

BUXHALL PARISH COUNCIL

Minutes of the Parish Council Meeting held on 15th January 2018 in the Village Hall

Councillors Present: Cllr David Steed (Chairman), Cllr Arthur Hicks, Cllr Jacqui Taylor, Cllr Malcolm Manning, Cllr Anne Hicks

In Attendance: Tina Newell (Clerk), County Cllr Otton District Cllr Matthissen and zero members of the public

To receive and consider apologies for absence:

2017/279 Vice Chairman Cllr Hubert Mitson and Cllr Chris Hall gave their apologies.

2017/280 Council gave consent to these apologies.

2017/281 **To receive declarations of interest in accordance with the councils Code of Conduct for the items on the agenda and to consider any requests for dispensations relating to disclosable pecuniary interest:** None declared

2017/282 **To confirm and sign the minutes of the extra ordinary Parish Council meeting of 4th December 2017 as a true record.** It was resolved to accept the minutes of the Parish Council Meeting of December 4th 2017 with all in favour. The Parish Council Meeting minutes of December 4th 2017 were duly signed as a true record by the Chairman.

Matters arising for information only:

2017/283 Clerk has sent a letter to the Village Hall Committee gifting the defibrillator and cabinet

2017/284 The updated Internal Controls and Standing Orders have been circulated to all Councillors in paper format. It was resolved to adopt these at the next meeting

2017/285 Clerk confirmed the completed Precept request had been sent to the charging authority (Mid Suffolk District Council)

2017/286 Clerk has applied for £250.00 funding from District Cllr Matthissen towards the cost of maintaining the playground equipment

2017/287 Clerk has received invoices for the handles and foot rests required to repair the motorbike situated on the playfield

2017/288 Cllr Arthur Hicks has spoken with West Suffolk College (WSC) who have agreed to make a new body for the spring motorbike situated on the playing field

2017/289 Council received an update from Cllr Matthissen regarding the brown bin charge. Other Councils use the revenue from this charge as additional un-budgeted income and as such can afford to charge less than MSDC

2017/290 Cllr Matthissen suggested that there would be no freeze in the charge for Buxhall residents for the privilege of a brown bin

2017/291 Clerk has set up 'Road Alerts' to receive notifications on all local road closures/maintenance etc. Clerk will update the website with relevant notifications

Clerk Mrs Tina Newell 25 Shakespeare Road, Stowmarket, Suffolk, IP14 1TU.

T: 07767 163706 E: buxhallpc@live.co.uk

:www.buxhall.onesuffolk.net

- 2017/ 292 Council were advised that the Clerk has received notification from NALC confirming the government intends to defer the setting of referendum principles for Town and Parish Councils for three years
- 2017/293 **Planning Applications:** To consider and comment on applications made to the Local Planning Authority: **No** planning applications have been received
Planning Decisions: To note determinations by the Local Planning Authority (MSDC):Buxhall Parish Council noted the following planning decisions by the Local Planning Authority (MSDC):
- 2017/294 DC/17/05681
Householder Planning Application – Erection of first floor side extension Willow Tree Cottage (formerly known as 1 Drive Cottages), Rattlesden Road, Buxhall
Planning Permission has been **GRANTED**
- 2017/295 **DC/17/05519**
Reserved matters – submission of details under outline planning permission 2900/16 and (appeal App/W3250/W16/3163111) for 1.5 storey dwelling – details of access, appearance, landscaping, layout and scale
Householder Application - Addition of a new vehicular access
Location: Oaklands, Rattlesden Road, Buxhall
Reserved Matters have been APPROVED
Finance:
- 2017/296 The finance report for January 2018 was discussed. The clerk confirmed invoices from Davison and MSDC are yet to be received
- 2017/297 The finance report for January was proposed by Cllr Manning seconded by Cllr Arthur Hicks with all in favour
- 2017/298 Clerk confirmed no expenses had been incurred for the allotment site.
- 2017/299 Cllr Anne Hicks asked why there was no expense line for elections within the financial report. Clerk confirmed there was no budget set for this in 2017/18 budget. The clerk confirmed an expense line will be included for elections in future reports
Council resolved payment of the following with all in favour:
- 2017/300 Clerks January Salary
- 2017/301 BDO Audit (clerk confirmed a credit of £30 had been agreed) £120.00
- 2017/302 Buxhall Village Hall Hire £12.50
- 2017/303 G B Sport & Leisure £64.50
- 2017/304 The clerk confirmed all allotment rents have now been received. This brings the income from allotments to a total of £355.00. There is one allotment plot which has paid for half a year only which is due for review March 2018
- 2017/305 The council discussed three quotations received from Internal Auditors. It was resolved to appoint Trevor Brown as Buxhall Parish Councils Internal Auditor for 2017/18 on the condition that he could provide assurance of his eligibility to carry out this service
- 2017/306 The Council confirmed they had previously opted in to the Sector Led Body Audit for a period of 5 years from the financial year 2017/18
- 2017/307 Clerk to investigate and confirm the cost of the audit, if any
- 2017/308 It was resolved to move £170.00 from the allotment budget to Audit (£63.00), Insurance (£2.39), Miscellaneous (£80.00) and Electricity (£24.61)

Clerk Mrs Tina Newell 25 Shakespeare Road, Stowmarket, Suffolk, IP14 1TU.

T: 07767 163706 E: buxhallpc@live.co.uk

:www.buxhall.onesuffolk.net

- 2017/309 **Electricity Meter at Playing Field:** It was agreed by all Cllrs not to change the current electricity meter at the Playing Field, Mill Road, Buxhall to a self-reading smart meter. Clerk to inform E-on of this decision
- 2017/310 **Grit Bins:** Further to a request from a member of the public for a grit pile to be available in Valley Lane, Buxhall, the Clerk has emailed the County Council. Despite sending reminders the Clerk has not received any response. It was resolved that the Clerk suggest the resident contact Suffolk County Council direct as this was outside the Parish Council control
- 2017.311 **General Data Protection Regulation (GDPR):** Council agreed to defer this until the Clerk has attended a briefing booked for January 30th2018
- 2017/312 **Community Emergency Plan (CEP):** The Council discussed the suitability and benefit of a CEP. Cllr Anne Hicks confirmed this had been discussed previously and was decided that Buxhall would not benefit from implementing such a plan. Clerk was invited to bring an example of a plan to the next meeting for further discussion
- 2017/313 **Battle's Over-A Nations Tribute:** The Council agreed this tribute would be more suited to an event organised by Buxhall Community Council. Clerk to forward information to the Chairman of Buxhall Community Council confirming the Parish Councils commitment to supporting them in there endeavours
- Matters to be brought to the Councils attention and for consideration for the next meeting:**
- 2017/314 Cllr Arthur Hicks suggested creating a Buxhall Village social media page on Facebook as a way to communicate information, events and news.
- 2017/315 Clerk advised Council of a new planning application that had been received 15thJanuary 2018 (earlier today). The deadline for comments being 5th February 2018 it was resolved to hold an Extra Ordinary Meeting of the Council on 5th February at 10.30am in the Village Hall to discuss this application
- 2017/316 Meeting closed at 21:09 hrs

**An Extra Ordinary Full Parish Council meeting will take place on Monday February 5th
at 10.30am in Buxhall Village Hall**