



BUXHALL PARISH COUNCIL

Chairman: Councillor David Steed
Clerk: Tina Newell
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You are invited to attend an extra ordinary meeting of BUXHALL PARISH COUNCIL to be held on **Wednesday April 15th 2020 at 7.30pm**. In accordance with the statement from the Local Government Secretary on 3rd April 2020 this meeting will be carried out remotely using the remote platform Zoom. The meeting will consider the items set out below and is open to the public and press who are asked to contact the Clerk before 3pm on the day of the meeting for details on how they can join.

Tina Newell

Clerk and RFO to Buxhall Parish Council

April 8th 2020

AGENDA

1. **To receive and consider apologies for absence** (in accordance with Schedule 12 of the Local Government Act 1972). Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered are also to be recorded. Under Section 85 (1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted.
2. **To receive declarations of interest in accordance with the council's Code of Conduct for the items on the agenda.**
3. **To consider any written requests for dispensations relating to disclosable pecuniary interests.**
4. **To consider, approve and sign the minutes of the Parish Council meeting of March 9th 2020 as a true record** (appended).
5. **Public Forum (this section at the Chairman's discretion may last up to 15 minutes):**
 - a) To receive questions and matters of interest from those present.
6. **Planning**
 - a) **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):**
 - i. DC/20/01153 - Change of use of agricultural building to holiday let building to rear of Cottage Farm, Mill Road, Buxhall
 - ii. DC/20/01243 – Erection of new gate lodge together with external works Buxhall Vale, Purple Hill, Buxhall IP14 3DH
 - b) **Council to note the following determinations made by MSDC:** none to note
7. **Finance:**
 - a. To consider and approve the finance report for the year ended 31st March 2020 including bank reconciliation and budget to actual spend (appended)

- b. Council to consider and agree the year end reserves (appended)
 - c. To consider Parish Council owned assets as at 31st March 2020 (appended)
 - d. To approve and authorise April payments by both cheque and internet banking (appended)
 - e. To note the Clerk has actioned a VAT reclaim for VAT paid from 1st April 2019 to 31st March 2020 totalling £794.35.
 - f. To note the Parish Council printer is no longer working and to consider requesting sharing a printer and all associated costs.
8. **Governance:**
- a. To review the Councils Standing Orders and Financial Regulations (previously issued)
 - b. To receive an update on the 2019/20 Annual Governance and Accountability Return
 - c. Further to new guidance received April 6th 2020 removing the requirement for the 2020 annual meeting Council to consider holding the Annual meetings on 11th May 2020 as previously agreed.
9. **Playingfield:**
- a. To receive notification that a total of £61,649 has been awarded in grant funding for phase one of the regeneration project.
 - b. Council to agree to the terms & conditions of the Viridor Credits grant (previously issued)
 - c. To consider and agree sending a cheque for £2,500 as the third party contribution (TPC) to Viridor on behalf of MSDC who will reimburse the Parish Council by direct bank transfer (included with payment schedule (item 7d)) as MSDC cannot issue cheques
 - d. Council to discuss and agree the supplier to carry out the regeneration of the playingfield (supplying and installing the agreed equipment) (quotes and terms appended)
10. **Date of the next meeting:** to be decided in item 8c of this agenda
11. **To close the meeting**