

BUXHALL PARISH COUNCIL

Minutes of the Parish Council Meeting held on 23rd May 2016 in the Village Hall

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

Paula Gladwell – Clerk

0 member of the public

- 2016/847 **Nominations and Election of Chairman** – Cllr Steed was nominated, Proposed by Cllr Mitson, Sec Cllr Manning. Cllr Steed was duly elected with all in favour.
- 2016/848 **Acceptance of Office of New Chairman** - Cllr Steed signed the Declaration of Acceptance of Office and on behalf of the whole parish thanked Cllr Mitson for his contribution to the parish council for so many years, both as a councillor and throughout the long years of his chairmanship. Acknowledgment was given for this phenomenal achievement with thanks for the commitment Hubert has given to the village and the parish council.
- 2016/849 **Nominations and election of Vice Chairman** – Cllr Mitson was nominated and elected as Vice Chairman. Prop. Cllr Manning, Sec Cllr Arthur Hicks with all in favour.
- 2016/850 **Apologies for Absence** - None
- 2016/851 **Declarations of Interest** – None
- 2016/852 **To Appoint Officers and Representatives** –
Village Hall Committee Representative – Cllr Arthur Hicks was nominated and accepted. Prop by Cllr Mitson, sec Cllr Taylor with all in favour.
- 2016/853 Garnham Salter Trust – Keith Proctor was nominated, Prop by Cllr Steed with all in favour.
- 2016/854 Footpath Officer – Cllr Manning was nominated and accepted, Prop Cllr Mitson, sec Cllr Hall with all in favour.
- 2016/855 **Minutes of Parish Council Meeting** – It was proposed by Cllr Steed that the minutes of the previous Parish Council Meeting were approved with all in favour. The Parish Council Meeting minutes of 18th April 2016 were signed as a true record.

Meeting adjourned.

Public Session – No questions

Meeting resumed:

- 2016/856 **Clerks Report** – An update on the position with changes to tenancy agreements and plots was noted. It was agreed that all issues have hopefully been resolved and a refund will be given for plot N.
Concerns have been expressed regarding weed growth on plot N due to the mower not being able to access it and it was noted that tenants feeling is that the lupin plot will not yield many flowers this year as it is now overrun with other stronger weeds so will need attention to bring the area in line with general grass mowing.
Cllr Arthur Hicks reported on his recent attendance at the Playing field and Village Hall course.
The skip has been removed at the car park and a start date will be chased from the contractor.
Consideration of repairs to the play equipment will be added to the next agenda and it was noted that the 2016 playground inspection is scheduled for next month.
It was noted that the revised set up for internet banking requires a second signatory to authorise payments. Payments to the clerk and HMRC for April therefore have not

been actioned and cheques will be raised. An authorised person will be set up and activated and Cllr Taylor confirmed that she currently has access for internet banking. It was agreed that the bank would be contacted to establish the best way to arrange the international payment needed for the proforma invoice for the VAS machine. It was agreed that if necessary the clerk would pay and reclaim the amount paid through expenses. Felsham Parish Council would be recharged for 50% of the net cost with the reclaim for VAT being made by Buxhall. It was noted that locality donations from Cllrs Otton and Matthissen totalling £949 had been received and would be taken into account when splitting the costs.

2016/857 **Meeting Schedule** - The meeting schedule for 2016/17 was approved.

2016/858 **Planning** – It was resolved to submit the following response to MSDC for application no. 12145/16 Erection of two storey side and single storey side/rear extension following the removal of the existing single storey side extensions, Ash Tree Cottage, Brettenham Road - *"Buxhall Parish Council have NO OBJECTION to this application based on the information available"*

2016/859 There were no MSDC decisions to note

2016/860 **Finance** – The following payments were approved, proposed by Cllr Manning, sec Cllr Taylor with all in favour: Clerk's salary April 2016 cheque.

2016/861 Clerks Salary & exp March by cheque

2016/862 Eon £26.99 D/D

2016/863 Salc Subs £169.11

2016/864 **Defibrillator** – It was confirmed that a public access defibrillator would cost between £1000 - £1200 plus a heated cabinet at £500. Ongoing costs would be incurred for insurance, electricity, replacement batteries and pads and the installation would need to be done by an electrician. It was agreed that this was a project that the council wished to take forward and that fundraising should be done. Letters of request for sponsorship will be sent to local businesses and locality budget grant applications made to Cllr Otton and Matthissen.

2016/865 **Matters to be brought to the attention of the council** – Concerns were expressed regarding missing way markers on some footpaths especially in the Valley Lane area. Cllr Manning will look into all paths and report any missing signs or other issues.

It was noted that the litter bin near the play area on the playing field had not been emptied, the clerk will report. It was confirmed that there are three litter bins owned by the parish council and under contract for emptying, the second adjacent to the car park at the playing field and the other at Edmunds Road.

It was noted that the work party to mark out and review the mapping of the allotment site will be arranged as soon as possible and the lupin bed reviewed once flowering can be assessed.

The next Meeting of the Parish Council will take place on Monday 220th June 2016 at 7.30pm at The Village Hall