

# BUXHALL PARISH COUNCIL

## Minutes of the Parish Council Meeting held

On 26<sup>th</sup> June 2017

in the Village Hall

Present:

Cllr David Steed (chair)

Cllr Jacqui Taylor

Cllr Anne Hicks

Cllr Malcolm Manning

Cllr Arthur Hicks

Cllr Chris Hall

Cllr Hubert Mitson

Tina Newell - Clerk

District Cllr John Matthissen

County Cllr Penny Otton

2 members of the public

- 2017/072 **To receive and consider apologies for absence:** – none received
- 2017/073 **To receive declarations of interest in accordance with the councils Code of Conduct for the items on the agenda and to consider any requests for dispensations relating to discloseable pecuniary interest:** none recorded
- 2017/074 **To confirm and sign the minutes of Parish Council Meeting of April 18<sup>th</sup> 2017 as a true record:** The Clerk informed the Council that the agenda circulated contained an error under item 3. The date should have read May 15<sup>th</sup> 2017. The correct minutes were circulated with the agenda and it was therefore proposed by Cllr Steed that the minutes of May 15<sup>th</sup> 2017 were approved with all in favour to be signed as a true record at the next Council meeting.
- Public Forum:**
- 2017/075 To receive reports from County and District Councillors:  
County Councillor Penny Otton gave her report which is appended to these minutes (Report 017/004)  
District Councillor John Matthissen gave his report. See Report 017/005 appended to these minutes
- 2017/076 Cllr Mannings expressed concerns at speeding vehicles along Rattlesden Road, Buxhall. Cllr Hall confirmed further complaints of speeding from Great Finborough to Buxhall and both Cllr Hall and Cllr Anne Hicks suggested the 30mph zone be extended. Cllr Otton confirmed that the first step would be to have a speed check carried out and agreed to contact Highways. Clerk will also contact highways and report back at next meeting.
- 2017/077 It was agreed by all that the current display on the VAS is too light making the speed display not clear to road users. It was resolved that Cllr Arthur Hicks will look at changing this with the aid of the Laptop and Software. Cllr Arthur

- Hicks also confirmed that the VAS registers speed and the number of vehicles passing by.
- 2017/078 Cllr Taylor and Cllr Anne Hicks suggested traffic calming measures on and along the roads entering/exiting the village. It was agreed that these were not suitable, and had been considered previously
- 2017/079 A representative from a local football team requested consideration from the Council to use the playing field as home ground for an under 15's boys football team. They would require the use from 10.09.2017 to 04.04.2018 on a Sunday morning (exact dates to be confirmed). The football club would be responsible for the equipment and pitch marking.
- Correspondence**  
To consider correspondence received and action as appropriate. Details of correspondence circulated for information are appended to the agenda (Report 017/001)
- 2017/080 Cllrs Arthur Hicks and Anne Hicks had not received all correspondence detailed as circulated. Clerk to re-send.
- 2017/081 It was agreed the Clerk should attend the Town and Parish Liaison meeting at MSDC offices on 27<sup>th</sup> June 2017. Clerk will report back at the next Parish meeting.
- 2017/082 **Planning Applications** There were no applications to consider
- 2017/083 **Planning Decisions** There were no decisions to note
- Finance:**
- 2017/084 The Finance Report for June 2017 was approved. Noting that the first precept payment of £2001.00 had been received and interest on the Santander Bond had been received. The clerk noted that the account balance on Barclays account ended 2793 was £3152.36 (agreed to statement dated 25.05.2017). See report 017/002 appended to these minutes.  
Council resolved payment of the following proposed by Cllr Mitson, sec Cllr Manning with all in favour:
- |          |       |  |         |
|----------|-------|--|---------|
| 2017/085 | Clerk | Salary and expenses March to June                | £530.36 |
| 2017/086 | ICO   | Annual subscription renewal                      | £35.00  |
| 2017/087 | BVH   | Hall hire  | £15.00  |
| 2017/088 | Eon   | Electricity (direct debit)                       | £29.38  |
| 2017/089 | MSDC  | Litter & Dog Bin Emptying<br>01.04.17 – 31.03.18 | £108.00 |
- 2017/090 To note that the payment to Anglian Water for an overdue April invoice for £32.97 had been made by cheque 100761
- 2017/091 It was resolved to purchase a Hewlett Packard printer for £29.99 from PC World and an automatic ink supply at a further £7.99 per month (this will allow 300 prints per month). Proposed Cllr Mitson seconded Cllr Manning with all in agreement. Clerk to purchase and reclaim in July expenses.

- 2017/092 Barclays Bank and Santander letters of Authority signed. Clerk to send with supporting documentation as required.
- 2017/093 The Application for Transparency Fund Request was approved with all in favour. It was noted that this is the final year for the fund. Clerk to submit application to SALC. (See application appended to these minutes 017/006)
- Governance:**
- 2017/094 The completion of the Internal Audit by Heelis & Lodge was noted. The Clerk highlighted the three recommendations and will produce an action plan for next months meeting. A copy of the Internal Auditors Report is appended herewith (Report 017/007).
- 2017/095 The Clerk confirmed the period for the Exercise of Public Rights commences 20<sup>th</sup> June 2017 to 31<sup>st</sup> July 2017. The information has been uploaded onto the Parish Councils website and is for public display on the notice board outside the village hall.
- Road Safety:**
- 2017/096 Clerk to ask Highways for criteria in locating VAS. The council will then consider a second location.
- 2017/097 It was confirmed that the pot holes in Kiln Lane have been repaired. The grass verges along Mill Road continue to be hazardous and the Clerk will contact Highways for an update.
- Boundary Review and Electoral review:**
- 2017/098 Cllr Arthur Hicks and Cllr Anne Hicks attended the Phase 2 Consultation meeting and gave feedback which is attached to these minutes (Report 017/008. Thanks were expressed by the chairman for their attendance.
- Playing Field:**
- 2017/099 After consideration of the football request (minute 2017/077) it was proposed by Cllr Mitson seconded by Cllr Mannings with all in favour to agree Stowmarket Towns Under 15's Football Team the use of the playing field for the season 10.09.2017 to 04.04.2018 for a fixed charge of £150.00. Clerk to send a letter detailing the Councils proposal.
- 2017/100 Cllr Steed confirmed the Japanese Knotweed had been sprayed by a local resident. Clerk to send a letter of thanks.
- Training:**
- To consider and agree on Clerk and Councillors training requirements/opportunities (see Report 017/003).
- 2017/101 It was approved for the Clerk to enrol on the following training:
- |      |                              |        |
|------|------------------------------|--------|
| SLCC | ILCA Level 2 Qualification   | £99.00 |
| SALC | Planning Workshop 13.07.2017 | £25.00 |
- 2017/102 Cllr Hall has requested further information on Grants & Funding training session offered by SALC on 28.07.17. Clerk to email details.
- Matters to be brought to the attention of the council:**

- 2017/103 Cllr Arthur Hicks expressed concern at the lack of opportunity to discuss matters arising and felt he was being denied the opportunity to question such issues. Clerk confirmed she will take advise from SALC and report back.
- 2017/104 Cllr Steed confirmed grass cutting around the village sign on the entrance to the village from Great Finborough has been carried out by a local business. Clerk to send a letter of thanks and to ask if they would continue to maintain the site. Clerk will report back at the next meeting.
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- 2017/105 Cllr D Steed closed the meeting at 9.15pm

**The next Meeting of the Parish Council will take place on Monday 31<sup>st</sup> July 2017 7.30pm**