

MINUTES of the ANNUAL MEETING of BOXFORD PARISH COUNCIL held on Tuesday 2nd May 2017 at 7.30 p.m. in Bell House, Stone Street Road, Boxford.

PRESENT: J Fincham-Jacques, A Sargeant, C Hughes, R Balls, S Impett, D Talbot Clarke, D Waspe, M Wooderson, V Strafford, and D Hattrell (Clerk).

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 B Hurren and J Finch.

PUBLIC FORUM: No items were raised as there were no members of the public present.

REVIEW OF ITEMS RAISED BY THE PUBLIC: Not applicable.

ELECTION OF VICE CHAIRMAN: D Talbot Clarke was nominated and he confirmed his willingness to take on the role. The resolution was duly carried.

NOMINATION OF REPRESENTATIVES AND COMMITTEE MEMBERS: The Cemetery Sub Committee was agreed as A Sargeant and V Strafford, R Balls will take over as Village Hall Representative, D Talbot Clarke will be the SALC representation. D Waspe to continue as Boxford Society representative. D Talbot-Clarke will continue on the Community Council. V Strafford will represent the Parish Council at the Playing Fields. A New Planning working group led by M Wooderson was established to review and investigate planning between meetings. All decisions will continue to be made by full Council.

DECLARATION OF INTEREST BY COUNCILLORS: Nothing was declared.

MINUTES OF 3rd APRIL 2017: Accepted as correct.

MATTERS ARISING FROM THE MINUTES: M Wooderson reminded about the excellent response to the Goodlands Planning from Suffolk Preservation Society. However, Landex have now commissioned their own Heritage Report.

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

DISTRICT COUNCIL REPORT: District Cllr Bryn Hurren was unable to attend and no report was provided.

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

PARISH PROFILE: It was agreed to pay the £50 fee to obtain a report pulling together comprehensive data at a Parish Level on Housing, Transport, Services, Social and Economic themes in the Parish - **Action Clerk to organise payment for next full meeting.**

FINANCE: The Bank balances as at 2nd May were **£29278.25** in the Community Account, **£13335.08** in the Deposit Account and **£42616.24** in the Reserve Account making a total of **£85229.57**.

The following payments were approved: -

Cheque No.	Payee	Amount	Details
Funds Tr	D K Hattrell	845.74	Clerk's Salary
Funds Tr	Inland Revenue Only	48.39	Clerk's ddtns & ERS NIC
Funds Tr	SCC - Pension ACC	273.28	Clerk's Pension
Funds Tr	SALC	526.76	Subscription
Funds Tr	Mortimer Contracts	204.00	Litter/sweeping
Funds Tr	Chilton Office Supplies	4.90	Stationery

The End of Year Accounts for year ending 31st March 2017 and Audit Submission were duly approved.

CEMETERY: The Memorial Applications in the names of Tricker and Kingsbury were duly approved - **Action Clerk to respond**. It was noted the careful clearance of some ivy from large graves in the Churchyard needed to be delayed due to nesting birds - **Action Clerk to advise the Church Wardens**.

CALL FOR SITES: Further pressure from developers was anticipated. Boxford is a desirable village with facilities and an attractive place to build within. Accepting this, members were considering ideas of having more involvement and control over potential development.

REPORTS AND QUESTIONS FROM CHAIRMAN AND MEMBERS: The absence of a give way notice at the access to Goodlands was reported - **Action Clerk**. A request was made to ask our litter contractors to clean the bridge at their usual rates - **Action Clerk**. The Sand Hill recreational grass area has not been cut - **R Balls agreed to chase**. V Strafford ordered some bird spikes to help with the finishing touches in the Bus Shelter. Once fully resolved, cleaning and staining was to be organised. V Strafford spoke about incidents where inconsiderate parking had occurred at school pick up times. It was agreed to report excessive reed growth between the Wash and the centre of the Village - **Action Clerk**. S Impett confirmed there are 3 large pot holes in Stone Street Road near the cottages - **Action Clerk to report**.

The meeting closed at **10.08 p.m.**

Planning Meeting Held by Boxford Parish Council at Bell House, Boxford on Tuesday 2nd May 2017

The following decisions were advised from the Planning Authority: -

- a) **B/17/00092/LBC** – Listed Building consent had been granted to create opening from bedroom to existing bathroom to provide en-suite shower room at Greenbank, Ellis Street, Boxford.

- b) **B/16/01571/LBC** – Listed Building consent had been granted for internal alterations to ground and first floor layouts, window and removal of outbuilding/greenhouse at 24 Ellis Street.
- c) **B/17/00107/FHA** – Permission had been granted for a two storey side/front gable extension and single storey detached two bay cartlodge at Chimneys, Hadleigh Road, Boxford.
- d) **B/17/00518/TPO** – Approval had been granted to reduce protected walnut at Goodlands Farm Cottage, 55 Swan Street, Boxford.

The following applications were discussed: -

- 1) **B/17/00961** – Reduce holly and hazel at 9 Broad Street. **No Objections.**
- 2) **B/17/01026** - Fell cypress and reduce poplar and alder at 3 The Causeway. **No Objections.**
- 3) **B/17/01027** - Reduce poplar at Causeway House, The Causeway. **No Objections.**
- 4) **B/17/00468/469** - Single storey rear extension at 15 Swan Street including Listed Building application. **No Objections.**
- 5) **B/17/00513** - Single storey rear extension at Sparrows, Cox Hill. **No Objections.**
- 6) **B/17/00535** - Single storey rear extension at 41 Daking Avenue. **No Objections.**
- 7) **B/17/00501** - Extension and refurbishment of sports pavilion. The Parish Council is in favour of this proposal and recommend approval, however, further consideration should be given to improve parking facilities in line with the extra anticipated usage due to the increase in size.
- 8) **B/17/01013** - Clearance of some trees affecting the new mobile telecommunications pole on A1071 layby. The plans were not clear on the work required. It was agreed for M Wooderson to make some enquiries with the Babergh Tree Officer - **Action M Wooderson.**
- 9) **B/17/01053** - Application for Certificate of Lawfulness of an existing use - use of annex building as self contained residential unit at Richmond Lodge, Calais Street. Although members had some knowledge of the use over at least 4 years, **S Impett was to make enquiries** as to whether local knowledge existed for the period of at least 10 years (the criteria for this application).