

BUXHALL PARISH COUNCIL

Minutes of the Parish Council Meeting held on 16th September 2013 in the Village Hall

Present: Cllr. Hubert Mitson Cllr Derrick Gant
Cllr. Peter Jordan Cllr Keith Proctor
Cllr Chris Hall Cllr David Steed
Cllr Anne Hicks Cllr Hall
Paula Gladwell – Clerk County Cllr Penny Otton
2 members of the public District Cllr Matthissen

2013/395 **Apologies for Absence** - None

2013/396 **Declarations of Interest** – Cllr Hicks pecuniary interest item 6 (min no 2013/411)

2013/397 **Minutes of Parish Council Meeting** – It was proposed by Cllr Mitson that the minutes of the previous Parish Council Meeting were approved with all in favour. The Parish Council Meeting minutes of 22nd July 2013 were signed as a true record.

2013/398 **Adjournment for:**

Cllr Penny Otton's Report – Cllr Otton gave her report. The fire service has given a presentation at Rattlesden recently on fire safety in the home which was a very useful exercise and one which hopefully will be repeated. Free smoke alarm inspections are available. Free electric blanket testing at Stowmarket Fire Station on 11th October. Final plans for Great Finborough Primary School have now been submitted for consultation. This application will be decided by SCC. Community Right to Bid is supported by MSDC and communities can ask for their Assets of Community Value to be added to a register which would give some safeguards for the community, such as extended time in order to prepare and submit any bid for the asset, should the site come up for sale or alternative use.

Council agreed not to register any community assets at this time.

Police Report – PCSO Colette Denny gave her report. There have been no crimes in the village since the last meeting. In response to high level of daytime dwelling burglaries there is currently an operation tasked with targeting these offences and responding quickly to any suspicious activities. There has been a huge reduction in the offenses committed with many arrests and vehicle seizures with offenders currently on bail or remanded in custody.

Cllr John Matthissen Report – Cllr Matthissen gave his report. The Stowmarket cycle map has been published. The final stage of appointing staff at MSDC has been "paused", 70 vacancies are unfilled mainly in planning and housing. The executive has approved the Chilton Leys Development brief for public consultation, the brief excludes the Chilton Fields sports land but this does not protect the fields for all time.

Public Session – It was reported that a kerbstone on the roundabout in Edmunds Road has risen up and is causing a hazard to vehicles. Cllr Otton agreed to report this.

Sunila Osborne – Rural Housing Enabler, Community Action Suffolk – Sunila gave a detailed explanation of the process involved in carrying out a Housing Needs Survey which would establish whether there was a need in the village for Local Affordable Housing. It was confirmed that there would be some printing and postage costs associated with a survey but that Sunila's time and input to help the council through the process would be covered by MSDC. The survey would need to be sent to every household to find out whether anyone with a local connection would like to live in the parish if housing was affordable for them. If a significant need was established from the survey then the parish council could pursue a project with a Housing Association to identify a suitable plot and build a scheme of local affordable properties. It was resolved to carry out a Local Needs Survey, Prop Cllr Mitson with all in favour. A Working Group was set up to include the clerk and Cllrs Hicks and Steed who would meet with Sunila to take the project forward. Cllr Matthissen agreed to carry out any printing needed for the distribution of the survey.

Meeting resumed:

2013/399 **Planning** – There were no applications to consider.

2013/400 There were no MSDC decisions to note.

- 2013/401 **Finance** – The clerks financial report for September was approved.
- 2013/402 The following payments were approved with all in favour: Clerks salary for July & August
- 2013/403 Eon £24.58
- 2013/404 MSDC Road Sign £52.70
- 2013/405 Suffolk Acre Insurance £681.06
- 2013/406 It was resolved to reinvest the £100,000 capital from the maturing bond back with Santander at 1.40%. Proposed by Cllr Hall with all in favour. The interest gained from the maturing bond would be transferred to general reserves.
- 2013/407 The completion of the Annual Return and External Audit by BDO was approved. There were no matters arising.
- 2013/408 It was resolved to award the following Grant Donations under S137, Prop Cllr Mitson with all in favour. Optua £50, Suffolk Accident Rescue £50, St Elizabeth Hospice £50
- 2013/409 It was resolved to award the following Grants, Prop Cllr Mitson with all in favour; Mid Suffolk CAB £50, Buxhall Broadcast £156
- 2013/410 It was agreed that the 2013/14 National Salary Award for Local Council Clerks be applied to the clerk's salary.
- 2013/411 **Allotments** – It was resolved to keep allotments rents constant with no increase for 2013/14 Proposed Cllr Mitson with all in favour
- 2013/412 **Correspondence** – The request received from the Football Club for the use of the playingfield for the 2013/14 season was unanimously agreed and good wishes for the season extended.
- 2013/413 There were no comments to further tabled correspondence.
- 2013/414 **Internal Control Documents** – Standing Orders and Financial Regulations together with all policies and procedures were reviewed with no amendments proposed. It was resolved to approve the reviewed documents. Proposed Cllr Mitson with all in favour.
- 2013/415 The Risk Assessment was reviewed and it was agreed that no amendments or additions were identified. It was resolved to approve the reviewed Risk Assessment, proposed Cllr Mitson with all in favour.
- 2013/416 A review of the effectiveness of councils governing arrangements and systems of internal control was carried out. All controls in place were felt to be effective and no areas for development were identified.
- 2013/417 **Matters to be brought to the attention of the council** – Cllr Jordan confirmed that the new road sign would be erected as soon as possible.

The next Parish Council meeting will take place at 7.30 on Monday 18th November 2013.