

MINUTES of the MEETING of BOXFORD PARISH COUNCIL held on Monday 1st February 2016 at 7.30 p.m. in Bell House, Stone Street Road, Boxford.

PRESENT: J Fincham-Jacques (Chairman), R Balls, S Impett, S Green, D Waspe, J Moles, A Sargeant, C Hughes, D Hattrell (Clerk), B Hurren (District Cllr) and 3 members of the public.

APOLOGIES: D Talbot-Clarke.

DECLARATION OF INTEREST BY COUNCILLORS: Nothing was declared.

MINUTES OF 18th JANUARY 2016: Accepted as correct.

MATTERS ARISING FROM THE MINUTES: S Green asked about the School Headmaster leaving. It was noted he is returning home to his previous role.

QUESTIONS FROM THE PUBLIC: Ward Baker from the Community Council confirmed that they are looking to re-launch their website and was concerned about the possibility of the village having too many websites. He had no trace of the Minutes forwarded to him some time ago for inclusion on the Community Council site. Trudi Wild introduced her venture and said she was happy to liaise with Ward Baker in this regard. R Gates confirmed the Assington Lane sign post had been repaired. However, the Wash Lane pot holes in the ford are still present and dangerous. Members agreed that the website could go live and it was agreed for the Clerk to send a list of meeting dates and thereafter look out any documents required by the transparency code. This code does not apply directly to this Parish Council but it is good practice to follow the guidelines.

REVIEW OF ITEMS RAISED BY THE PUBLIC: J moles agreed to chase repairs to the Wash Lane pot holes in liaison with D Stiff at the County Council - **Action J Moles**. The Clerk is to check with K Verlander, Right of Way Officer at the County Council, the wording under the permissive path agreement on the Stone Street Link path in relation to Public Liability Insurance. If it requires the Parish Council to provide the Insurance, then the Clerk should check with our Insurers - **Action Clerk**. Various documents are to be sent to Trudi Wild for the website - **Action Clerk**.

POLICE REPORT: A police representative was unable to attend.

COUNTY COUNCIL REPORT: County Councillor James Finch was unable to attend and no report was provided.

DISTRICT COUNCIL REPORT: Cllr Bryn Hurren attended the meeting and confirmed budget setting continues and it seems that whilst an increase of just under 2% has been considered, the District Council may vote to increase even higher in view of increasing financial pressures. The County Council are looking to increase their element this year to fund the increase in the living wage. Planning continues to be contentious across the District. He is pursuing the business signage for the by-pass and will report back at next meeting. Following his report B Hurren was questioned on the plans at the District Council in relation to their premises and also the option to charge for short stay parking in Sudbury and Hadleigh. There was nothing further to report at this stage.

PROCEDURE FOR LOCAL NEEDS HOUSING ALLOCATION: It was agreed for B Hurren to provide the full procedure in this regard and for the Clerk to supply a notice for Box River News and the website.

CORRESPONDENCE: The correspondence report had been circulated ahead of the meeting and members had noted the on-going progress of each item. It was agreed to check whether the netting in the bus shelter had been completed in both sides and also to ask M Crighton to cut back the ivy and climbers from the bus shelter to stop them encroaching the roof - **Action Clerk.**

FINANCE: The Bank balances as at 1st February 2016 were £25958.60 in the Community Account, £13328.44 in the Deposit Account and £38051.71 in the Reserve Account making a total of £77338.75.

The following payments were approved: -

Cheque No.	Payee	Amount	Details
Funds Tr	D K Hattrell	805.75	Clerk's Salary
Funds Tr	Inland Revenue Only	53.39	Clerk's ddtns & ERS NIC
Funds Tr	SCC – Pension ACC	252.59	Clerk's Pension
Funds Tr	Chris Mortimer	162.00	Street Cleaning
Funds Tr	Suffolk County Council	1804.84	Street Lighting Power & Maintenance
Funds Tr	Vertas Group	436.28	Playing field grass contract
Funds Tr	Three Parish Response	50.00	Maintenance of Defibrillator

FINALISING LED STREET LIGHTING PROJECT: It was agreed to upgrade the remaining lights on School Hill, Stone Street and Cox Hill. The lights in Ellis Street will not be changed - **Action Clerk to finalise the project.**

CEMETERY: The recent burial information was shared with members and it was agreed for the Cemetery Sub Committee to monitor the condition of the path following the moss treatment.

NEIGHBOURHOOD PLANNING: It was agreed to chase Boxford School for a response regarding the availability of the school hall - **Action Clerk.**

REPORTS AND QUESTIONS FROM CHAIRMAN AND MEMBERS: J Moles reported further issues with inappropriate parking in Homefield due to the football. At the recent match day, no signs were put out leading to issues - **Action Clerk to advise D Burden.** J Moles has arranged a site meeting with D Stiff, County Highways to consider the surface of Homefield and reported that it has dropped half an inch since Christmas. J Moles will chase the work at the ford in Wash Lane at the same time. It was agreed for J Moles to collate details of necessary expenses for Emergency Planning as external funding seems limited. It was agreed to include as an Agenda item for the March full meeting - **Action Clerk.** It was agreed to report the drainage issue at Weavers House created by the Goodlands development to Planning Enforcement - **Action Clerk.** It was agreed for S Green to email a list of potential Electricians to assess Bell House - **Action S Green.**

The meeting closed at 9.40 p.m.

Planning Meeting Held by Boxford Parish Council at Bell House, Boxford on Monday 1st February 2016

The following applications were discussed: -

a) **B/16/00062** - Work to various protected trees at Riverhall, Ellis Street. The Parish Council had **No Objections.**

b) **B/16/00072** - Proposal to fell oak tree in Cemetery near the Village Hall. This work was authorised by the Parish Council subject to the appropriate permission so the Parish Council had **No Objections**.

c) **B/16/00096** - Proposal to cut back hazel tree at 9 Broad Street. The Parish Council had **No Objections**.

d) **B/15/01421** - Application for Listed Building Consent to erect boundary walls replacing existing willow fence at 32 Stone Street. The Parish Council had **No Objections**.

e) **B/16/00074** - Notification to change use from B1(a) office to C3 dwelling at Cygnet Court, Swan Street. It was agreed to include as an Agenda item at the next meeting on 15th February.

f) **B/16/00108** - Proposal for first floor rear extension, ground floor front extension and elevational alterations (including new first floor side window) at Fleur Cottage, 19 Fen Street. It was agreed to include as an Agenda item at the next meeting on 15th February.