

BUXHALL PARISH COUNCIL

Minutes of the Parish Council Meeting held on 15th April 2020 remotely via Zoom

Councillors Present: David Steed (Chairman)(DS), Malcolm Manning (Vice Chairman) (MM), Chris Hall (CH), Les Basham (LB), Steve Farrell (SF), Jackie Taylor (JT)

In Attendance : Tina Newell (Clerk), Penny Otton (District & Council Councillor) (PO) and three members of the public.

- 150420/01 Councillors noted and accepted apology for absence from Anne Hicks
- 150420/02 CH declared a non pecuniary interest in accordance with the Councils Code of Conduct for item 6i on the agenda planning application DC/20/00153
- 150420/03 Councillors noted there were no written requests for dispensations relating to disclosable pecuniary interest.
- 150420/04 All Cllrs confirmed receipt of the draft minutes for the meeting held on March 9TH 2020 prior to the meeting and resolved to accept these minutes as a true record of the decisions made.
- Public Forum:**
- 150420/05 PO presented her report, which is appended to these minutes, and confirmed two local hotels have been made available to the homeless.
- 150420/06 A member of the public gave an oral presentation on planning application DC/20/01243
- 150420/07 A member of the public offered concern over the access to planning application DC/20/01153
- 150420/08 CH left the meeting
- Planning:** Councillors considered the following planning applications:
- 150420/09 DC/20/01153 - Change of use of agricultural building to holiday let building to rear of Cottage Farm, Mill Road, Buxhall. Councillor's unanimously agreed to OBJECT to this application based on concerns around highways safety; access and egress to and from the site. An intensification use of a substandard access would be detrimental to highway safety, there would be an unacceptable impact on highway safety, and the residual cumulative impacts on the road network would be severe
- 150420/10 CH re-joined the meeting
- 150420/11 DC/20/01243 – Erection of new gate lodge together with external works Buxhall Vale, Purple Hill, Buxhall IP14 3DH. All Councillor's agreed to SUPPORT this application
- 150420/12 Council resolved for the Clerk to submit the Councils comments to the planning authority.
- 150420/13 Cllrs noted there had been no determinations made by MSDC since the last meeting
- 150420/14 PO left the meeting

Finance:

- 150420/15 Cllrs confirmed receipt of the finance report for the year ended 31st March 2020 prior to the meeting and CH agreed the bank accounts balances and reconciliations were supported by the relevant bank statements
- 150420/16 With no further questions all Cllrs resolved to accept the financial report for the year ended 31st March 2020 as a true account of the Parish Councils finances.
- 150420/17 Councillors resolved to accept the reserve account, with a general reserve of 81% of the 2019/20 precept.
- 150420/18 Members unanimously resolved to accept the list of assets at 31st March 2020 valued at £55,971.87 for the AGAR and £49,295.80 for insurance.
Councillors resolved to make the following payments:
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| 150420/19 | Clerks Wages, mileage and office expenses (internet) | £252.50 |
| 150420/20 | Viridor Waste Management (cheque) | £2,500.00 |
- 150420/21 Councillors noted a reclaim for VAT for £794.35 has been completed.
- 150420/22 Councillors resolved for the Clerk to propose sharing the use and cost of a printer with Bacton Parish Council

Governance:

- 150420/23 Councillors reviewed the Standing Orders and Financial Regulations and resolved to re-adopt them.
- 150420/24 It was resolved for the Clerk to submit the AGAR and supporting documents to the internal auditor.
- 150420/25 Councillors resolved to suspend the Annual Parish Council meeting and cancel the Annual Parish meeting for 2020.

Playingfield:

- 150420/26 Councillors noted £61.649 had been awarded in grant funding for phase one of the playing field regeneration
- 150420/27 Councillors resolved for the Clerk to accept the terms and conditions of the grant from Viridor on behalf of the Parish Council.
- 150420/28 Council agreed to send a cheque to Viridor on behalf of MSDC as the Contributing Third Party noting Clerk had received confirmation of the reimbursement by MSDC
- 150420/29 MM proposed to instruct Kompan as the contractor for play equipment on the playing field. Seconded by SF with all Cllrs in favour it was resolved for the Clerk to instruct Kompan.
- 150420/30 Councillors agreed to schedule the next meeting for Monday June 8th 2020
- 150420/31 Meeting closed at 20.33 hrs.