



BUXHALL PARISH COUNCIL

Clerk: Tina Newell

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You are invited to attend a meeting of BUXHALL PARISH COUNCIL to be held in Buxhall Village Hall on **Monday December 9th 2019 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 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. Anyone who wishes to do so must speak with the Clerk prior to the meeting.

Tina Newell

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December 4th 2019

AGENDA

- a) **To receive and consider apologies for absence** (in accordance with Schedule 12 of the Local Government Act 1972). 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 are 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.
- b) **To receive declarations of interest in accordance with the council's Code of Conduct for the items on the agenda.**
- c) **To consider any written requests for dispensations relating to disclosable pecuniary interests.**
- d) **To consider, approve and sign the minutes of the previous Parish Council meeting of November 11th 2019 as a true record** (appended).
- e) **Public Forum (this section at the Chairman's discretion may last up to 15 minutes):**
 - a) To receive a report from the District and County Councillor (appended).
 - b) To receive questions and matters of interest from those present.
- f) **Planning Applications: To consider and agree Council comments on applications made to the Local Planning Authority (MSDC) (please note: in planning matters the Council acts as the consultee of the Principal Authority. The Principal Authority being the deciding body):**
 - a) DC/19/05218 Householder planning application – Erection of first floor side extension over existing ground floor extension Ivy Cottage, Brettenham Road, Buxhall IP14 3DZ
- g) **Council to note the following determinations made by MSDC: None to note**
- h) **Finance:**
 - a) To approve the finance report for December 2019 including bank reconciliation and budget to actual spend (appended).

- b) To approve and authorise payments for December to be made by cheque (appended).
 - c) To agree to transfer £1,000 from Savings acct to Current act (forecast appended)
 - d) To consider and agree the budget and request for precept for 2020/21 as previously distributed.
 - e) To authorise the Clerk to complete an e-learning course on GDPR from SALC at a cost of £16.00.
- i) **Governance:**
- a) To consider adopting the Model Publication Scheme and Guide to Information (appended).
 - b) To receive an update on the CEP.
- j) **Road Safety:** To propose a Road Safety working party is formed to progress the Community Speed Watch and to investigate the requirement and cost for a second Vehicle Activate Sign.
- k) **Allotments:**
- a) To consider a request to transfer the lease on an allotment following the sale and purchase of a dwelling (appended).
- l) **Playing Field:**
- a) To receive an update on applications for grant funding.
 - b) To receive a proposal for the hire of the playing field from a local football team (appended).
 - c) To receive an update on the maintenance of the play ground equipment
 - d) To consider holding a tea party on 8th May 2020 to commemorate the 75th anniversary of VE day.
- m) **Matters to be brought to the Councils attention and for consideration for the next meeting:**
- n) **To exclude temporarily the Public and Press by resolution from a closed meeting pursuant to Standing Order 3C and Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed concerning proposal from the staffing committee.**
- o) **Date of the next meeting:** Council are asked to note the date of the next meeting is January 13th 2020 at 7.30pm in the village hall.
- p) **To close the meeting with an invitation to stay for some festive refreshments.**