

BOXFORD PARISH COUNCIL

MINUTES of the MEETING

held on Tuesday 23rd June 2026 at 7.00p.m. in the Village Hall, Boxford.

PRESENT: Cllrs D Warren (Chair), C Parr, H Watts, John King and A Troke (from 19.05). Z Rumsey (Clerk), CCllr Robert Lindsay and DCllr Hurren (from 19.30). 3 members of the public attended in person for part of the meeting.

1. Apologies of Absence

Cllrs C Lawson and C Jackson

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 26th May 2026 are a true and correct record.

It was resolved to accept the minutes as correct and these were signed by the Chair.

4. Matters Arising from the Minutes

Works around the village that were allocated to the Contractor were not quite finished at the time of the meeting, Cllr Warren has written to them to ask for works to be completed.

A response was received from DCllr Hurren regarding the parking wardens, noticeboard and land at Goodlands but it was felt that the issues were not resolved.

5. Election of Vice-Chair

Postponed to the next meeting

6. Co-option of new Councillor(s)

It was resolved to co-opt two new members, Andrew Macmillan and Sarah Setterfield.

7. Public Participation – Views / Questions from the Public

It was reported that the land at top of School Hill is overgrown. It was suggested that it is the responsibility of WI to maintain this parcel of land. **Action:** Clerk to make contact.

A resident advised that there is a dead tree around Ash Street / Fen Street, it was commented that this is the responsibility of BDC. **Action:** DCllr Hurren

Concerns raised regarding proposed car park behind the cemetery. The concerns were noted.

8. Receive reports from District & County Councillors

CCllr Lindsay sent the attached report prior to the meeting and updated the meeting on the following items:

20mph scheme; the costs will be circa 30k, a commitment is required from PC before design works are started. Cllr Parr recommended putting out a consultation first ASAP, to gauge approval from residents, i.e. leaflet drop / social media etc. **Action:** Cllr Warren to arrange letter drop.

Yellow lines; the matter of the new yellow lines for Church Street is going through the process, the Clerk confirmed that a response has been sent to go ahead with legal process. Any other faded white lines must be put on Highways reporting tool. **Action:** Cllr King to report all road areas that need repainting on Suffolk Reporting tool.

Crossing over A1071; SCC Highways are looking into funding etc. It may be up to PC to fund. Cllr Troke commented that it is a safety issue so surely responsibility of Highways. CCllr Lindsay advised that there is no Highways budget for Safety – this is questioned.

DCllr Hurren sent the attached report prior to the meeting and updated the meeting on the following items:

Parking enforcement; DCllr Hurren expects to receive each month to confirm that parking wardens have patrolled the parish.

Goodlands; The question was asked whether the landowner has agreed to transfer the land to the Woodland Trust? DCllr Hurren advised that the landowner has agreed and the matter is with the solicitors and going through the process.

DCllr Hurren also commented on the new waste collection service; he reported that 116 tonnes food waste in the first week.

DCllr Hurren advised that the locality budget 1k available for suitable project within the parish.

DCllr Hurren responded to the action required for the crossing over the A1071, advising that there is a footpath under the A1071 which can be cleared and a footpath connected into village. Councillors will go to the site to look prior to next meeting and report back on the feasibility of the project.

9. Review of previous Action Points

Nothing further to add.

10. Finance

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

20th May 2026 Opening Bank Balances: £140,694.73

Income:

£2,748.52 VAT return payment

£390.00 Cemetery fee

£3,138.52 Total

The following pre-agreed payments paid: -

Date paid	Payee	Amount	Details
29/05/2026	Zoe Rumsey	£477.81	Clerks Salary
31/05/2026	Unity Bank	£7.00	Bank Fee
03/06/2026	SALC	£541.22	Subscription
	Boxford Village Hall	£41.00	Hall hire
	Mortimer Contracts	£2,044.80	Public Realm contractor
	Boxford Friendship Group	£40.00	APM contribution
	HMRC	£146.43	PAYE
17/06/2026	E.ON	£32.55	Bell House Electricity

The sum of the payments: **£3,330.81**

18th June 2026 Closing Bank balances:

Community Account £57,581.20

Deposit Account £34,843.31

Reserve Account £48,077.93

Total **£140,502.44**

Opening balance + Income - Outgoings £140,502.44

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

SALC Internal Audit £410.40

Scribe Cemetery £27.60

BRN £550

11. Planning

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

DC/26/01410 Cygnet House, Swan Street – Grant

DC/26/01855 Brookside, Ash Street – Grant

b) Consider the following items: -

DC/26/02462 - Brookside, Ash Street, Boxford – Full Planning Application - Change of use from part residential (C3) / part office to Class E(g) medical centre, including associated parking and turning, external alterations to fenestration/layout and part external cladding to existing brickwork.

It was resolved to make no objection.

DC/26/02428 - 20 Broad Street, Boxford – Application for Listed Building Consent. Demolition of rear extension. Construction of a single-storey rear extension. Restoration and refurbishment of the building. Make the 2nd floor habitable. Add back dormer windows and installing 3no conservation skylights. Restoration of roof. Formation of new staircase from 1st floor to attic space.

It was resolved to make no objection.

DC/26/02427 - 20 Broad Street, Boxford – Householder Application. Demolition of rear extension. Construction of a single-storey rear extension. Restoration and refurbishment of the building. Make the 2nd floor habitable. Add back dormer windows and installing 3no conservation skylights. Restoration of roof. Formation of new staircase from 1st floor to attic space.

It was resolved to make no objection.

c) Any urgent planning matters.

A response has been received from the Planning Department regarding the application at The Fleece; it was felt that it does not answer questions previously raised. It was requested that DCllr Hurren to speak with Planning. **Action:** DCllr Hurren

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

12. Update on 20mph speed limit

This was discussed at Agenda item 8.

13. Clerks Correspondence

An email has been received regarding overgrowth at Partridge Close, it was commented that this may be under Groton PC or BDC jurisdiction.

14. Members Reports

Cllr Parr reported that the Community Planning Team are due to meet regarding the call for sites. The County Council will be meeting with the volunteer group regarding the bus services. A meeting is to be had with the owners at Stone Street regarding the car park. The Playing Field management committee have identified repairs and maintenance works required on one of the buildings. It has been asked if the PC would make a contribution from the Playing Fields grant. This was agreed in principal and would be discussed once the formal application was received.

Date of next meeting – Tuesday 28th July 2026

The meeting was closed at 20.37

Signed.....

Date.....

DRAFT