BUXHALL PARISH COUNCIL

Minutes of the Parish Council Meeting held on 10th September 2018 in the Village Hall

Councillor's Present: Cllr. Steed (Chairman), Cllr. Manning, Cllr. Hall, Cllr. Anne Hicks, Cllr Arthur Hicks, Cllr. Mitson

In Attendance : Tina Newell (Clerk), and six members of the public

010918/01 **To receive and consider apologies for absence**: Cllr Taylor offered her apologies

100918/02 Council consented to Cllr Taylors absence

100918/03 **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

To confirm and sign the minutes of the Extra Ordinary Parish Council meeting of 18th July 2018 as a true record:

100918/04 The minutes of the meeting on 18th July 2018 were approved as a true record of the meeting and decisions made. Chairman signed and dated all pages.

Public Forum

100918/05 District Councillor Matthissen's report had been circulated prior to the meeting. The most significant new information being confirmation that MSDC now have a five-year housing land supply

100918/06 District Councillor Matthissen invites applications for funding from his Locality budget

100918/07 Cllr Anne Hicks asked District Councillor Matthissen if the household waste site closing one day a week was a contributory factor to the recently published decrease in recycled rubbish

100918/08 A member of the public asked who authorised the use of the playing field for a forthcoming event and if the Parish Council had consulted legal advice on the licensing of such an event?

100918/09 Consent was given for the Clerk to respond to these questions by email, and the private email address was given by the member of the public

100918/10 A member of the public requested an update on the caravan behind Cottage Barn

100918/11 The Clerk confirmed the most recent response regarding the caravan behind Cottage Barn was that a tree preservation order was taking priority at MSDC. Clerk agreed to email a complaint over the length of time this was taking and request this was given priority by MSDC

100918/12 A member of the public raised the issue of the large number of recent power cuts and outages

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100918/13 District Councillor Matthissen commented that Buxhall was near the end of the supply and therefore more vulnerable to power cuts and outages

100918/14 It was resolved for the Clerk to email the necessary companies stressing the vulnerability of the village and its residents. Update to be given at the next meeting

Planning Applications: To consider and comment on applications made to the Local Planning Authority (MSDC)

100918/15 There were no applications to consider

Planning Decisions: To note determinations by the Local Planning Authority:

100918/16 DC/18/02132 Householder planning application: Erection of a two storey side extension with a single storey lean-to and new double garage Cottage Farm Barn, Mill Road, Buxhall, Stowmarket IP14 3DW Council was asked to note this application has been **GRANTED**

Playing Field:

100918/17 Cllrs Arthur Hicks and Jackie Taylor met with a public realms officer from MSDC along with the Clerk and discussed the future of the playing field

100918/18 It was agreed that a public consultation should be carried out to decide if there is a need within the village to install new/additional equipment

100918/19 It was resolved for the working party to bring suggestions of how the public consultation could be carried out to the next meeting

100918/20 It is hoped to begin the public consultation, coinciding with the school half term holiday, in October 2018

100918/21 Once the public consultation has taken place the Parish Council will make the results publicly known and will discuss these results at the soonest available Parish Council meeting

100918/22 Cllr Arthur Hicks confirmed the ROSPA annual inspection of the playing field equipment had not taken place however it was imminent

100918/23 The Clerk confirmed that she had received an insurance certificate to cover the Mad Cow Motorcycle Club use of the Playing Field over the weekend of 15th and 16th September 2018

Governance:

100918/24 The Clerk suggested a working party be formed to review the list of risk assessments and bring a recommendation to the next meeting

100918/25 It was agreed the working party would consist of Cllrs Manning, Arthur Hicks, Cllr Hall and the Clerk and they would bring to the next meeting a recommended list of appropriate assessment of risks

100918/26 All Councillor's confirmed receipt of revised Council Policies and Procedures (as minuted 091718/18 to 0901718/24 inclusive)

100918/27 Cllr Arthur Hicks proposed to accept the revised Standing Orders previously received, seconded by Cllr Hall with all in favour

Community Emergency Plan:

100918/28 The working party had issued a proposed plan prior to the meeting

100918/29 It was suggested that a list of people who consider themselves vulnerable could be included in the plan. This would rely on those people confirming they are vulnerable and they would need to consent to their details being held in the public domain

100918/30 It was resolved the working party would consult with the Emergency Planning Officer and bring it back to the next meeting

100918/31 County Councilor Penny Otton joined the meeting

Local Government Boundary Review:

100918/32 The Council received confirmation that the Commission's review of Mid Suffolk District Council had been completed resulting in Buxhall joining the Rattlesden ward effective from the 2019 local elections

100918/33 Cllr Arthur Hicks expressed concerns that within the Local Government Boundary Review document the only village quoted as having submitted a comment was Cotton. It would appear that comments submitted by Buxhall Parish Council had been overlooked. Clerk to email again our submission for reference only

Road Safety

100918/34 Cllr Arthur Hicks confirmed he has re-submitted an application omplete with photographs for four sites to be used as alternative VAS sites

100918/35 Three of the four sites applied for have been agreed in principle however the assessments for these are yet to be completed

100918/36 Concerns were shown that some (30mph) road signs were not clearly visible due to growth of hedges

Finance:

100918/37 Clerk confirmed the second payment of the Precept was due to be received on or before 12th September for £2.011.75. This would negate the need to transfer any funds to the Community account

100918/38 Councillor's confirmed receipt of the finance report prior to the meeting and no questions were raised

100918/39 The finance report was approved with all in favour

100918/40 It was proposed by Cllr Hall to authorise the following payments seconded by Cllr Arthur Hicks

100918/41 To approve and authorise payment of the following:

109918/42	Clerk salary and expenses	£429.67
100918/43	Allotment water	£23.75
100918/44	Hall Hire July 9th and 18th	£25.00

100918/45 Cllr Arthur Hicks and the Clerk had received and reviewed insurance renewal quotations

100918/46 After discussion on the four renewal quotations received it was recommended to renew with Inspire/Axa through Came and Company. With a further 5% discount offered it was resolved to renew at a three years fixed annual premium of £348.16 plus an administration fee of £50.00

100918/47 The 2017/18 External Audit is currently awaiting a review by an engagement leader

100918/48 The Clerk confirmed the advice and assistance offered by the Society of Local Council Clerks (SLCC) had been timely, informative and useful and considers the cost to be good value for money

100918/49 Cllr Hall proposed and Cllr Manning seconded to contribute £43.50 towards the Clerks cost of membership to the SLCC

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100918/50 The Council discussed the use of electricity at a recent private party held on the playing field. It was resolved to request a donation of £10.00 towards the use

100918/51 The Clerk confirmed invoices had been prepared for the forthcoming allotment year rental as per the 2017allotment plan with no price increase and Council resolved to issue them

100918/52 County Councillor Penny Otton read her report

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

100918/53 To consider purchasing replacement fence panels from Edmunds Road to playingfield, road signs, hedge cutting, playing field, VAS

100918/54 Cllr Steed, on behalf of the Parish Council offered thanks to Cllr Arthur Hicks for his continued hard work and the time he gives to the village

109918/55 **Date of the next meeting:** Councillor's were asked to note the date of the next scheduled meeting is October 8th 2018 at 7.30pm in the village hall

109918/56 Chairman Steed closed the meeting at 2050hrs

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