

MINUTES of the MEETING of BOXFORD PARISH COUNCIL held on Tuesday 27th July 2021 at 7.30 p.m. in Boxford Village Hall and also by Zoom Video Conferencing.

PRESENT: J Fincham-Jacques (Chairman), L Wortley, P Edwards, D Warren, T Munson, W Wooderson, D Hattrell (Clerk) and 3 members of the public.

APOLOGIES: were received from J Finch (County Cllr) and B Hurren (District Cllr).

DECLARATION OF INTEREST BY COUNCILLORS: D Warren confirmed that his property backs onto the potential Sand Hill development.

MINUTES OF 22ND JUNE 2021: These were accepted as correct.

MATTERS ARISING FROM THE MINUTES: Nothing was raised.

PUBLIC FORUM: A member of the public thanked the Parish Council and particularly P Edwards for all the work being carried out in the Cemetery. He was also pleased to see weeds were cleared from outside the Fleece. He raised further issues of the drain needing attention at the bottom of the croft and that the telephone kiosk needs a clean. H Phillips on behalf of the Playing Field Management Committee updated the Parish Council on difficulties gaining 106 funding towards the car park extension. This has now been raised with B Hurren between meetings.

REVIEW OF ITEMS RAISED BY THE PUBLIC: It was agreed for members to take a look and assess the phone box near the White Hart.

COUNTY COUNCIL REPORT: County Cllr J Finch had sent apologies, however, his report covered that infection rates for Covid-19 continue to increase in South Suffolk and he repeated his suggestion for regular rapid flow testing. There will be an independent review into Special Educational Needs and Disability Provision and the recommendations shared on the County Council website. Three new vehicles with latest technology have joined the Suffolk Fire & Rescue Fleet. Restrictions are easing at the Suffolk's Recycling Centre. Virtual Fostering and Adoption Sessions continue.

DISTRICT COUNCIL REPORT: District Cllr B Hurren had sent apologies and his report was to follow for circulation to members.

FINANCE: The Bank balances as at 1st July 2021 were **£57253.05** in the Community Account, **£13401.85** in the Deposit Account and **£58011.28** in the Reserve Account making a total of **£128,666.18**.

The following pre-agreed payments for June were made: -

Cheque No.	Payee	Amount	Details
Funds Tr	Employment Costs totalled	1242.07	Salary, ERS NIC & Pension
Funds Tr	H Phillips	150.00	NP - Expenses
Funds Tr	Box Media	180.00	Traffic Survey
Funds Tr	FOB's	2500.00	Covid Grant
Funds Tr	J Fincham-Jacques	8.50	Postage Expenses
Funds Tr	M A Crighton	185.00	Cemetery Contract

NEIGHBOURHOOD PLANNING: The draft Neighbourhood Plan had been circulated ahead of the meeting and the consultation had taken place in the Village Hall with nearly 200 people attending. Both D Burden and H Phillips, joint Chairs of the Neighbourhood Planning Group, attended to update the Parish Council and address any questions. D Burden took the opportunity to thank H Phillips as the main driver of Neighbourhood Planning in Boxford. Members all took the opportunity to record their thanks to Hugh Phillips, David Burden and the team in this respect. Questioning focused on the proposed car park and the housing needs assessment. D Burden spoke favourably about the professional consultants employed during the course of the development of the Plan. H Phillips out-lined the various stages and following amendments brought about by the Consultation, it was to be submitted to Babergh District Council - which is Stage 4 of the process and following that stage the plan starts to hold some weight in planning terms. The end target date is March 2022 and once adopted by majority vote at Referendum, the policies in the plan come into force and can influence future development. Following adoption, potential community projects have been suggested.

CORRESPONDENCE: The correspondence report had been circulated ahead of the Meeting. The content was noted by members and no questions arose.

CEMETERY: P Edwards updated the meeting on the considerable progress in the Cemetery with the Clock now working, trees cut down and hand rail to be in place shortly. The Clerk has been chasing the wall contractor without success, so it was agreed to renew quotations after the holiday season. P Edwards offered to help in this respect.

STORAGE OF ON-LINE DOCUMENTS/PHOTOS: M Wooderson suggested we purchase a on-line document storage service. The Clerk confirmed this was not within her expertise, so would appreciate some support with this aspect. He agreed to undertake some research of procedures and costs to assist the Parish Council to go ahead with such a facility - **Action M Wooderson.**

URGENT REPORTS AND QUESTIONS FROM CHAIRMAN AND MEMBERS: The Chairman confirmed the traffic survey led to 221 responses. The Community Building questionnaire has also been issued and some responses received.

The meeting closed at **9.00 p.m.**

Planning Meeting Held by Boxford Parish Council in Boxford Village Hall and by Video Conferencing on Tuesday 27nd July 2021

The following decisions were advised from the Planning Authority: -

A) Prior Approval is not required to change use of offices to dwelling houses at Unit 1, Hawthorn Business Park, Calais Street - **DC/21/03001**.

B) Planning Permission was granted for retention of shed following removal of existing at 30 Swan Street - **DC/21/02589**.

C) Listed Building Consent was granted for first floor bathroom at Mill House, 3 Church Street - **DC/21/02705**.

D) Listed Building Consent was granted to remove existing external brickwork/glazing/doors to rear study and replace with lime-rendered side walls and timber framed glazing/doors at The Old Forge, Church Street - **DC/21/03047**.

Any other urgent planning matters: Updated drawings have been received from the Planning Authority to various Consultees in relation to the Sand Hill development, however, this didn't include the Parish Council. All agreed to delegate to the Chairman a suitable response from the Parish Council to the Planning Authority. The Planning Authority has appointed Highways Consultants as agreed.