

MINUTES of the MEETING of BOXFORD PARISH COUNCIL held on Monday 1st June 2020 at 7.30 p.m. by Zoom Video Meeting.

PRESENT: J Fincham-Jacques (Chairman), S Mattocks, M Wooderson, D Hattrell (Clerk), J Finch (County Cllr), and 1 member of the public.

APOLOGIES: A Sargeant (Vice Chairman), P Wallis and B Hurren (District Cllr).

DECLARATION OF INTEREST BY COUNCILLORS: Nothing was declared.

MINUTES OF 2nd MARCH 2020: Accepted as correct.

MATTERS ARISING FROM THE MINUTES: It was noted that P Wallis was investigating the Village Model and whether it would fit in Bell House and get through the door undamaged. This has obviously been delayed due to social distancing and restrictions for non-essential activities.

PUBLIC FORUM: Nothing was raised. H Phillips joint Chairman of the Neighbourhood Planning Steering Group had attended to update the Parish Council.

REVIEW OF ITEMS RAISED BY THE PUBLIC: Not applicable.

COUNTY COUNCIL REPORT: County Cllr J Finch attended and reported on Covid-19 related news. He also confirmed that a new Suffolk Heritage Explorer website has been launched. Children have been exploring the value of food through a drawing competition. During the lockdown, highways have taken the opportunity to carry out road improvements. Suffolk archives commemorate VE Day 75 with a new online exhibition. Data will be provided to the University of Suffolk from 100 streetlight sensors to evaluate the benefits in relation to monitoring traffic, road temperature, air quality, wind and waste. The local recruitment events for Suffolk Fostering and Adoption have been cancelled due to Covid-19. He confirmed at Butchers Lane, the drain has been cleared, but the lane was still to be scraped. This has been requested and update awaited.

DISTRICT COUNCIL REPORT: District Cllr B Hurren sent his apologies and reported that the priorities from Babergh is to get services running again. The brown bin collection has resumed and recycling centres re-opened. During the lockdown fly tipping increased along with the volume of refuse waste and glass at the bottle banks. Planning continues and Committee Meetings are resuming. Parking Enforcement has now passed to the District Council. Their main focus has been the fight against Coronavirus and he praised the work at District, Parish and local volunteer level and front line workers. On Planning matters, he commented on the omission of traffic/highways issues from the Goodlands refusal. An application has been invited for 30 Swan Street to regularise work and he believes the Catesby application will be heard by Committee in early July.

FINANCE: The Bank balances as at 1st June were **£48987.68** in the Community Account, **£13395.41** in the Deposit Account and **£54046.21** in the Reserve Account making a total of **£116429.30**.

The following pre-agreed payments were made: -

Cheque No.	Payee	Amount	Details
<u>As at 1st April</u>			
Funds Tr	Suffolk County Council	£1794.33	Street Lighting power & main
Funds Tr	Babergh District Council	£968.40	Bin Empty Service
Funds Tr	D K Hattrell	852.95	Clerk's Salary
Funds Tr	HM Revenue	55.18	Clerk's ddtns & ERS NIC
Funds Tr	SCC - Pension ACC	287.51	Clerk's Pension
Funds Tr	M A Crighton	185.00	Cemetery Contract
<u>As at 1st May</u>			
Funds Tr	D K Hattrell	£866.91	Clerk's Salary
Funds Tr	HM Revenue	£39.43	Clerk's ddtns & ERS NIC
Funds Tr	SCC - Pension ACC	£278.39	Clerk's Pension
Funds Tr	Sudbury Town Council	£538.08	Sweeping
Funds Tr	SALC	£537.51	Subscription
Funds Tr	Boxford Comm Council	£500.00	Emergency Grant to Community Hub
Funds Tr	M A Crighton	£185.00	Cemetery Contract
Funds Tr	Topline Pest Control	£30.00	Cemetery Contract
<u>As at 1st June</u>			
Funds Tr	D K Hattrell	£881.30	Clerk's Salary
Funds Tr	HM Revenue	£39.43	Clerk's ddtns & ERS NIC
Funds Tr	SCC - Pension ACC	£278.39	Clerk's Pension
Funds Tr	M A Crighton	£185.00	Cemetery Contract

The Accounts and Audit Submission for Year Ending 31st March 2020 were circulated ahead of the meeting. Following discussion, M Wooderson proposed approval of these documents. This was seconded by S Mattocks and unanimously carried.

Consideration was then given to the benefits of a Parish Online Mapping Subscription. The meeting was closed briefly for H Phillips to speak. He spoke of the value for Neighbourhood Planning and wider benefits to the Parish Council. M Wooderson proposed agreement to subscribe annually until further notice. This was seconded by S Mattocks and unanimously carried.

NEIGHBOURHOOD PLANNING: The Meeting closed again to enable H Phillips to update the Parish Council on Neighbourhood Planning. Various discussions and emails have occurred between meetings involving the Parish Council Chairman and the Clerk. The first grant of £5760 had been secured and will be paid to the Parish Council shortly. Consultants have been appointed and the next stage will be Assessments covering Housing Needs, Site Options and Design. The Steering Group consist of 5 people including the joint Chairman and they were working closely together and with the Consultants via Zoom Meetings. M Wooderson took the opportunity to thank them and praise the progress on behalf of the Parish Council.

CORRESPONDENCE: The correspondence report had been circulated ahead of the Meeting. No action points resulted.

CEMETERY: Consideration was given to the lopping of Cemetery sycamore trees in the autumn. A neighbouring resident had requested the Parish Council organise this as they have done previously. It was agreed to ask our Cemetery representative, A Sargeant, to research with a tree surgeon - **Action A Sargeant and Clerk to inform the resident accordingly.** It was also reported that a wooden frame that had been constructed around a grave in the lawn part of the Cemetery would be removed by the family following a polite request by the Clerk.

UPDATES FROM THE COVID-19 COMMUNITY RESPONSE: A report had been provided from W Baker and was circulated to Councillors ahead of the meeting. It was agreed to Minute the thanks of the Parish Council on behalf of the Village for the amazing community response to the Covid-19 crisis. It was noted that the Parish Council has provided some financial support under emergency powers which is listed under payments. The Village Hall were able to acquire a Covid-19 grant which is helping with their running costs in the Lockdown. M Wooderson thanked the Chairman and Clerk for taking the initiative over this matter.

REPORTS AND QUESTIONS FROM CHAIRMAN AND MEMBERS: It was agreed to include an **Agenda item for the July Meeting** of a financial contribution towards Footpath Leaflet project being brought forward by our Footpath Warden in conjunction with the County Council - **Action Clerk.**

The meeting closed at **8.45 p.m.**

The following decision was advised from the Planning Authority: -

- A) Work can proceed to remove dying branches and those that are rubbing together causing die back of Box Tree at White Hart, Broad Street - **DC/20/00670**.
- B) Work can proceed to reduce and shape cherry tree to 12 ft at Newlands Lodge, Stone Street - **DC/20/00644**
- C) Landscaping conditions were approved at Cygnet Court, Swan Street - **DC/20/00767**
- D) Conditions relating to materials and hedgerow planting were agreed at Boxwood Hall, Butchers Lane - **DC/20/01219**
- E) Outline Planning Permission was refused for 2 dwellings at land to the south of Daking Avenue - **DC/20/01050** - This followed **strong objections** from Boxford Parish Council.
- F) Planning Permission was granted for alteration and extension to existing bungalow and alteration of outbuilding at Silver Birch, Hadleigh Road - **DC/20/01222** - There were **No Objections** from Boxford Parish Council.
- G) Planning Permission was granted for part two-storey, part single-storey garage and workshops with associated storage/ ancillary space at Riddelsdell Bros Garage, 4 Ellis Street - **DC/20/01253**. The Parish Council was not able to put in comments as the extended time for comments was not recorded by the District Council, so we were too late.

The following were discussed: -

- 1) Simbos Gun Dogs and Grooming, Stone Street, Boxford - **DC/20/01737**.

The following response was agreed: -

"This was discussed at yesterdays Parish Council Meeting. Please note Boxford Parish Council objects to this application due to the scale of the proposal, the location in the Conservation Area and the additional traffic generation the development would create.

Boxford Parish Council is supportive of local business and employment, however, in this case the sensitivity of the location and traffic difficulties led to unanimous objections from all Councillors attending the meeting."

- 2) The Fleece, 8 Broad Street, Boxford - **DC/20/01869/01870**.

The following response was agreed: -

"Boxford Parish Council strongly objects to these plans due to the unjustified change of use of crucial parts of this business within the curtilage of the Listed Building. This would lead to the potential failure of the business which is an employment site and an important heritage asset to the Village.

As stated the Fleece is an employment site and even partial conversion would be contrary to Policies CS15 and CS17 of the Babergh Local Plan 2011-2031. Saved Policy EM24 requires that appropriate employment uses have been fully explored. There has not been a marketing campaign in relation the beer garden or outbuildings ahead of this proposed change of use. Our concern is that the changes are not designed to enhance the pub and retail unit (currently hair salon) and would have the opposite effect leading to failure of highly regarded village amenities. For your information, following approaches from residents and our Neighbourhood Planning Steering Group, this Parish Council is in the process of registering The Fleece as a Community Asset.

In relation to the Heritage aspects, there is no justification for this development that would outweigh the harm to this significant asset in the heart of the Village. Therefore under the National Planning Policy Framework 2019 para.s 194-196, refusal of this application is required. Further we do not believe the proposed changes are reversible bearing in mind the conversion of the outbuildings into separate residential tenancies and potentially separate ownerships. In relation to vehicular/pedestrian safety, this aspect needs exploration and we note the comments from Highways in relation to the previous withdrawn plans. The close proximity of cars, for the new houses parking to the rear of the pub, to pedestrians accessing the pub and hair salon would need careful planning. Also the exit onto Broad Street may cause difficulty. We already have an issue in the centre of the village due to lack of parking which could have an impact on the viability of important village amenities. Therefore, any development should be self contained as far as parking is concerned. For all of the above reasons Boxford Parish Council objects to these applications."

3) 30 Stone Street, Boxford - DC/20/01732.

The following response was agreed: -

"This application was discussed at yesterday's Parish Council Meeting. Please note Boxford Parish Council objects to this application due to the scale being some 50% larger than the outline, the increased traffic generation due to the business element and the unsafe access on this very narrow part of the lane.

Boxford Parish Council is supportive of local business and employment, however, in this case the sensitivity of the location and traffic difficulties led to unanimous objections from all Councillors attending the meeting.

You will note this Parish Council objected to the more modest proposal under the Outline Permission, so inevitably increasing the scale and business use meets with further objections.

Please take these points into consideration."

4) Any other urgent Planning matters: It was noted the Goodland's application was refused without mention of the considerable Highways issues hard fought and accepted during the previous planning and appeal process. It was anticipated a further application will follow. An explanation would be sought from the senior planning team as to why the highways issues weren't given in the refusal - **Action M Wooderson and Clerk.**