

## BUXHALL PARISH COUNCIL

Chairman: Councillor David Steed  
Clerk: Tina Newell  
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**All Parish Councillors: You are hereby summoned and members of the press and public you are hereby invited to attend an ordinary meeting of the Parish Council on Monday 4 October 2021 at 7.30pm in Buxhall Village Hall to consider the items set out below.**

If you are unable to attend but wish to make a comment please contact the Parish Clerk before 3pm on the day of the meeting.

Any person who may find difficulty in access to the meeting through disability is asked to advise the Clerk at least 24 hours before the meeting so that every effort may be made to provide access.

*This meeting will be recorded and anyone speaking at the meeting will have deemed to given consent to being recorded.*

### AGENDA

Item	Description
1	<b>Apologies for absence:</b> <ul style="list-style-type: none"><li>a. Councillors to receive any apologies for absence.</li><li>b. Councillors to vote on acceptance to accept apologies for absence.</li></ul>
2	<b>Declarations of Interest and Dispensation considerations:</b> <ul style="list-style-type: none"><li>a. To receive any Councillors' Interests in subsequent agenda items and to note any additions and/or deletions to the Councils Register of Interest.</li><li>b. To receive and consider any requests for dispensations.</li></ul>
3	<b>Minutes of previous meeting:</b> Councillors to agree the minutes of the Parish Council meeting held on 5 September 2021 as a true record of the business conducted available to view <a href="#">here</a> .
4	<b>Public Forum:</b> <b>(this section at the Chairman's discretion may last up to 15 minutes):</b> <ul style="list-style-type: none"><li>a. To receive reports from the District and County Councillor.</li><li>b. Councillors to receive comments or questions on matters of interest from members of the public.</li></ul>
5	<b>Planning:</b> <ul style="list-style-type: none"><li>a. Councillors are asked to agree comments on applications made to the Local Planning Authority (MSDC):<ul style="list-style-type: none"><li>I. Application under Section 73 of the Town and Country Planning Act – Variation of Condition 2 (Approved Plans and Documents) of planning</li></ul></li></ul>

	<p>permission DC/21/02361 dated 25/06/2021 Erection of 3 no. bungalows including associated external work To Vary Condition 2 to allow amended design to plot A and B Land North of Copperfields Brettenham Road Buxhall</p> <p>II. DC/21/04913 Planning application – creation of a conservation pond and construction of Boat House Buxhall Vale, Purple Hill, Buxhall IP14 3DH</p> <p>III. DC/21/04467 Planning application – Change of use of agricultural land to residential curtilage. Erection of single storey rear extension (following demolition of existing single storey extension), refurbishment of existing house with new fenestration, chimneys and external facing materials. Erection of cart lodge (following demolition of existing garage) Alanor Lodge, Brettenham Road, Buxhall IP143DX</p> <p>b. Councillors to note the following planning application has been withdrawn: Application under Section 73 of the Town and Country Planning Act – Variation of Condition 2 (Approved Plans and Documents) of planning permission DC/21/02361 dated 25/06/2021 Erection of 3 no. bungalows including associated external work To Vary Condition 2 to allow amended design to plot A Land North of Copperfields Brettenham Road Buxhall</p>
6	<p><b>Finance:</b> All reports and paperwork appended</p> <p>a. Councillors to approve the finance report for the period ended 28 September 2021 including bank reconciliations , budget to actual payments and receipts.</p> <p>b. Councillors to receive and approve payments to be made by internet banking.</p> <p>c. Councillors to note the Nationwide Business 1 Year Saver ends 2 November 2021 and to agree allocation of the capital and interest accrued.</p> <p>d. To consider a request from ‘Support the Crown’ for financial assistance of £100k.</p>
7	<p><b>Governance:</b> Councillors to receive a review of the Parish Councils risk assessments and agree action as appropriate.</p>
8	<p><b>Allotments:</b></p> <p>a. To receive notice to quit from two tenants.</p> <p>b. To agree to a change in tenancy for allotment plots 18 and 19.</p> <p>c. To note any invoices yet to be paid.</p>

9	<p>To receive reports from Working Parties and/or Representatives and take action as appropriate:</p> <p>a. Footpath officer                      Cllr Manning</p> <p>b. Playing Field                              Cllr Drury</p> <p>c. Road Safety                                Cllr Basham</p>
10	Any other matters for information, to be noted, or for inclusion on a future agenda.
11	To note the date for the next scheduled meeting as Monday 1 November 2021.
12	To resolve that under the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded from the meeting due to the confidential nature of the business to be discussed: Staffing Matters
13	To receive a recommendation from the staffing committee following the Clerks annual appraisal and agree action as appropriate.
14	To close the meeting.

*Tina Newell*

Tina Newell: Clerk to Buxhall Parish Council

Dated this 29<sup>th</sup> day September 2021