

BUXHALL PARISH COUNCIL

Minutes of the Parish Council Meeting held on 8 March 2021 remotely via Zoom

Councillors Present by video and audio: David Steed (Chairman) (DS), Malcolm Manning (Vice Chairman) (MM), Les Basham (LB), Chris Hall (CH), Michael Drury (MD) and Steve Farrell (SF).

In Attendance by video and audio : Penny Otton (District and County Councillor) (PO), Tina Newell (Clerk) and zero members of the public.

080321/01 **Apologies for absence:** Cllr LB will be in attendance later in the meeting after attending a 'Conversation about speeding' at SALC.

080321/02 **Declarations of Interest and Dispensation considerations:** None

080321/03 **Minutes of previous meeting:** All Cllrs confirmed receipt of the draft minutes for the meeting held on 11 January 2021 prior to the meeting. MM proposed to accept these, seconded by CH with all Cllrs in favour it was resolved to accept these minutes as a true record of the decisions made (minute reference 110121/01 to 110121/48 inclusive).

080321/04 **Matters of report from previous meeting:** Councillors confirmed receipt of the matters of report from the previous meeting with no questions.

Public Forum:

080321/05 Councillors confirmed receipt of the District and County Cllrs report prior to the meeting which is appended to these minutes. PO's report confirmed a Council Tax rise in 2021/22 of 3.99% representing an increase of £53.55 for a Band D property; County Council elections will go ahead on 6th May 2021; residents who pay for brown bins will not be charged for weeks when these were not collected.

080321/06 CH asked what type of building the District Council has purchased with money loaned from the public works loan board in Coventry for £5.5 million. PO will seek clarification.

080321/07 MM asked when the potholes in Edmunds Road will be repaired to which PO replied they are on the list.

080321/08 PO left the meeting.

080321/09 No applications have been received to fill the one casual vacancy.

Planning:

080321/10 All Cllrs noted there were no planning applications to consider.

080321/11 Cllrs considered the Ministry for Housing Communities and Local Government (MHCLG) consultation and agreed to make no comment.

Finance:

Councillors noted the following income since the last meeting

	Date	Description	£
080321/12	02 02 21	VAT	10,109.90
080321/13	05 02 21	ICO refund of duplicate payment	35.00

- 080321/14 All Councillors confirmed receipt of the bank reconciliations, supported by bank statements, for the period ended 28 February 2021 prior to the meeting noting the combined value of cash available was £92,897.04
- 080321/15 All Councillors confirmed receipt of the budget to actual receipts and payments for period ended 28 February noting £1,515,86 as the remaining budget left to spend (excluding capital projects funded from reserves) with a further £902.52 received as unbudgeted income the total available to spend this financial year is £2,418.68.
- 080321/16 With no further questions all Councillors agreed to accept the finance report as a true reflection of the Councils payments and receipts up to 28 February 2021.
- 080321/17 Councillors authorised the following gross payments to be paid by internet banking confirming a full schedule with details had been circulated prior to the meeting:

	Payee	Description	£
080321/18	T Newell	Salary & office costs	450.31
080321/19	Eon	Electricity	61.21
080321/20	Corsican	Tree works	1,170.00
080321/21	MSDC	Grass cutting	504.00

- 080321/22 Cllrs considered a donation to the Buxhall Broadcast. After discussion it was agreed to donate £275.00 recognising the importance of this publication
- 080321/23 All Cllrs confirmed receipt of a draft PIIP prior to the meeting and agreed for the working party to continue with plans to present this to residents.
Governance:
- 080321/24 All Cllrs noted the Internal Audit has been scheduled for Thursday 29 April 2021. Guidance as to how this is carried out (remote or in person) has not yet been issued.
- 080321/25 A review of the Internal Control Procedures had been carried out by CH. All Cllrs resolved to accept the review with no actions required.
- 080321/26 A review of the Parish Councils risk assessments has been carried out by the working party resulting in no changes or recommendations. All Cllrs resolved to accept this review with no changes.
Footpaths:
- 080321/27 Footpath number 027 had been completely obstructed by a pipe from the current development on Brettenham Road. Clerk reported this to SCC who instructed the prompt removal of this pipe.
Allotments:
- 080321/28 All Cllrs confirmed receipt of the allotment register prior to the meeting and agreed to accept this as true reflection of the usage and income from the allotment.
Play area:
- 080321/29 MD carried out the regular monthly inspections commenting only on the poor condition of the wooden bench near the car park.
- 080321/30 MD looked into replacement basket balls net between and Cllrs delegated authority to MD to purchase these up to £20.00.

- 080321/31 Two quotes were received for the grass cutting and strimming at the playing field for 2021/22 season from Top Garden Services £640.00 and MSDC £507.60; Top Garden included cutting and strimming every 14 days from March to October blowing any grass clippings off pathway and play equipment and applying Herbicide to hardstanding areas including pathways and the car park. After discussion all Cllrs resolved to instruct Top Garden for the season commencing March 2021 agreeing they offered more value,
- 080321/32 LB entered the meeting.
- 080321/33 Further to an email enquiring about the hire of the playing field as no formal application form had been completed Cllrs agreed there was nothing to consider.
- 080321/34 After consideration all Cllrs declined to take part in the MSDC review on its leisure, sport and physical activity consultation.
- Road Safety:**
- 080321/35 LB confirmed Automatic Number Plate Recognition (ANPR) cameras are being implemented by the County Council and Parish Councils can apply for one.
- 080321/36 Community Speedwatch training will recommence w/c 29th March 2021 although there has been no date set as yet for Buxhall's training.
- 080321/37 Bins continue to be placed in such a way so as obstructing easy access to the residents to refrain from obstructing this.
- 080321/38 Cllrs agreed to hold the annual meeting of the Parish and the annual Parish Council meeting virtually on Thursday 6 May from 7pm.
- 080321/39 **Any other matters for information, to be noted or for inclusion on a future agenda:** PIIP, village litter pick, use of allotments for keeping chickens.
- 080321/40 **To consider days for future meetings:** After consideration all Cllrs agreed to continue with meeting on a Monday and noted the date of the next scheduled meeting as Monday 12, April 2021. After discussion all Councillors resolved to hold this virtually.
- 080321/41 **Chairman closed the meeting at 20.53pm**