

BUXHALL PARISH COUNCIL

Minutes of the Parish Council Meeting held on 11 January 2021 remotely via Zoom

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

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

- 110121/01 **Apologies for absence:** Councillor Steve Farrell (SF) offered his apologies due to work commitments.
- 110121/02 All Cllrs consented to SF apologies
- 110121/03 **Declarations of Interest and Dispensation considerations:** None
- 110121/04 **Minutes of previous meeting:** All Cllrs confirmed receipt of the draft minutes for the meeting held on December 7 2020 prior to the meeting and resolved to accept these minutes as a true record of the decisions made (minute reference 071220/01 to 071220/38 inclusive).
- 110121/05 **Matters of report from previous meeting:** Councillors confirmed receipt of the matters of report from the previous meeting.
- Public Forum:**
- 110121/06 Councillors confirmed receipt of the District and County Cllrs report prior to the meeting which is appended to these minutes.
- 110121/07 MM expressed concerns regarding the poor condition of the road surface at Edmunds Road
- 110121/08 **To consider Co-option to the Council:** Clerk confirmed no applications had been received. Council agreed to advertise the post in the Buxhall Broadcast.
- Planning:**
- 110121/09 Councillors noted there were no applications to consider for comment.
Councillors noted the following applications determined by MSDC along with the decisions made:
- 110121/10 [DC/20/04882](#) Valley Farm, Valley Lane, Buxhall
MSDC: GRANTED Buxhall Parish Council: **Supported**
- 110121/11 [DC/20/03615](#) Land to the North of Copperfields, Brettenham Road, Buxhall
MSDC: GRANTED Buxhall Parish Council: **Strongly objected**
- 110121/12 Councillors noted planning application DC/20/04669 Crown Inn, Mill Road, Buxhall has been **WITHDRAWN**.
- 110121/13 Councillors noted Brettenham Parish Council have been successful in designating the Parish for a Neighbourhood Plan.
- 110121/14 **Finance:**

Signed: *David Steed*

Date: *8 March 2021*

Councillors noted the following income since the last meeting

	Date	Description	£
110121/15	07 12 20	Barclays interest	1.21

110121/16 PO joined the meeting and asked Cllrs if they had any questions further to her report; MM asked when Edmunds Road would be repaired as the road surface was disgraceful and full of potholes.

110121/17 PO left the meeting

110121/18 Councillors confirmed receipt of the Budget to Actual receipts and payments, prior to the meeting noting the reviewed budget figures as approved at the December meeting

110121/19 Clerk informed Cllrs the ICO refund (£35.00) would be received this week.

110121/20 With no further questions Councillors approved the budget to actual report.

110121/21 All Councillors confirmed receipt of the bank reconciliations, supported by bank statements, for the period ended 24 December 2020 prior to the meeting.

110121/22 Councillor MM, as a non-signatory on the bank accounts, verified the two published bank reconciliations agreed to the bank statements.

110121/23 Councillors authorised the following gross payments to be paid by internet banking confirming invoices and receipts to support these had been circulated prior to the meeting:

	Payee	Description	£
110121/24	T Newell	Salary & office costs	251.00
110121/25	Eon	Electricity	21.91
110121/26	Polstead Press	Signage for playingfield	180.00

110121/27 Clerk confirmed the payment authorised in November to Viking had been made; there was a delay in reconciling the invoices and credit notes to the statement. Cllrs accepted the payment made was for £0.43 pence more than originally authorised.

110121/28 Cllrs considered the budget for 2021/22 . After discussion all Councillors agreed to set the budget at £5,946.91 with a precept of £4,838.91; an increase of 5% on last year.

110121/29 All Cllrs gave agreement for the Clerk to complete the direction to Mid Suffolk District Council to pay the proposed precept for the year commencing 1, April 2021.

110121/30 Quotations had been received from three suppliers to remove seven Leylandi trees on the playingfield. After consideration all Cllrs agreed to contact a local arborist and agreed to accept his quote if less than those received. Clerk would contact a neighbouring resident and accept their offer of financial assistance to the work.

110121/31 The Parish Infrastructure Investment Plan (PIIP) working party had met prior to the meeting and all Cllrs agreed to receive a draft PIIP as had been

- completed and will consider how to progress this with residents at the next meeting.
- 110121/32 Councillors considered a request for funding from Ipswich BMX Club and resolved they are not able to offer any financial assistance.
- 110121/33 Councillors gave consent for the Clerk to sign the UK Power Networks Wayleave agreement for installing a new transformer pole and two stays on the central allotment land whilst noting the wayleave would provide an income of around £25.00 a year. Clerk signed the document at the meeting.
- 110121/34 All Councillors confirmed receipt of the Internal Audit Plan prior to the meeting and resolved to accept it.
- 110121/35 Councillors resolved to accept the Clerks recommendation to appoint Trevor Brown as the Internal Auditor for the year ending 31 March 2021.
- 110121/36 Councillors noted Mid Suffolk District Council (Buxhall Footpaths Nos 17 (part) and 18 (part) Public Path Diversion Order 2020 – Town and Country Planning Act 1990 Section 257 came into effect 15 December 2020.
- 110121/37 **Road Safety:** LB advised Councillors there was no software on the Council laptop to connect to the VAS machine to allow analysis of the speed data. Clerk will contact Radarlux and request the appropriate software.
- Play Area**
- 110121/38 MM confirmed he is carrying out weekly visual checks.
- 110121/39 MD carried out the first monthly check with the following concerns:
- 110121/40 Plastic end inserts were missing from a bench and a table. Clerk will contact Kompan and request spare inserts.
- 110121/41 One net is missing from the basketball area, nuts on the backboards are rusty and weeds need treating around the edge of the tarmac. Clerk to look at the cost of the net and will bring back to the next meeting.
- 110121/42 Swing seats require cleaning; MD agreed to clean these
- 110121/43 Councillors note the rusting gouge marks at the bottom of the slide, rust spots at bottom of slide ladder and rusting nuts underneath top plate. Cllrs discussed the possibility of CIL money paying to refurbishment this.
- 110121/44 Councillors resolved to keep the play area open despite the Clerks advice to tie one swing from each set back.
- 110121/45 Notices advising users of COVID restrictions will once again be erected near the play area.
- 110121/46 **Any other matters for information, to be noted or for inclusion on a future agenda:** PIIP, grass cutting, consider the day of future meetings
- 110121/47 Councillors noted the date of the next meeting as Monday 8 February 2021 and agreed to hold this remotely using Zoom.
- 110121/48 **Chairman closed the meeting at 20:51hrs**