

**MINUTES of the MEETING of BOXFORD PARISH COUNCIL** held on Monday 9th January 2017 at 7.30 p.m. in Bell House, Stone Street Road, Boxford.

**PRESENT:** J Fincham-Jacques (Chairman), R Balls, C Hughes, S Impett, D Waspe, D Talbot Clarke, A Sargeant, V Strafford, D Hattrell (Clerk), J Finch (County Cllr) and 2 members of the public (including M Wooderson).

**APOLOGIES:** B Hurren (District Cllr).

**CO-OPTION OF MEMBER:** Members invited Mathew Wooderson to be co-opted onto the Council following an interview process in November and developments since. During December, the District Council had confirmed the Parish Council was free to co-opt a new member to fill the remaining vacancy. The process was then agreed by full Council which led to the invitation to Mathew Wooderson. He confirmed his willingness to join the Parish Council. He joined the meeting and signed the Declaration of Acceptance of Office form. The Council is now up to full strength again and were impressed with the quality of candidates who had put themselves forward on this occasion.

**DECLARATION OF INTEREST BY COUNCILLORS:** Nothing was declared.

**MINUTES OF 19TH DECEMBER 2016:** Accepted as correct.

**MATTERS ARISING FROM THE MINUTES:** Nothing was raised.

**QUESTIONS FROM THE PUBLIC:** A representative from the Church attended and thanked the Parish Council for providing a Christmas tree for the Churchyard again. He thanked A Sargeant for representing the Parish Council at a meeting at the Churchyard to discuss maintenance issues. He confirmed that parking in the vicinity remains a problem forcing people through the Churchyard. He asked members to consider a grant towards the insurance of the Church. It was confirmed that this was an Agenda item under Finance.

**REVIEW OF ITEMS RAISED BY THE PUBLIC:** Not applicable.

**COUNTY COUNCIL REPORT:** County Councillor James Finch attended, however no written report was provided. However he mentioned winter gritting, changes to Park and Ride in Ipswich, the temporary closure of the Orwell bridge and the feasibility stage of the potential sudbury relief road. He was questioned on the faded yellow lines which have been reported on-line.

**DISTRICT COUNCIL REPORT:** Cllr Bryn Hurren had sent his apologies

**CORRESPONDENCE:** The correspondence report had been circulated ahead of the meeting and members had noted the on-going progress of each item. A letter from a resident was discussed. It was agreed to clear Sand Hill of leaves and litter from the Cox Hill junction to Station Field. There were no plans to do anything about the verges at the entrance to Station Field. The faded yellow lines at Swan Street/Broad Street and Church Road junction had been reported on-line. It was agreed for the Clerk to reply to the resident - **Action Clerk.**

**FINANCE:** The Bank balances as at 9th January 2017 were £23285.90 in the Community Account, £13335.08 in the Deposit Account and £41404.24 in the Reserve Account making a total of £78025.22. A contribution towards the insurance costs of the Church was discussed. Following discussion S Impett proposed £1750, the same amount as last year. This was seconded by R Balls and unanimously carried. The Precept form was duly completed.

The following payments were approved: -

<b>Cheque No.</b>	<b>Payee</b>	<b>Amount</b>	<b>Details</b>
Funds Tr	D K Hattrell	835.58	Clerk's Salary
Funds Tr	Inland Revenue Only	47.68	Clerk's ddtns & ERS NIC
Funds Tr	SCC – Pension ACC	263.70	Clerk's Pension
Funds Tr	M A Crighton	210.00	Cemetery
Funds Tr	Suffolk County Council	203.49	Local Shops signs
Funds Tr	Mortimer Contracts	198.00	Sweeping
Funds Tr	Vertas	485.44	Playingfield

**CEMETERY:** Memorial applications in the names of Wheeler and Stacey were considered and duly approved - **Action Clerk to advise the Monumental Masonry providers accordingly.** Details of the legal topic note on responsibility for maintenance of closed churchyards had been circulated. The Clerk had been working on a plan identifying plots in the cremation area which will help record keeping and future allocation. She has also researched a provider of the metal number markers. It was agreed to consider a larger number of markers if discount can be achieved. The Clerk is to make enquiries - **Action Clerk.**

**VILLAGE CAR PARK:** This item was discussed and it was believed an extra 50 spaces would significantly improve the situation in the village. It is believed either the County or District Councils may be able to assist or suggest a suitable surveyor/contractor to assess potential sites. The actions agreed at this stage to progress matters included discussion with the White Hart over the possibility of leasing their carpark during the day - **Action V Strafford.** All members agreed to identify any land worthy of consideration for a car park - **Action All.** R Balls agreed to look at previous records of earlier attempts at a Village Car Park - **Action R Balls.** This will remain an Agenda item - **Action Clerk.**

**RESERVING POLICIES:** It was agreed for the Clerk to circulate information of an acceptable Reserving Policy for members to consider. This will remain an Agenda item - **Action Clerk.**

**STREET LIGHT FOR SAND HILL:** It was agreed not to proceed with a new light at this stage, however, to review the improvements to the footpath in the vicinity once completed - **Action All.**

**REPORTS AND QUESTIONS FROM CHAIRMAN AND MEMBERS:** D Talbot Clarke reminded the meeting that he had volunteered to cover SALC meetings where possible. It was agreed to circulate Agenda to all members when received - **Action Clerk.** D Talbot Clarke reported on complaints about the lack of reports in Box River News. The Clerk has since reviewed the last 8 months and 7 reports were provided. It was agreed to put a regular item in Box River News confirming full Minutes are provided on the website - **Action Clerk.** The tight deadline following the full meetings was mentioned and the aim of providing timely information to Parishioners. V Strafford reported anti-social behaviour in the form of noisy cars. It was noted these incidents should be reported to the police. A Sargeant agreed to look at the tree overhanging the pavement at the old Homefield flats - **Action A Sargeant.**

The meeting closed at **9.55 p.m.**

**Planning Meeting Held by Boxford Parish Council at Bell House, Boxford on Monday 9th January 2017**

**The following decision was advised by the Planning Authority: -**

Work can proceed to trees at Twelve, 12 The Causeway - **B/16/01640/TCA**

**The following applications were discussed: -**

A) **B/16/01679** - Application for single storey front and single storey side/rear extensions and alterations to existing dormer at 1 The Causeway. **No Objections**

B) **B/16/01711** - Tree application to reduce lower boughs by a third to 1 oak tree at 5 Fitzgerald Meadow. **No Objections.**

C) **B/16/01712** - Tree application to reduce willow to stump at The Spinney, Fen Street. **No Objections.**

D) It was agreed to accept the offer to meet Philip Isbell - Professional Lead - Growth & Sustainable Planning at the District Council. Some suggested dates were put forward - **Action Clerk.**