councillors

None received.

3. To resolve that the Minutes of the meeting of the council held on Tuesday 28th July 2026 are a true and correct record.

A change was raised by a member of the public, section 17 should read rector, not vicar. This was changed. It was resolved to accept the minutes as correct and these were signed by the Chair.

4. Matters Arising from the Minutes

None.

5. Receive reports from

a) District Councillor

DCllr Hurren sent the attached report prior to the meeting, the chair asked members if there were any questions regarding the report, which there were none.

Cllr Macmillan asked Bryn to look into whether BDC were able to collect Sharps bins, as it was becoming increasingly difficult to dispose of the waste.

b) County Councillor

CCllr Lindsay sent the attached report prior to the meeting.

Cllr MacMillan wished to offer thanks to CCllr Lindsay for his response in clearing footpaths and filling pot holes.

Councillors commented that the decision from Highways regarding the dead tree is not deemed acceptable. It is thought that CCllr Lindsay should write to residents to inform them.

6. Public Participation – Views / Questions from the Public

A resident wished to thank whoever has pruned the trees in Fen Street.

It was commented that the centre of the village needs sweeping as it is looking a mess. Cllr Warren suggested that the PC contractor could have a tidy up around the centre of the village. **Action:** Cllr Warren

It was raised that the minutes of meetings should include details of comments raised by members of the public.

A resident referred to an anonymous letter in the BRN that responds to comments made at a previous PC meeting, the resident wished to know if the letter was written by a member of the PC.

A resident raised concern that there continues to be lack of transparency regarding Car Park. Cllr Parr commented that there is no information to report as yet but it is hopeful to be an agenda item in the September meeting.

A resident commented on the Planning Application and specifically the proposed parking at The Fleece and urged the PC to not object to the application. It was responded that the Parish Council were not objecting to the application and were working with the Planning department at BDC on the matter.

7. Review of previous Action Points

None.

8. Finance

a) *RFO Report – Note bank balances, income received & outgoings and bank reconciliation.*

22nd July 2026 Opening Bank Balances: £137,613.69

Income:

£132.00 Cemetery fee

£132.00 Cemetery fee

£264.00 Total

The following pre-agreed payments paid: -

Date paid	Payee	Amount	Details
30/07/2026	Babergh District Council	£2,851.20	Waste removal
30/07/2026	Zoe Rumsey	£477.81	Clerks Salary
	Unity Bank	£7.00	Bank Fee
18/08/2026	E.ON	£32.55	Bell House Electricity

The sum of the payments: **£3,368.56**

19th August 2026 Closing Bank balances:

Community Account £51,184.75

Deposit Account £35,012.71

Reserve Account £48,311.67

Total **£134,509.13**

Opening balance + Income - Outgoings £134,509.13

Cllr Parr updated members on the total reserves currently held by the PC for the benefit of resolutions to be made later in the meeting, there are currently unallocated funds of £54,000.

b) *Authorise payments for invoices received since the last meeting*

None

9. Planning

a) *Report on Decisions from the Planning Authority.*

DC/26/01761 Willow Cottage, Stone Street – Grant

DC/26/01762 Willow Cottage, Stone Street – Grant

DC/26/01919 Boxford House, Stone Street – Approval

DC/26/03107 22 Stone Street – Approval

DC/26/03111 22 Stone Street – Approval

b) *Consider the following items: -*

DC/26/03093 – Hill Farm, Brick Kiln Hill, Boxford, In the Parish of Polstead CO10 5NY – Planning Application. Use of land for the siting of 9 lodges (mobile homes).

It was resolved to raise no objection but to stipulate conditions regarding temporary permission, the use for employees only and new planting along Brick Kiln Hill.

c) *Any urgent planning matters.*

None

Planning applications can be found on the [Babergh District Council Planning Portal](#).

10. To resolve the 20mph speed limit proposal for progression

It was resolved to accept the quote of £30,000 and to progress the proposal to the next stage for all areas. **Action:** Clerk to notify CCllr Lindsay of decision to move forward. Cllr Parr to contact CCllr Lindsay to discuss details.

Cllr MacMillan requested that Calais Street be included in the scheme. It was commented that it was not possible to be included in this scheme but could be looked into in the future.

11. To resolve the purchase & installation of signage along A1071/ Stone Street

It was resolved to accept the quote of up to £3,165 from SCC to go ahead with the proposal to correct and relocate the signage along Stone Street and the A1071. **Action:** Clerk to advise CCllr Lindsay of the decision, Cllr Parr to liaise with CCllr Lindsay further.

12. To resolve the purchase & installation of safety railings for pedestrian crossing on A1071

It was resolved to go ahead with making an application to Highways to progress the project at the approximate cost of £5,000. **Action:** Cllr Parr to liaise with CCllr Lindsay

13. To resolve the purchase of spring bulbs

It was resolved to purchase bulbs with a limit of £500 - **Action:** Cllr Setterfield

14. Clerks Correspondence

It has been reported that a large vehicle has struck the side of the property on Stone Street leaving considerable damage. The resident has asked for PC's assistance to find out who was responsible, it is thought to be a local farmer or agricultural company. The Clerk has advised that the PC could not assist but recommended the police be contacted for crime number etc. The resident asked about 20mph proposal, the Clerk updated on the proposal for this evening's meeting.

Tina Loose has made contact to inform the Clerk that the work on the documentation in Bell House has been deferred until weather has cooled.

The Village Hall Treasurer is stepping down at the end of the month; Nick Moore will temporarily be taking over until a permanent replacement is sought.

The village hall roof has leaked and the ceiling has subsequently collapsed; the kitchen is therefore out of bounds until further notice.

All other matters have been discussed as an agenda item.

15. Members Reports

Cllr Macmillan reported that there is a missing sign at Calais Street to the bypass and others are covered by overgrown Trees. The Clerk advised that this be mentioned to CCllr Lindsay and is reported on the Highways Online Portal.

Cllr Setterfield reported that the drain is blocked on Butchers Lane. It was commented that this is an annual problem due to the hay being transported. DCllr Hurren will report the problem.

Cllr Lawson commented that the footpath on School Hill needs to be cut back again and more so than before. Cllr Warren advised that the contractor has already been informed and is due to undertake the works.

The open meeting was closed to the public at 20.30.

16. Closed session

Members were updated on a recent meeting held with trustees of the land at Stone Street Road regarding the village Car Park. It is hoped the formal figures will be available to be added to the agenda for the September meeting.

Date of next meeting – Tuesday 22nd September 2026. The meeting has been subsequently changed to Tuesday 29th September 2026.

The meeting was closed at 21.00

Signed.....

Date.....