

# BUXHALL PARISH COUNCIL

## Minutes of the Parish Council Meeting held on 16th January 2017 in the Village Hall

Present: Cllr David Steed (chair) Cllr Jackie Taylor  
Cllr Anne Hicks Cllr Malcolm Manning  
Cllr Arthur Hicks Cllr Chris Hall

Paula Gladwell – Clerk 1 member of the public  
Tina Newell - Clerk  
District Cllr John Matthissen  
County Cllr Penny Otton

- 2016/975 **Apologies for Absence** - Cllr Hubert Mitson
- 2016/976 **Declarations of Interest** – Cllr Anne Hicks declared a non pecuniary interest in item 10a as an allotment holder (minute no 2016/995)
- 2016/977 **Minutes of Parish Council Meeting** – It was agreed that minute no. 2016/967 of 21<sup>st</sup> November 2016 be amended as Cllr Manning stated that he abstained from the vote, therefore the “all in favour” was amended to “majority in favour”  
It was agreed that Cllr Jackie Taylor be added as Present for the Planning Committee meeting on 13<sup>th</sup> December 2016. It was proposed by Cllr Steed that the minutes of the previous Parish Council Meetings were amended accordingly then approved with all in favour. The Parish Council Meeting minutes of 21<sup>st</sup> November 2016 and the Planning Committee meeting minutes of 13<sup>th</sup> December 2016 were signed as a true record.
- 2016/978 **Adjournment for:**  
**County Councillor Penny Otton’s Report** – Cllr Otton gave her report which will be attached to these minutes.  
**District Councillor John Matthissen’s Report** – Cllr Matthissen gave his report which will be attached to these minutes.  
**Public Session** – It was reported that lower branches on a tree to the side of the roundabout in Edmunds Road is causing a hazard to vehicles. Cllr John Matthissen agreed to report this to MSDC Tree Officer.  
A complaint regarding dog mess was received. It was suggested ~~agreed~~ that additional signage be put up together with an article in the Broadcast, on the Website and on the village noticeboard.  
Cllr Arthur Hicks commented on John Taylors invitation from October reference Building Energy Audit. AH has not heard anything further despite expressing an interest. Cllr Otton to look into.  
Cllr Taylor expressed concerns over roadwork diversion signage.
- 2016/979 **Meeting resumed:**  
It was Resolved to appoint Tina Newell as the new Buxhall Parish Clerk & Responsible Financial Officer. Proposed by Cllr Manning, seconded by Cllr Hall with all in favour. Approval of Contract of Employment deferred to next meeting–Tina Newell expressed her thanks at being offered the role.
- 2016/980 **Clerks Report**  
The cabinet for the defibrillator has been received. Cllr Arthur Hicks to liaise with Mark Crawford to carry out the electrical installation as per agreed quotation.
- 2016/981 **Planning**  
There were no applications to consider.
- 2016/982 The following MSDC decisions were noted:  
4179/16 Conversion of attic space into additional bedroom and bathroom accommodation (including the construction of two dormer windows, Buxhall Vale, Purple Hill – GRANTED

4183/16 Internal alterations and extensions to main house including new dining room and ancillary accommodation within the walled garden and outbuildings attached to the walled garden. Demolition of redundant dilapidated outbuildings, conversion of stable building and erection of new single storey outbuilding and barn to form ancillary accommodation to the main house and two units of accommodation for staff and visitors, Buxhall Vale, Purple Hill – GRANTED

4574/16 Erection of cast iron gates, posts and railings to main entrance from Rectory Road and painted timber gates and railings to woodland entrance opposite and north parkland entrance. Erection of painted timber inner gates set back from outer gate, erection of cast iron entrance gate with matching pedestrian pass gate and inner timber gate set back from Lower Road.

Alterations to entrance drive, Buxhall Vale, Purple Hill – GRANTED

4580/16 and 4581/16 Installation of below ground swimming pool, erection of changing room facilities and parkland machinery store, Buxhall Vale, Purple Hill – GRANTED

2602/16 and 2603/16 Conversion of 2 no. agricultural barns to 2 no. dwelling with demolition of agricultural buildings and silos, erection of car port, installation of package treatment plant, Barns at Leffey Hall, Brettenham Road – GRANTED

### **Finance**

2016/983 The Finance Report for January 2017 was approved.

2016/984 The following payments were approved, Proposed by Cllr Manning, sec Cllr Taylor with all in favour: Clerk's salary & exp Nov. & Dec.

2016/985 HMRC Q3 payment

2016/986 Hall Hire £50.00

2016/987 Anglian Water £22.67

2016/988 Heels Lodge Audit £66.00

2016/989 CAS Website £60.00

2016/990 It was Resolved to approve the attendance of the new clerk on a two day Clerks Course at SALC at a cost of £100. Proposed by Cllr Steed, with all in favour. It was noted that it may be possible to share the cost of clerk training with a second council.

2016/991 The budget for 2017/2018 was reviewed and an amendment was agreed to the reserves-It was resolved to approve the budget for 2017/2018, Proposed by Cllr Arthur Hicks, sec Cllr Hall with all in favour.

2016/992 It was noted that the precept requirement raised by the budget process of 4002 showed a slight increase over the previous year resulting in an additional 0.72pence per Band D household for the year. It was resolved to set the precept for 2017/2018 at £4002 and the request forms were duly completed and signed. Proposed Cllr Arthur Hicks, sec Cllr Hall with all in favour.

### **Playing Field**

2016/993 Quotes for replacement seats and chains were considered. It was resolved to ~~with the~~ purchase from G B Sport & Leisure at an approx cost of £350.00 proposed by Cllr Arthur Hicks and seconded by Cllr Manning with all in favour.

Cllr Otton suggested an application be made to her Locality Budget for help with the replacement swing seats. The clerk will apply.

Cllr Arthur Hicks suggested to consult with public over more substantial plans for playground equipment during next twelve months to include information signs and outside gym equipment. Clerk to look into possible available Grants.

2016/994 It was noted that Vertas have not yet submitted a quote for grass cutting for the 2017 season despite numerous requests. It was Resolved to accept the quote from MSDC for grass cutting for 2017/18 at £400 proposed by Cllr Arthur Hicks, sec Cllr Anne Hicks with all in favour. Clerk to write to Vertas with a copy of previous letter confirming cancellation of services.

### **Allotments**

2016/995 It was agreed that newly drafted tenancy agreements should be issued to all tenants at least 3 months prior to the start of the new Allotment year in October. This will allow each contract to have plot measurements included once Cllr Steed has completed ~~to~~ marking out, measuring and re numbering plots.

Thanks were extended to Cllr Steed and Cllr Mitson for the cutting of the allotment boundary hedge.

It was agreed to defer cleaning ditches until absolutely necessary.

Cllr Anne Hicks suggested we re-advertise any vacant plots in local newsletters.

Clerk to look at extending the water availability to other ~~pipe for all users~~ plots once they have been marked out.

2016/996 **Consultations** – SCC Budget Setting Consultation - It was agreed that no comments be submitted

Suffolk Police – Local Policing Review - It was agreed that no comments be submitted.

SCC Minerals and Waste Local Plan - It was agreed that no comments be submitted at this time.

### **Footpaths**

2016/997 It was noted that the footpath from the village hall to Footpath Cottage was very muddy underfoot It was agreed Clerk would contact SCC.

Concerns regarding dog fouling on the footpaths was addressed. The provision of dog bins was considered; it was agreed that there would be no purchase of dog bins at this time. It was agreed that further signage may help to reduce the problem. The clerk will source signs and reiterate the councils concerns in Newsletter.

### **Correspondence**

2016/998 Cllr Anne Hicks was concerned about recent burglaries. It was suggested a neighbourhood watch scheme be reinstated. Clerk to look into schemes and possible police attendance at a meeting. Cllr Manning suggested asking for ideas in Broadcast with Clerk or Cllrs as point of contact.

Matters to be brought to the attention of the council

2016/999 Cllr John Matthissen suggested that MSDC planning dept has a revised view regarding their support for market value housing being approved with an Affordable Housing Scheme. It was noted that this advice is in contradiction to the last correspondence from Paul Bryant, the housing enabler at MSDC who confirmed that an Affordable Housing Scheme for Buxhall at the only site available was unlikely to attract a Housing Association and that the current local need registered with the District Council was only 6. Cllr Matthissen asked for consideration of the Affordable Housing to go back on the next agenda in order for Hastoe Housing to be invited to a meeting to discuss village housing needs. It was agreed that at this time support for an Affordable Housing Scheme in Buxhall was unlikely and would not be included on the next agenda however the clerk will go back to Paul Bryant for an update on situation.

2017/001 Cllr Anne Hicks asked for the date of reinvestment of Santander Bond. Clerk thought it to be February but will confirm.

Cllr D Steed closed the meeting.

**The next Meeting of the Parish Council will take place on Monday 20<sup>th</sup> March 2017 at 7.30pm in The Village Hall**