

MINUTES of the ANNUAL MEETING of BOXFORD PARISH COUNCIL held on Tuesday 3rd May 2016 at 7.30 p.m. in Bell House, Stone Street Road, Boxford.

SENT: J Fincham-Jacques, A Sargeant, J Moles, C Hughes, R Balls, S Impett, S Green, D Talbot Clarke, D Hattrell (Clerk), B Hurren (District Cllr) and 8 members of the public.

ELECTION OF CHAIRMAN: J Fincham-Jacques confirmed his willingness to continue as Chairman. The resolution for J Fincham-Jacques to continue as Chairman was carried.

DECLARATION OF ACCEPTANCE OF OFFICE: J Fincham-Jacques duly signed the Declaration of Acceptance of Office as Chairman.

APOLOGIES: were received from D Waspe

PUBLIC FORUM: Alex Moore da Luz attended to provide details of habitat enhancement work on the River Box at Peyton Hall. The property owner and a representative from the Environment Agency also attended. Following his presentation he was questioned about on-going maintenance following the scheme and any potential increased flood risk. The flood aspect should take into consideration the on-going development in the village. He took down details of concerns and contacts and agreed to carry out some further research. The Environment Agency will consider any issue relating to flooding. Providing the scheme gets the go ahead they are hoping to start work in the autumn. Leslie Short attended from Artisan Planning with some colleagues from Landex to outline a potential phase II at Goodlands. Following his presentation the traffic issues at that side of the village were discussed including the results of a traffic survey and the stance of this Parish Council against further development in that part of the village. L Short confirmed it was the logical next step following the first phase and wanted to listen to feedback on the type of dwellings which could bring a a further element of affordability into this sustainable village. Various feasibility studies will feature including traffic, surface water and ecology. New development would also contribute to the infrastructure. The water run-off from the first stage that is already causing difficulties locally was then discussed.

On other matters W Baker from the Community Council asked the Parish Council if they could join them with the fireworks again. He also mentioned the possibility of doing something in memory of Percy Fletcher and finally he out-lined the potential costs of the Street Party and noted it was an Agenda item for the Parish Council to consider.

REVIEW OF ITEMS RAISED BY THE PUBLIC: It was agreed to include two agenda items for next meeting of the "Fireworks" and the possibility of the Parish Council doing something in memory of Percy Fletcher - **Action Clerk to include on the Agenda.**

ELECTION OF VICE CHAIRMAN: J Moles proposed R Balls as Vice Chairman. This was seconded by S Green and unanimously carried.

NOMINATION OF REPRESENTATIVES AND COMMITTEE MEMBERS: The Cemetery Sub Committee was agreed as S Impett and A Sargeant, J Moles will take over as Village Hall Representative, SALC representation will form an Agenda item next time - **Action Clerk.** D Waspe to continue as Boxford Society representative unless he states otherwise and S Green is happy to continue in this role. D Talbot-Clarke will continue on the Community Council. S Green will continue with the Car Scheme.

DECLARATION OF INTEREST BY COUNCILLORS: D Talbot-Clarke confirmed he is a member of the Community Council Committee in respect of the item to consider a contribution towards the Street Party.

MINUTES OF 12th APRIL 2016: Accepted as correct.

MATTERS ARISING FROM THE MINUTES: Nothing was raised.

POLICE REPORT: No report was provided, however, S Green had made enquiries first at Sudbury Police Station and then on the telephone. The PCSO's no longer work after 6.00 p.m. and reports of non urgent incidents are still to be reported via 101.

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

DISTRICT COUNCIL REPORT: Cllr Bryn Hurren attended and confirmed the Chief Executive at the District Councils is leaving to go to a new post. A representative from Babergh Planning is looking to come out to a Parish Council Meeting to liaise regarding Cygnet Court and Goodlands. He continues to work with the Playingfield Committee in relation to their project for a new cricket wicket and he asked for this to be put on the Agenda for the next full meeting for the Parish Council to consider whether they support the 106 grant monies to be spent in this way. This was agreed - **Action Clerk**. B Hurren has been trying to get the vehicles for sale moved on from the School Hill junction. Another open day is being organised at Station Field, Sand Hill.

CORRESPONDENCE: The correspondence report was issued to members ahead of the meeting and key areas were discussed. The circulation envelope was started.

SIGNS FOR VILLAGE BUSINESSES: Following discussion about the various merits of different signage on the by-pass, D Talbot-Clarke proposed this Council proceeds with the County signs suggested. S Impett seconded this proposal which was duly carried. It was agreed for the Clerk to advise James Finch to go ahead - **Action Clerk**. This will still allow discussion about private signage on private land for the future.

FINANCE: The Bank balances as at 2nd May were £33920.71 in the Community Account, £13330.10 in the Deposit Account and £38965.42 in the Reserve Account making a total of £86216.23.

The following payments were approved: -

| Cheque No. | Payee | Amount | Details |
|-------------------|------------------------|---------------|-------------------------|
| Funds Tr | Suffolk County Council | 4249.86 | Street Lights |
| Funds Tr | D K Hattrell | 803.72 | Clerk's Salary |
| Funds Tr | Inland Revenue Only | 45.50 | Clerk's ddtns & ERS NIC |
| Funds Tr | SCC - Pension ACC | 261.10 | Clerk's Pension |
| Funds Tr | Mortimer Contracts | 180.00 | Litter/sweeping |
| Funds Tr | M A Crighton | 185.00 | Cemetery Contract |

The End of Year Accounts for year ending 31st March 2016 and Audit Submission were duly approved. A contribution of £500 was approved towards the Street Party. The Street lighting invoice was approved. The Electrical quote from Ken Grimes to upgrade the electrics at Bell House was authorised - **Action Clerk**.

CEMETERY: It was noted that the Tree Surgeon can no longer fell the oak tree in the Cemetery behind the Village Hall. It was agreed to obtain alternative quotes. Permission had already been gained from the District Council - **Action Clerk**.

NEW STANDING ORDERS: D Talbot-Clarke proposed adoption of the new template with the inclusion of a more detailed section to be lifted from our current Standing Orders. We

also need to agree and stipulate the length of time each member of the public are allowed to speak at the start of the meetings. It was agreed to include on the Agenda for the next full meeting - **Action Clerk**.

REPORTS AND QUESTIONS FROM CHAIRMAN AND MEMBERS: Further reports were made of the disruption at Homefield during football matches due to parking issues. Different solutions are being considered by the Playing field Committee. It was agreed to consider the adequacy of lighting at Brook Hall Road. It was agreed for D Talbot-Clarke and the Clerk to ensure that information literature received that may assist the Community Council is sent to them.

The meeting closed at 10.10 p.m.

Planning Meeting Held by Boxford Parish Council at Bell House, Boxford on Tuesday 3rd May 2016

The following decisions were advised from the Planning Authority: -

- a)* **B/15/01420/FHA** – Approval had been granted for boundary walls to replace willow fence at 32 Stone Street.
- b)* **B/16/00148/FHA** – Permission had been granted for extension to garage to provide cartlodge and woodstore at 15 Boxford Lane.
- c)* **B/16/00108/FHA** – Permission had been granted for extensions to Fleur Cottage, 19 Fen Street.
- d)* **B/16/00229/FUL** – Permission had been granted to erect poly tunnels at Shakers Hall, Sand Hill.

- e) **B/14/01259** – An amendment for information only had been confirmed by the Planning Authority of extension of branch road between plots 19 and 20 to the site boundary and insertion of field gate at Land East of Boxford Court, Sand Hill.

The following applications were discussed: -

- 1) **B/16/00557** – Consulted as adjoining Parish on Proposed agricultural storage barn on land east of White Street Green. **No Objections.**
- 2) **B/16/00575** - Proposed work to protected walnut and lime trees at Causeway House. **No Objections.**