

BUXHALL PARISH COUNCIL

25, Shakespeare Road, Stowmarket, Suffolk IP14 1TU Tel: 07767 163796

Chairman: Councillor David Steed Clerk: Mrs. Tina Newell

Dear Councillor:

You are summoned to attend a meeting of BUXHALL PARISH COUNCIL to be held in Buxhall Village Hall on Monday October 8th 2018 at 7.30pm. The meeting will consider the items set out below.

Any person who may find difficulty in access to the meeting through disability is asked to advise the Clerk (07767 163706) or email buxhallpc@live.com at least 24 hours before the meeting so that every effort may be made to provide access.

All Parish Council Meetings are open to the Public and Press.

Photographing, recording and broadcasting or transmitting the proceedings of a meeting by any means is permitted. It is our policy that anyone who wishes to do so must speak with the Clerk prior to the meeting.

Tina Newell

Tina Newell
Clerk & RFO to the council

October 3rd 2018

Tel: 07767 163706

Email: buxhallpc@live.com

AGENDA

- 1. To receive and consider apologies for absence** (Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted).
- 2. To receive declarations of interest in accordance with the councils Code of Conduct for the items on the agenda and to consider any written requests for dispensations relating to disclosable pecuniary interests.**
- 3. To confirm and sign the minutes of the Parish Council meeting of September 10th 2018 as a true record** (attached herewith)
- 4. Public Forum:** This section at the Chairman's discretion may last up to 15 minutes.
 - To receive report from District Councillor John Matthiessen
 - To receive report from County Councillor Penny Otton
 - To receive questions and matters of interest from those present
- 5. Planning Applications:** To consider and comment on applications made to the Local Planning Authority (MSDC) (please note: in planning matters the Council acts as the consultee of the Principle Authority. The Principle Authority being the deciding body):
 - DC/18/04358 Householder planning application – Erection of detached outbuilding and associated engineering ground works The Thatches, Brettenham Road, Buxhall IP14 3DY
- 6. Planning Decisions:** To note determinations by the Local Planning Authority (MSDC): Council are asked to note the following decision made by MSDC:

- DC/18/02933 Conversion of principle barn to dwelling. Conversion of smaller barn to 2 bedroom annexe and relocation of existing dutch barn to form garage and hobbies space both ancillary to main dwelling. Associated drainage and landscaping Adjustments to existing access to highways Barns at Leffey Hall, Brettenham Road, Buxhall **GRANTED**
- DC/18/02934 Listed Building Application Conversion of principle barn to dwelling. Conversion of smaller barn to 2 bedroom annexe and relocation of existing dutch barn to form garage and hobbies space both ancillary to main dwelling. Associated drainage and landscaping Adjustments to existing access to highways Barns at Leffey Hall, Brettenham Road, Buxhall **GRANTED**

7. Playing Field:

- To receive email of thanks from Mad Cow Motorcycle Club
- To confirm the recent ROSPA inspection on the playing field equipment has been carried out and discuss report (if available)
- To receive a proposed public consultation plan for the future of the playing field equipment
- Council to consider and agree purchasing replacement fence panels from Edmunds Road to the playing field

8. Governance:

- To receive an update on the risk assessments and the time frame
- To approve the NALC amendments to the standing orders (enclosed)

9. Community Emergency Plan: To receive an update on the proposed plan having received feedback from SCC

10. Allotments:

- To confirm all allotment invoices have been issued
- To receive a request from local resident to hire an allotment

11. Road Safety:

- To receive an update on the second location of the VAS machine
- To receive details of SCC review of Grit bin management and confirm
- To discuss Parish Councils responsibility for hedge cutting and road signs
- To discuss the cost of cutting the footpaths around the Parish

12. Finance:

- To approve the finance report for October 2018 (attached)
- To approve and authorise payment of the following:

○ Clerk salary and expenses	£294.74
○ Hall Hire July 9 th and 18 th	£25.00
○ Insurance	£348.16
○ Once Suffolk Web Site	£60.00
○ PKF Little John (2018 Audit)	£240.00
○ D J Davison (footpath cutting)	£436.22
- The Council are asked to consider paying half the cost of a lead which will enable data from the VAS to be downloaded onto the Parish Council computer for further analysis (approx. £31.25)
- To receive an update on the 2017/18 external audit from the Clerk

13. Matters to be brought to the Councils attention and for consideration for the next meeting:

Caravan to the rear of Cottage Farm

14. Date of the next meeting: Council are asked to note that the next scheduled meeting is on November 8th 2018 commencing at 7.30pm

15. To close the meeting