

**Minutes of the Buxton with Lamas Full Annual Parish Council Meeting
held in Buxton Village Hall on Monday 13th May 2019 at 7.30pm**

PRESENT

Councillors:

Rev Goodman	Mrs Nicholls	Mrs Charmley	Mrs Dimsey
Mr Shaw	Mrs Powell	Mrs Kammoun	

Also in attendance:

3 members of the public

Clerk to the Council: Laura Apps-Green

19/1 ELECTION OF CHAIRMAN FOR 2019-2020

Mr Riley opened the meeting by asking for nominations for a chairperson. Mrs Kammoun nominated Rev Goodman and this was seconded by all. Rev Goodman then took over as Chair for the meeting.

19/2 WELCOME & APOLOGEIES FOR ABSENCE –There were apologies for absence given for Mr Battle.

19/3 ELECTION OF VICE-CHAIRMAN FOR 2019-2020

Rev Goodman proposed Mr Riley, seconded by Mrs Dimsey.

19/4 CO-OPTION OF COUNCILLORS

There was no interest from the public present at the meeting. Clerk was asked to advertise in the Round that there are currently 2 vacancies on the Parish Council.

19/5 Committees & APPOINTMENTS TO OTHER BODIES

1. *To appoint members to the BALAY Park Committee (3 members + chairman & vice chairman)*
Mrs Dimsey joined the committee, Mr Battle will be asked to remain, Mrs Kammoun is happy to remain.
2. *To consider representatives on other bodies*
 - *HMP Bure Liaison Committee – Mr Riley will remain*
3. *To note appointments to other bodies*
 - *Picto Charity – Mrs Nicholls and Mrs Roth until 2021*
 - *Parish Tree Wardens – If willing Mrs S Folland*
 - *Footpath Officer – Mr Wheeler*

19/6 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION – Mrs Powell and Mrs Nicholls reference Buxton Village Hall.

19/7 MINUTES

The minutes of the Parish Council meeting held on 8th April were previously circulated, with one typo corrected they were agreed as a true and correct record. Clerk informed Council that she is having issues with uploading copies of the minutes on the website and will look into this issue further to get it resolved.

19/8 MATTERS ARISING

Mrs Nicholls has raised the issue of rubbish behind Foeffe cottages with the Picto Trust and this is being looked in.

Rev Goodman raised the e-mail that the Clerk recently circulated to the councillors from the owners of Mead Lodge residential Home. Clerk was asked to go back to the owners to accept their offer of tea, cake and chat about the forthcoming plans for the home.

Rev Goodman also asked the Clerk to put the issue of the broken boundary fence on Balay park on the agenda for the next meeting. Mrs Riley said that any broken boundary needs to be reported to the police for appropriate action as it's criminal damage.

19/9 ADJOURNMENT

A resident who owns a café in Aylsham attended the meeting to ask for the PC's support, in principle, to having a mobile café in the village. A few locations have been considered and her preferred option would be

in the grounds of the village hall. This is all at a preliminary stage at the moment. The PC was in favour of this idea.

19/10 REPORTS – None

19/11 PLANNING

Greater Norwich Local Plan – Nothing to report

Land off Lion Road Development – Clerk reported that BDC has refused to meet with the PC regarding the illegal access of Aylsham Road and just sent a link to a website regarding owning a house that is vacant. Mr Riley proposed that a joint letter is written from the Clerk, Chairman and Vice and the District Councillor stating that a meeting on this issue is needed. Clerk to draft letter and get agreement from all before sending to BDC.

Neighbourhood Plan – Clerk has been asked to send a letter from the NP group to the large utility businesses that operate in the area. The NP group's next meeting will be on Tuesday 4th June at 7:45 in Buxton village hall.

19/12 FINANCE

Bank reconciliation – for April was given to the Scrutineer and was agreed.

Receipts and payments schedule – payment schedule was tabled and agreed by members as follows:

Cheque	Name	Description	Amount
22920	Came and Company	Insurance	£691
22921	Anglia Water	Utility	£34
22922	Barnwells	Round	£252
22923	Go Daddy	NP E-mail address	£57
22924	Norfolk Cleaning Group	Cleaning Balay park	£96
22925	Wayne Beauchamp	IT	£70
22926 /	Laura Apps-Green,	May pay, Pension, Mileage,	£1,128
22927 /	Norfolk Pension Fund, HMRC	phone, expenses,	
22928 /		Tax payment	
22929			
		Total for May 2019	2,328.05

Audited annual governance and accountability RETURN – Clerk presented council with the full audited accounts and each page was completed and signed by the Chairman.

PC insurance quotes and payment

Clerk had arranged for 3 Insurance quotes to cover the council. Hiscox was the lowest quote and provides extensive cover. It was AGREED to go with Hiscox for a 3-year period and benefit from the discount offered for signing up to a deal.

Request to fund the Defib battery positioned at the school – It was AGREED to refund the school £180 to pay for the new battery that is needed.

19/13 HIGHWAYS (and FOOTPATHS) RIVERS & VILLAGE MAINTENANCE MATTERS

Danger of the Mill Pond – It was reported that anti-social behaviour has started with the nicer weather. Chairman advised that if there are any problems they should be reported to the police immediately to deal with. Clerk reported that a motorised boat was being used on the Bure on Sunday. Clerk to report this to the Broads Authority and the Police.

Buxton village hall play area – The committee have had new fence posts put around the recreation ground. They are still waiting for the play equipment work to be started.

SAM 2/Speed Watch – Mr Shaw would like to add additional places for the SAM 2 camera to operate from, including:

- The current locations but the camera turned around to record from the other direction

Chairman, 10th June 2019

- Coming in to Lamas
- Middle of Crown Road
- Top of Lion Road near pub

Mr Shaw confirmed that he would like to attend the SNAP meetings in order to keep Speed Watch issues at the forefront.

Ditch on Mill Street – The ditch is full of vegetation again. Clerk to report to the Fringe Project.

Merchant Navy Flag - Clerk to find out the costs involved and Kandi to ask the church if a flag could be flown on 3rd September. Both to report back at the June PC meeting.

To receive reports on highway matters –

- Path broken up on Crown Road – Clerk has pointed this out to Mr Rayner previously
- Overgrown verge on Mill Street by steps to Bure Valley
- Overgrown hedge on Aylsham Road
- 30 MPH sign faded on Aylsham Road
- Paint at Hautbois bridge faded and needs repainting
- Yellow lines a Crown road need reinstalling
- Sandy lane pot holes

19/14 BALAY PARK

Allotments – The person wanting the 10th allotment plot has requested being allowed to take her dog onto the allotments. This matter was discussed but as there are others on the allotment with dogs and Balay park has a no dog policy this request was refused. There are 2 other people on the allotment waiting list. Chair asked Clerk to put the idea of a picnic table on the allotment on the agenda for June.

Skate Ramp on Balay park – Clerk informed council that the work to smooth out the rut on the ramp will be started at the end of May.

Football Club – The football club's request to have the grass cut more frequently and to have the grass removed from the site was discussed. The Clerk presented council with the costs for the last 3 years of maintaining Balay park. In 2016 the costs came to £8,000, this included new goal posts at the grounds. In 2017 the costs came to £6,279 and in 2018 the costs came to £16,985, this included £8,329 for a new fence around the allotment area. The football club pay £850 per year for the use of the pavilion to provide toilets and changing facilities and use of the kitchen in order to raise funds for the club. Council AGREED that any additional cuts would need to be paid for by the football club.

19/15 CORRESPONDENCE & REPORTS OF MEETINGS ATTENDED – None

19/16 LATE CORRESPONDENCE & AGENDA ITEMS – E-mail from Mead Close Residential Care Home.

19/17 EXCLUSION OF PRESS AND PUBLIC – chairman moved that the press and public be excluded as staffing matters are to be discussed

19/18. CONFIDENTIAL

Staff one-to-one had been conducted with Chairman. Very happy with Clerks performance through the year, especially with the addition of a new service with the allotments provided to residents. This has been an enormous piece of work to undertake. Pay grade reviewed and awarded for the coming year and council also AGREED to amend Clerks contract to reflect the new NALC grading system and to allow for further progression.

19/19 CLOSURE OF THE MEETING – There being no further business the Chairman closed the meeting at 9:33pm