

# BUXHALL PARISH COUNCIL

## Minutes of the Parish Council Meeting held on 22<sup>nd</sup> July 2013 in the Village Hall

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

- 2013/375    **Apologies for Absence** – Cllr Anne Hicks, Cllr Hall & District Cllr Matthissen late  
2013/376    **Declarations of Interest** – None  
2013/377    **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 20<sup>th</sup> May 2013 were signed as a true record.
- 2013/378    **Adjournment for:**  
**Cllr Penny Otton's Report** – The Scrutiny committee have recently looked at Activities for Young People, there are lots of places to go but a lack of public rural transport makes many of them out of bounds for village children. The new Endeavour card is now available with promotional material out so hopefully over 16's will apply before the September return to school. It has been confirmed that Stowmarket area middle schools will be closed as part of the organisation review, Cllr Otton's proposals for SOR were turned down by the monitoring officer however a judicial review has been agreed against the monitoring officers decision so Cllr Otton's proposal will be taken into consideration. The Highways meeting with John Simpson covered speeding and a change of priority at the bridge at Onehouse, but without much promise of change. A locality bid for tree work at the church has been given. There will be a Fire Safety meeting at Rattlesden Pavilion on 13<sup>th</sup> August which is open to all.  
**Police Report** – The clerk read the police report. There have been no crimes in the village since the last meeting.  
**Cllr John Matthissen Report** – deferred  
**Public Session** – A further road sign for Mill Road has been requested at the junction with Rattlesden Road. It was agreed that with a new one planned for the Great Finborough Road end it would be too much urban creep to agree yet another.  
**Meeting resumed:**  
Item 5 was brought forward.
- 2013/379    **Finance** – The clerks financial report for July was approved.  
2013/380    The following payments were approved with all in favour: Clerks salary & Exp for May and June
- 2013/381    HMRC Q1 Payment  
2013/382    Village Hall Hire £24.00  
2013/383    Salc Internal Audit £136.80  
2013/384    It was resolved not to purchase a brown bin for the village hall at this time. Prop Cllr Steed with all in favour.
- 2013/385    The completion of the Internal Audit by SALC was noted. All was shown to be in order with no action to be taken.  
          Cllrs Hall and Matthissen entered the meeting
- 2013/384    **Adjournment for**  
**Cllr Matthissen Report** – The reorganisation is settling down with all voluntary redundancies completed and most jobs filled. Groups of members and officers are starting to look at how radical changes can be made to save money. The caravan at Cottage Farm has been moved across the road and subsequently broken up and burnt resulting in the conclusion that the enforcement order has been actioned. Cllr Matthissen suggested that no further reporting would be made against the owner of the land where the remains of the caravan finally rests.

## Meeting resumed

- 2013/385 **Planning** – It was resolved to send the following responses to MSDC for applications; 1544/13 Change of Use of land to allow the siting of 5no. camping pods and 1no. toilet pod for holiday use. Creation of car parking area and access roads and footpath. Installation of sewage treatment plant at Oaklands, Rattlesden Road. NO OBJECTION and
- 2013/386 1922/13 Demolition of existing side flat roof extension and rear conservatory. Erection of a two storey side extension and conservatory, 5 Edmunds Road NO OBJECTION
- 2013/387 The following MSDC decisions were noted; 0377/13 Use of land to facilitate functions associated with existing restaurant use and provision of ancillary outside dining area, Buxhall Vale, Purple Hill – GRANTED and 0378/13 Construction of tennis court at Buxhall Vale, Purple Hill - GRANTED
- 2013/388 **Housing Needs Survey** – It was agreed that a working group would not be set up. Following discussion it was suggested that although one resident had expressed interest in affordable local housing at the Annual Parish Meeting that there has been no further need identified and council were unsure whether a survey was needed. The clerk confirmed that there would be some costs attached to carrying out a survey but that it was the only way to successfully establish what the local need was. A short question sheet added to the Broadcast was dismissed as it was confirmed that the confidentiality of peoples responses was extremely important in encouraging people to come forward with their social needs. MSDC have confirmed that they will finance a housing enabler from Suffolk Acre to guide the council through the procedure and Suffolk Acre will provide the analysis of the completed questionnaires in confidence. It was agreed that Sunila Osbourne from Suffolk Acre be asked to attend the next council meeting to explain the process and any relevant costs.
- 2013/389 **Correspondence** – There were no comments to correspondence tabled.
- 2013/390 **Matters to be brought to the attention of the council** – The grass around the play equipment had not been strimmed. Cllr Gant confirmed that he would talk to the contractor to get this carried out as soon as possible.
- 2013/391 The website is up and running although it is a “work in progress” The clerk seeks information from other organisations in the village for inclusion.
- 2013/392 It was agreed to contribute a quarter share of £15 to provide an up to date CAB reference book for the clerk.
- 2013/392 The clerk reported from the recent Village Hall AGM; no members of the public attended, the treasurer stood down and the secretary did not turn up. All other trustees attended and were re elected as trustees or representatives of other village groups. Hubert has taken on the chair for one more year and it is understood that a treasurer and secretary have been successful sought out. Another meeting was fixed for September. It was agreed that the management committee for the village hall under the umbrella of the trustees is now going forward and needs no further involvement from the parish council at this time.
- 2013/393 **Motion to exclude temporarily the Public and Press** - It was resolved to exclude the Public and Press pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed concerning staff contracts of employment.
- 2013/394 It was agreed that the clerks salary be set at scale point 21 and an annual contribution of £50 be made towards space, lighting, depreciation of computer equipment, heating and electricity for the council office at the clerks home. Proposed Cllr Proctor, sec Cllr Hall with a majority in favour 5 -1

**The next Parish Council meeting will take place at 7.30 on Monday 16<sup>th</sup> September 2013.**