

BUXHALL PARISH COUNCIL

Minutes of the Parish Council Meeting held on 21st September 2015 in the Village Hall

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

Paula Gladwell – Clerk 0 member of the public
County Cllr Penny Otton

2015/720 **Apologies for Absence** – District Councillor John Matthissen

2015/721 **Declarations of Interest** – Cllr Anne Hicks declared a prejudicial interest in item 7f (min no. 2015/736)

2015/722 **Minutes of Parish Council Meeting** – It was proposed by Cllr Mitson that the minutes of the previous Parish Council Meetings were approved with all in favour. The Parish Council Meeting minutes of 20th July 2015 and the Planning Committee Meeting minutes of 18th August 2015 were signed as a true record.

Meeting adjourned.

County Cllr Penny Otton – Cllr Otton gave her report. A panel has now been set up to review the proposed extensions to 30 MPH limits for High Road, Great Finborough and Finborough Road, Onehouse. The councils have submitted their Devolution bid to government and an outcome is awaited. There is to be a major review of all education staff, with 9 new roles but £300K savings. A report to cabinet will recommend that all rural transport contracts go out for re tender including the Suffolk Links contract which ends in April 2016. Any successful bid will be expected to link with the bus and rail network, they will also offer the Endeavour card for 16-19 year olds. At the meeting on 1st September of the Gliding Club liaison group it was noted that there had been no complaints, it was agreed that the December meeting will not take place unless any problems are raised.

In response to a letter read by the clerk Cllr Otton confirmed that a cross councils meeting was planned to consider what help can be given to accommodate Syrian refugees, any feedback would be reported as soon as possible.

District Councillor John Matthissen – No report

Public Session – No questions

Meeting resumed:

2015/723 **Clerks Report** – It was confirmed that information regarding the responsibilities of an employer and staff appraisals etc was available on the SALC website. Barclays bank have confirmed that the residential address for correspondence had not been changed along with the business address which has resulted in the new authentication card for internet access being cancelled as undeliverable, a further letter requesting the change and reissue of the card was signed.

2015/724 **Planning** – It was resolved to send the following comments to MSDC for application no 2741/15 and 2779/15 Erection of single storey side extension, Replace 1no. French doors with window, Maypole Farm, Rattlesden Road *"Buxhall Parish Council have no comment to make for this application and defer to the more experienced views of Historic England and planning officers"*

2015/725 The following MSDC decisions were noted; Application no. 2235/15 Erection of annexe and garden store, Churn Milk Farm, Brettenham Road – GRANTED

2015/726 **Finance** – The clerks Financial Report for September 2015 was approved.

2015/727 The following payments were approved, proposed by Cllr Mitson, Sec Cllr Hall with all in favour: Clerk's salary August

2015/728 Eon DD £23.13

2015/729 Village Hall Hire £50.00

- 2015/730 The completion of the BDO external audit was noted, there were no issues arising that required action.
- 2015/731 Following a review of the assets it was resolved to remove the East boundary fence as this has not been maintained and is pretty much nonexistent in most places and to add the wooden bench in the church porch at a nominal value of £1. The fence would be removed from the insurance schedule at £1277, it was noted that the bench was already covered on the insurance.
- 2015/732 Various quotes had been received for insurance cover including Aviva at £822.4 and Ecclesiastical at £971.23. The renewal quote from CAS came in at £577.00 with Came & Company via Hiscox at £322.55. It was resolved to move the insurance provision to Came & Company at the quoted premium of £322.55 proposed by Cllr Arthur Hicks, seconded Cllr Anne Hicks with all in favour.
- 2015/733 It was resolved to award the following grant donations under section 137 of LGA 1972 £100 to St Elizabeth Hospice and £100 to St Nicholas Hospice Care. Proposed Cllr Hall, seconded Cllr Anne Hicks with all in favour.
- 2015/734 It was resolved to make a donation to the Buxhall Broadcast of £200 Proposed Cllr Hall, seconded Cllr Anne Hicks with all in favour.
- 2015/735 It was resolved to donate £100 to Mid Suffolk Citizens Advice Bureaux, Proposed Cllr Hall, seconded Cllr Anne Hicks with all in favour.
- 2015/736 It was resolved that Allotments rents for 2016/17 would remain the same. Proposed Cllr Mitson, seconded Cllr Arthur Hicks with all in favour.
- 2015/737 **To review Internal Controls** - 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.
- 2015/738 The Risk Assessment was reviewed with no amendments suggested. It was resolved to approve the reviewed Risk Assessment, proposed Cllr Mitson with all in favour.
- 2015/739 **Effectiveness of Internal Control** – 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.
- 2015/740 **Correspondence** - There were no comments to tabled correspondence.
- 2015/741 **Housing Needs Working Group** – Recent meeting with MSDC and CAS had been cancelled by Sunila Osborne therefore no report available on progress.
- 2015/742 **Provision of VAS** – The clerk passed on Cllr Taylors report on her recent visit to Great Barton to see the Radarlux machine working there and further investigation into the Westcotec machine as the demonstration video had not been sent. The recommendation was that the Radarlux machine would be the most suitable. It was noted that this is also the favoured machine of Felsham Parish Council. It was resolved to order the Radarlux VAS in partnership with Felsham Parish Council at the quoted price of £2835.95 with a £1000 contribution to the costs to match Felsham PC with the balance in funding to come from SCCllr Penny Otton and the MSDC Locality Award fund. It was agreed that the order be placed and paid for and the total vat reclaimed, with grant monies and the Felsham donation to be claimed back in due course. Proposed Cllr Mitson, with all in favour. It was suggested that a third set of batteries be purchased to ensure that batteries did not need to be moved between the villages. The Memorandum of Understanding for SCC was considered, agreed and signed. It was noted that Cllr Otton had agreed to fund the installation of the verge posts and that volunteers may have to be provided with Hi vis jackets.
- 2015/743 **Application for Conservation Area status** – Only 9 responses had been received to the consultation and it was agreed that further consideration of the proposed application be deferred to the November meeting to await further replies.
- 2015/744 **Matters to be brought to the attention of the council** – None

The next Parish Council meeting will take place on Monday 16th November 2015, 7.30pm at The Village Hall