

BUXHALL PARISH COUNCIL

Minutes of the Parish Council Meeting held on 9 November 2020 remotely via Zoom

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

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

- 091120/01 **Apologies for absence:** None received
- 091120/02 **To receive any members declarations of interest in accordance with the Councils Code of Conduct for items on the agenda:** SF declared an interest on item 7a in accordance with the Suffolk Code of Conduct
- 091120/03 **To receive any written requests for dispensations relating to disclosable pecuniary interests:** None received.
- 091120/04 **To consider and approve the minutes of the Full Parish Council meeting held on 12 October 2020:** All Cllrs confirmed receipt of the draft minutes for the meeting held on 12 October prior to the meeting and all resolved to accept these minutes as a true record of the decisions made (minute reference 121020/01 to 121020/40 inclusive).
- 091120/05 **Matters of report:** Councillors confirmed receipt of the matters of report from the previous meeting.
Public Forum:
- 091120/06 Councillors confirmed receipt of the District and County Cllrs report prior to the meeting. The report confirmed masks are to be worn by all students on closed contract school buses from 5 November 2020 unless a health reason not to. Government has announced funding for new cycle parks in Stowmarket and Sudbury. Buxhall is classified as a Hamlet in the new Local Plan. The report in full is appended to these minutes.
- 091120/07 PO left the meeting.
- 091120/08 Three members of the public spoke against the planning application at The Crown Inn.
Planning:
Councillors considered the following planning applications and agreed the Councils comments to be submitted to the Planning Authority (MSDC):
- 091120/09 SF left the meeting
- 091120/10 DC/20/04669
Proposal: (some matters reserved, access, appearance, layout and scale to be considered) for the erection of 1 No dwelling
Location: Crown Inn, Mill Road, Buxhall, IP14 3DW.
After discussion Councillors resolved to submit the following comment: The NPPF and policies within the Local Plan, place a significant importance upon

design and layout. Policy H15 of the Local Plan states that 'All proposed new housing should be consistent with the pattern and form of development in the neighbouring area', supported by other policies namely GP1, H13, H16 and SB2. Dwellings in this area face front on to the highways; the proposal would be out of keeping in this area. Policy H15 requires new housing to be consistent with the pattern and form of development in the area and its setting. The proposal shows the loss of a significant area of car parking provision for The Crown Inn and concern was expressed over the viability of the public house because of this. The NPPF paragraph 83 states planning policies and decisions 'Should enable the retention and development of accessible local services and community facilities such as local shops, meeting places, sports venues, open space, cultural buildings, public houses and places of worship'. Councillors resolved to **OPPOSE** to the proposal.

091120/11 SF re-entered the meeting

091120/12 **DC/20/04882**

Proposal: Change of use and conversion of agricultural building to doggy day care accommodation

Location: Valley Farm, Valley Lane, Buxhall, IP14 3EB.

CH proposed to support the application confirming it utilises a redundant building. The proposal was seconded by MM and with all Councillors in favour the Council resolved to **SUPPORT** the proposal.

091120/13 **DC/20/03615**

Proposal: Erection of 3 no bungalows including associated external works

Location: Land to the North of Copperfields, Brettenham Road, Buxhall IP14 3EA.

The site is accessed via a private drive which served only two properties. The proposal as presented would mean this drive would serve 9 properties; an intensification of use of the driveway.

There are no services within Buxhall to support day to day living. There are no footpaths to Great Finborough, which is approximately one mile away which offers a Primary School and a public house. The proposal would mean an increased impact on local roads. Buxhall is served by weekly public transport this proposal would also result in an increase in private travel increasing pollution in the Countryside. Due to the location the proposal would result in creation of 3 dwellings which would be immediately visible within the public realm. The provision of employment during the construction would provide a limited short-term gain and would not increase local business growth. This proposal goes against Policy CS 2 'Development in the Countryside and Countryside villages'.

Based on these decisions all Councillors agreed to **STRONGLY OPPOSE** to this application.

091120/14 There were no planning applications determined by MSDC to note.

091120/15 Councillors received notification that an application for an Asset of Community Value had been lodged with MSDC. All Councillors agreed they would **STRONGLY SUPPORT** the application as it is presented to them.

Finance:

Councillors noted the following income since the last meeting:

	Date	Description	£
091120/16	29 09 20	Allotment rent	40.00
091120/17	08 10 20	Allotment rent	60.00
091120/18	31 10 20	Allotment rent	45.00

- 091120/19 Clerk confirmed a VAT return had been submitted (161020/16) however no receipt had yet been received into the bank.
- 091120/20 All Councillors confirmed receipt of the three bank reconciliations, supported by bank statements, for the period ended 28 October 2020 prior to the meeting noting the combined value of cash available was £115,998.89. With committed expenses of £38,462.00 and one unrepresented receipt the actual cash available was £77,581.89.
- 091120/21 Councillor MM, as a non-signatory on the bank accounts, verified the three published bank reconciliations agreed to the bank statements.
- 091120/22 The Clerk informed Cllrs of an error with payment of the Clerks wages in April and May 2020; on 20th April 2020 payment was made for £220.00 (150420/18) on 29th June 2020 payment was made for £252.50. The actual amount due for April was £220.00 plus expenses £32.50 totalling £252.50. The Clerk input net wages and then noticing the error input the gross wage. The original amount was authorised immediately and the second amount was authorised at the next release of monthly payments. This was a genuine system and human error resulting from a system failure of internet banking. As soon as the error was realised Clerk contacted the Chairman and the Clerk made a payment of £220.00 into the Parish Councils Community account to correct the error. This shows a contra both in the bank and the cash book with no adjustment needed for salary or HMRC. All Cllrs agreed with the action taken.
- 091120/23 All Councillors confirmed receipt of the budget to actual receipts and payments for period ended 28 October. With no further questions all Councillors approved this report as a true reflection of the Councils payments and receipts up to 28 October 2020.
- 091120/24 Councillors approved the following gross payments to be paid by internet banking, noting a full schedule with details had been circulated prior to the meeting agreeing to make the payment to Kompan Ltd from the Savings Account:

	Payee	Description	£
091120/25	T Newell	Salary & office costs	213.05
091120/26	Buxhall Village Hall	Hall hire	25.00
091120/27	Kompan	Play area	38,125.33
091120/28	Viking	Stationery	98.62

- 091120/29 Clerk informed Cllrs the Wave invoice for allotment water had been settled directly by the allotment holder.
- 091120/30 All Cllrs agreed to defer the consideration of completing a Parish Infrastructure Investment Plan until the next meeting.

- 091120/31 Clerk issued all Cllrs a draft budget and precept prior to the meeting. Cllrs agreed to bring this back to the next meeting after further consideration.
Governance:
- 091120/32 Clerk confirmed no requests for an election had been received and that the Council can co-opt two Councillors.
- 091120/33 Council agreed CH and MM would carry out a review of the Councils Internal Control Procedures and report back at the December meeting.
- 091120/34 The ICO are still working on applications received during the lockdown and the Parish Councils renewal has not yet been processed yet. Council resolved to make payment via direct debit.
- 091120/35 Councillors resolved not to submit any response to the Suffolk County Council Boundary review.
Road Safety:
- 091120/36 LB agreed to seek a quote for the equipment required to analyse the data from the Speed Indicator Device (SID) and Vehicle Activated Sign (VAS) and bring to the next meeting.
- 091120/37 Cllrs were informed Community Speed Watch has been suspended due to COVID 19 restrictions.
- 091120/38 Clerk to investigate the option of free issue equipment for Community Speedwatch.
Allotments:
- 091120/39 Clerk confirmed one invoice remained outstanding however the tenant had confirmed payment had been made today.
- 091120/40 CH offered concern at the condition of one allotment. Cllrs agreed to review this in the Spring time.
- 091120/41 **Any other Council business for inclusion on a future agenda:** Budget and precept, co-option, playing field inspections, playingfield maintenance.
- 091120/42 Councillors noted the date of the next meeting as 7 December 2020 and agreed to delegate the decision of how this is held to the Clerk.
- 091120/43 **Chairman closed the meeting at 8.42pm**