



BUXHALL PARISH COUNCIL

Chairman: Councillor David Steed
Clerk: Tina Newell
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Suffolk IP14 1TU.

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Councillors: You are hereby summoned and members of the press and public you are hereby invited to attend a meeting of the Parish Council on **Monday 14 November 2022 from 7.30pm** to be held in Buxhall Village Hall, to consider the items set out below.

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 can be made to provide access.

AGENDA

Item	Description
1.	Apologies for absence: <ul style="list-style-type: none">a. Councillors to receive any apologies for absence.b. Councillors to vote on acceptance to apologies for absence.
2.	Declarations of Interest: <ul style="list-style-type: none">a. Councillors to confirm Registration of Interests are up to date.b. To receive any Councillors Interests in subsequent agenda items.
3.	Dispensation: To receive and consider any requests for dispensations.
4.	Minutes of previous meeting: Councillors to agree the minutes of the Parish Council meeting held on 12, 2022 September as a true record of the business conducted.
5.	Public Forum: (this section at the Chairman's discretion may last up to 15 minutes): <ul style="list-style-type: none">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.
6.	Planning: <ul style="list-style-type: none">a. Councillors to consider applications made to the Local Planning Authority (MSDC) relating to Buxhall to consider:<ul style="list-style-type: none">I. DC/22/05003 Erection of porch (following demolition of existing) replacement of windows and external insulated render Meadowside, Brettenham Road, IP14 3DX

	<p>II. DC/22/05335 Application for prior approval for a proposed erection of a building for agricultural use. The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) Schedule 2, Part 6. Erection of a steel framed extension on general purpose agricultural building, using the same materials. Salters Farm, Purple Hill, Buxhall, IP14 3DH</p>
7.	<p>Finance (all supporting papers appended):</p> <ul style="list-style-type: none"> a. To receive and approve the finance report for the period ended 31 October 2022 including: <ul style="list-style-type: none"> I. Bank reconciliations II. Budget to actual payments and receipts III. Reserves b. Councillors to note receipts since the last meeting. c. Councillors to approve payments to be made by internet banking unless otherwise stated. d. Councillors to receive a first draft of the 2023/24 Budget. e. To note the paperwork to complete withdrawal of the full balance in the Nationwide account has been completed and sent. f. To receive an update on the amendment to the bank mandate. g. To consider replacing both notice boards currently sited at the Village Hall.
8.	<p>Governance:</p> <ul style="list-style-type: none"> a. Councillors to agree increasing the financial limits within financial regulation 4.1: <ul style="list-style-type: none"> I. to allow a duly delegated committee to purchase revenue items for the Council under £500 (currently £100) where there is sufficient budget II. for the Clerk, in conjunction with the Chairman of the Council or Chairman of the appropriate committee to purchase revenue items up to £500 (currently £100) where this is sufficient budget.

	<ul style="list-style-type: none"> b. To appoint a Councillor/s to review the Councils internal control statement.
9.	<p>To receive updates and reports from officers and consider action required:</p> <ul style="list-style-type: none"> a. Rattlesden Gliding Club Airfield Liaison Committee L Basham. b. Footpaths L Mitchell. c. Road Safety L Basham. d. Tree Warden M Drury. e. Village Hall C Hall <ul style="list-style-type: none"> I. To note confirmation of the Village Halls insurance cover. II. To consider the Parish Councils response to the village halls questionnaire. f. Playing Field: M Drury <ul style="list-style-type: none"> I. To receive an inspection report and agree any action require. II. To note a smart meter has been fitted and the electric meter cabinet has been refurbished. III. To consider access from Mill Gardens on to the playing field noting the lack of a large area of fencing and the condition of the remaining fencing. IV. To receive estimates to replace the surface dressing under the benches and tables. V. To consider the second stage of the playing field regeneration project. g. To consider a vacancy for a Village Recorder for The Suffolk Local History Council.
10.	<p>To receive any news or requests for action relating to the Allotments:</p> <ul style="list-style-type: none"> a. Invoices outstanding. b. Bill for water usage.
11.	<p>Any other matters for information, to be noted, or for inclusion on a future agenda.</p>

12.	Correspondence: Councillors to note any correspondence previously circulated and consider any action.
13.	To note the date of the next meeting as Monday 12 December 2022.
14.	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
15.	To receive a recommendation from the staffing committee following the Clerks annual appraisal and agree action as appropriate.
16.	Chairman to close the meeting.

Tina Newell

Tina Newell Clerk I Buxhall Parish Council
9, November 2022