



BUXHALL PARISH COUNCIL

Chairman: Councillor David Steed
Clerk: Tina Newell
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On 4 April 2020, the government brought in a new regulation allowing local authorities to conduct meetings remotely; SI 2020 No. 392 The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020.

Councillors: You are hereby summoned to attend a meeting of the Parish Council on **Monday 7 December at 7.30pm** to be held remotely on Zoom.

Members of the press and public: You are hereby notified of the meeting to which you are invited to join where public input will be invited.

To attend the meeting please follow the link

<https://zoom.us/j/5241677521?pwd=UnByV0ZwUXg0RG1BcElCZ0o5cExvUT09> using meeting ID 524 167 7521 and passcode September OR telephone 0208 080 6592 using meeting ID 524 167 7521 and passcode 290220749

AGENDA

1. **Apologies for absence:** to receive and note or accept
2. **Declarations of Interest and Dispensation considerations:** Members are reminded of *their* responsibility to declare any interest in respect of any matter contained or brought up in this meeting in accordance with the Councils Code of Conduct. Council will consider dispensation requests
3. **Minutes of previous meeting:** To consider, approve and sign the minutes of Parish Council meeting held on 9 November 2020
4. **Matter of report from minutes of previous meeting:** report attached
5. **Public Forum (this section at the Chairman's discretion may last up to 15 minutes):**
 - a) To receive reports from the District and County Councillor
 - b) To receive comments or questions on matters of interest from members of the public present
6. **To consider Co-option to the Council:** To receive applications to fill the two casual vacancies and consider co-option
7. **Planning:** To consider and agree Council comments on applications made to the Local Planning Authority (MSDC) (please note: in planning matters the Council acts as a consultee of the Principal Authority. The Principal Authority being the deciding body):
 - a) **DC/20/04551:** Discharge of conditions: Condition 5 (Schedule and Method of repairs) (Works to reinforce The Mill foundations and ground floor slab)
 - b) **To note planning applications determined by MSDC:** None to note
 - c) **To receive notification of planning appeal:** AP/20/00110 Building to Rear of Cottage Farm Mill Road Buxhall (BPC previously OBJECTED)

8. **Finance** (all supporting papers appended):

a) To note the following income received:

Date	Description	£
17 11 20	MSDC	22,500.00
05 11 20	Allotment Rent	45.00
10 11 20	Allotment Rent	20.00

b) To approve the December finance reports:

- i. Budget to actual receipts and payments
- ii. Verification of bank balances to presented bank reconciliations

c) To authorise the payments to be made as listed below:

Payee	Description	Payment type	£
T Newell	Salary & office costs	Internet	204.40
Kompan	Play area	Internet	22,500.00
Eon	Electricity	Internet	20.69
UK Office Direct	Stationery	Internet	28.13

d) To consider completing a Parish Infrastructure Investment Plan (PIIP)

e) To receive and discuss a draft Budget for 2021/22 and take action as appropriate

f) To receive a review of the Internal Control Procedures and take appropriate action

g) To receive quotations for the removal of trees on the Playingfield and agree appropriate action

9. **Road Safety:** To receive an update on the analysis of Speed data and Community Speed Watch

10. **Playingfield:** To receive a report on play inspections and take appropriate action

11. **Any other matters for information, to be noted or for inclusion on a future agenda**

12. **To confirm the date of the next meeting is Monday 11 January 2021 and agree how this will be held**

13. **To close the meeting**

Tina Newell

2nd December 2020

Tina Newell, Clerk to Buxhall Parish Council
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