



## BUXHALL PARISH COUNCIL

Chairman: Councillor David Steed  
Clerk: Tina Newell  
25 Shakespeare Road, Stowmarket,  
Suffolk IP14 1TU.

 buxhallpc@live.co.uk  
 07767 163706

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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 9 November 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/92455593515?pwd=OGdIN3BNTm9sNnc0akpYYm5NeXR2UT09> using meeting ID 924 5559 3515 and passcode 289188 OR telephone 0208 080 6592 using meeting ID 924 5559 3515 and passcode 28918

### AGENDA

1. Apologies for absence to be received and noted or accepted
2. To receive member's Declarations of Interest in accordance with the Council's Code of Conduct in subsequent agenda items
3. To receive and consider any requests for dispensations
4. To consider, approve and sign the minutes of Parish Council meeting held on 12 October 2020 as a true record (appended)
5. Matters of report from minutes of previous meeting: report attached
6. Public Forum (this section at the Chairman's discretion may last up to 15 minutes):
  - a) To receive a report from the District and County Councillor (appended)
  - b) To receive comments or questions on matters of interest from members of the public present
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 the consultee of the Principal Authority. The Principal Authority being the deciding body):
  - a) **DC/20/04669**  
Proposal: Outline Planning Application (some matters reserved, access, appearance, layout and scale to be considered) – Erection of 1 No dwelling  
Location: Crown Inn, Mill Road, Buxhall, IP14 3DW
  - b) **DC/20/04882**  
Proposal: Planning application, change of use and conversion of agricultural building to doggy day care accommodation  
Location: Valley Farm, Valley Lane, Buxhall, IP14 3E

- c) **DC20/03615**  
 Proposal: Planning application Erection of 3 no bungalows including associated external works  
 Location: Land to the North of Copperfields, Brettenham Road, Buxhall IP14 3EA
- d) **Council to note planning applications determined by MSDC:** None to note
- e) **To receive notification an application to make the The Buxhall Crown an asset of community value has been lodged with MSDC and to consider the Parish Councils response noting the application has not yet been decided**

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

- a) To note the following income since the last meeting:

Date	Description	£
29 09 20	Allotment Rent	40.00
08 10 20	Allotment Rent	60.00
31 10 20	Allotment Rent	45.00

- b) To approve the finance report for November 2020 including verification of bank balances to presented bank reconciliations and the budget to actual receipts and payments for period ended 28 October 2020.
- c) To consider and approve the following gross payments for November to be paid by Internet banking (supported by invoices and receipts) and to authorise payment of £38,125.33 from the Business Savings Account to Kompan.

Payee	Description	£
T Newell	Salary & office costs	213.05
Buxhall Village Hall	Hall hire	25.00
Kompan	Play area	38,125.33
Viking	Stationery	98.62

- d) To receive confirmation the allotment water bill has been settled by a third party.
- e) To consider completing a Parish Infrastructure Investment Plan (PIIP) following the Community Infrastructure Levy due to be received later this year.
- f) To consider the first draft budget and precept for 2021/22.

9. **Governance:**

- a) To note no requests for an election have been received to fill either Councillor vacancy.
- b) To review the Internal Control Procedures.
- c) To receive an update on the registration with ICO.
- d) To agree a response, if any, to the Governments Suffolk County Council Boundary review.

10. **Road Safety:** To receive an update on Community Speedwatch and confirm how to analyse and report data from the Speed Indicator Device.

11. **Allotments:** To receive an update on outstanding invoice/s and agree action required

12. Any other Council business for information or inclusion on a future agenda: Budget and Precept approval
13. To note the date of the next meeting is 7 December 2020 and agree how this will be held; face to face or remotely
14. To close the meeting

*Tina Newell*

4 November 2020

Tina Newell, Clerk to Buxhall Parish Council  
Tel: 07767 163706 Email: [buxhallpc@live.co.uk](mailto:buxhallpc@live.co.uk)