

BUXHALL PARISH COUNCIL

Minutes of the full Council meeting held on 13 June 2022 in Buxhall Village Hall

Councillors Present: David Steed (DS) (Chairman), Malcolm Manning (MM), Les Basham (LB), Michael Drury (MD) and Chris Hall (CH).

In Attendance : Tina Newell (TN) (Clerk), Penny Otton (PO) County Councillor and one member of the public.

130622/01 **Apologies for absence:** No apologies had been received prior to the meeting.

130622/02 **Declarations of Interest:** There were no declarations of interests received.

130622/03 **Dispensation considerations:** There were no requests for dispensations to consider.

130622/04 **Minutes of previous meeting:** All Councillors confirmed receipt of the draft minutes for the Annual Parish Council meeting held on 9 May 2022 prior to the meeting. MM proposed to amend the number of possible votes in minute 090522/09 to the actual number of possible votes (336), seconded by LB with all Councillors in favour the figure was amended and DS, as Chairman, signed the minutes as a true record of the decisions made.

Public Forum:

130622/05 As PO was not in attendance it was agreed to defer this item until later in the meeting.

130622/06 DS thanked the Community Council for The Queen's Platinum Jubilee celebrations and congratulated them on a great effort.

130622/07 All present heard the Candlestick Club will continue with a new committee

Planning:

130622/08 DC/22/02644 Householder application Conversion of and extension to storage building to form annexed accommodation, ancillary to Hollybush Cottage
Location: Hollybush Cottage, Rattlesden Road Buxhall Suffolk

After discussion all Councillors resolved to **SUPPORT** this application noting it would not adversely impact the area.

130622/09 DC/22/02640 Householder application Erection of a two-storey rear extension (following removal of existing porch and flat roof extension)

Location: Hollybush Cottage, Rattlesden Road Buxhall Suffolk

Councillors considered this application and resolved to offer **SUPPORT** agreeing it will replace an older building.

All Councillors noted the following determinations made by MSDC since the previous meeting:

130622/10 DC/22/00809 Householder application, Cottage Farm, Mill Road

MSDC: **GRANTED** BPC: Supported

130622/11 DC/22/00845 Listed building consent, Cottage Farm, Mill Road

MSDC: **GRANTED** BPC: Supported

Finance:

130622/12 **Bank Reconciliations:** All Councillors confirmed receipt of the bank reconciliation for the period ended 27 May 2022 as supported by bank statements. CH confirmed the bank reconciliations as presented agreed to the bank statements showing a balance of £108,061.81 at 27 05 2022.

130622/13 **Budget to Actual:** All Councillors confirmed receipt of the budget to actual payments and receipts prior to the meeting. With no questions all Councillors accepted the budget to actual report for the period ended 27 May 2022.

130622/14 **Reserves:** All Councillors confirmed receipt of the reserves account prior to the meeting and noted the General Reserve is 79 % of the Precept.

130622/15 Councillors noted the only receipt since the last meeting was £483.69 - a refund of VAT paid in 2021/22 from HMRC .

All Councillors approved the following payments to be made by internet banking:

	Payee	Description	£
130622/16	Tina Newell	Clerks Salary and re-imburements	303.62
130622/17	MSDC	Litter bin emptying	133.67

130622/18 All Councillors agreed Buxhall Parish Council process personal data and are subject to the Data Protection Act 2018; under the Act they must pay an annual

data protection fee, as they are not exempt from such fee, and agreed for TN to set up a direct debit to cover the fee of £35.00.

- 130622/19 PO entered the meeting.
- 130622/20 Councillors considered purchasing dog litter bins, noting Buxhall have no dog bins currently. After a lengthy discussion it was agreed not to purchase dog bins.
- 130622/21 All Councillors resolved to purchase two signs advising visitors no dogs are allowed on the playing field and resolved for an increase in cost, up to £50.00, to allow for larger signs.
- 130622/22 Councillors noted the litter bin at the far of the playing field is broken. After discussion all Councillors resolved to remove the bin and monitor the situation before considering replacing; it was noted many other local parks no longer have litter bins.
- 130622/23 All Councillors confirmed receipt of PO's report prior to the meeting to which Penny added a local bus service had hoped to offer a bus service to Stowmarket and Bury St Edmunds however the offer is with the travel commission to agree before it can be offered to the public; TN confirmed there has been no consultation regarding Rattlesden Gliding Club.
- 130622/24 PO left the meeting.
- 130622/25 **Governance:** All Councillors confirmed receipt of the financial regulations as amended, and whilst noting these changes would be unlikely to affect Buxhall Parish Council all Councillors resolved to make the amendments.
- To receive reports from Working Parties and/or Representatives and take action as appropriate:**
- 130622/26 **Footpath officer:** A suggestion was put forward to point all land owners to <https://www.gov.uk/guidance/public-rights-of-way-landowner-responsibilities> to ensure they are aware of their responsibilities. All Councillors agreed to add this link to both the website and on social media.
- An email has been sent to the footpath officer asking to update the plan for footpath 27 as the online plan shows footpath is going through houses.
- 130622/27 **Playing Field:** MD has completed a visual maintenance check on all play equipment with no faults to report other than the bin has still not been replaced.

- 130622/28 LB asked if the surface under the picnic tables could be changed to something more permanent. All Councillors agreed for TN to research this idea and cost and bring back to the next meeting.
- 130622/29 **Tree Warden:** MD has walked the playing field and had nothing to report.
- 130622/30 **Road Safety:** LB confirmed the VAS will be in use again from tomorrow.
- 130622/31 **Support the Crown Committee:** A letter was sent via email early in May asking the public group for a business plan and confirmation of the current pledges. Councillors were disappointed at the lack of response noting the only response was a resignation from a committee member. After much consideration all Councillors resolved to disband the committee at the next full Parish Council meeting.
- Allotments:**
- 130622/32 All Councillors noted the current hire charge is £20 per plot regardless of location or size. After consideration all Councillors agreed for the hire fee to remain at £20 per plot. It was agreed plot 25 would not be chargeable as this is land used by all allotment holders.
- 130622/33 Councillors considered a request to erect a greenhouse. After much discussion it was resolved to allow a polytunnel not larger than those currently erected, on plot 16 , at an additional charge, noting anywhere else on the site would be out of keeping with the area.
- Correspondence:
- 130622/34 **Any other matters for information, to be noted, or for inclusion on a future agenda:** insurance, play equipment surface
- 130622/35 **To note the date for the next scheduled meeting:** 11 July 2022.
- 130622/36 The Chairman closed the meeting at 20:45hrs.