

**Minutes of the Buxton with Lamas Full Parish Council Meeting
held on-line via Zoom on Monday 8th June at 7.30pm**

PRESENT

Councillors:

Mr Shaw	Mrs Nichols	Mr Battle	Mrs Kammoun	Mrs Dimsey
Mrs Charmley	Rev Goodman	Mrs Warren	Mr Riley	

Also in attendance:

Cllr Lawrence

Cllr Harrison

Clerk to the Council: Laura Apps-Green

20/14 WELCOME & APOLOGIES FOR ABSENCE – There were apologies for absence given for Mrs Powell.

20/15 PAYMENTS OF RESPECT TO MISS SHEILA PARTRIDGE

Chair noted the passing of Miss Sheila Partridge, who had served as a faithful Parish Councillor for many years. She was fondly remembered for her dry sense of humour and will be greatly missed.

20/16 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION – Mrs Nicholls reference Buxton Village Hall.

20/17 MINUTES

The minutes of the Parish Council meeting held on 11th May 2020 were previously circulated. The Chair agreed to sign them and scan a copy to the Clerk due to the current health crisis and no contact being allowed.

20/18 COVID19 HEALTH CRISIS – There was a detailed discussion around the pavilion on Balay park and its usage in the current health crisis. Government guidelines state that such buildings have to remain closed. This is also in line with other similar facilities in the parish, such as the bowls club house and the village hall. This item will be on the agenda again for the July meeting but the PC suspects it will be a while before such facilities can be opened again. In planning for the future, the Clerk and the Balay committee will look at putting a protocol for use together and a risk assessment of the facility. Clerk to seek guidance on this.

20/19 MATTERS ARISING – Clerk noted that the new Unity Trust bank account is now open and the next stage is to switch the money from Santander over to Unity Trust. This process should take about 1 week from the date it is actioned.

20/20 ADJOURNMENT - None

20/21 REPORTS

Cllr Lawrence reported on the following:

- As lockdown restrictions are relaxed there have been fewer issues at the Officers Mess building and less policing required
- Due to the COVID19 health crisis Broadland District Council have spent a significant amount of their reserves, in part on business support
- Marriotts Way and Bure Valley Railway – Rented income for maintenance
- The Broadland District Council Planning team are bringing in new charges for pre planning applications, although applications for extensions and 1 -2 dwellings will remain free.

Cllr Harrison reported on the following:

- Due to lockdown NCC have not had any full council meetings recently and they are running operations with skeleton staff until at least October
- There has been a very disappointing report result for the education of special needs children
- There will be a significant financial deficit for NCC as a result of the COVID19 health crisis. In the lockdown period alone 20 million has been spent on maintaining care homes

Chairman, 13th July 2020

- The investment in adult education will go ahead and is looking positive and much needed as we come out of the current health crisis

20/22 PLANNING

Greater Norwich Local Plan – Consultation is currently open

Land off Lion Road – Nothing to report

Neighbourhood plan Steering group – Nothing to report

Planning Applications – None

[Mrs Dimsey had technical issues and left the meeting]

20/23 FINANCE

Bank reconciliation – for May had been sent to the Scrutineer prior to the meeting and will be scanned and sent to the Clerk for approval.

Receipts and payments schedule – payments made or pending were presented:

Cheque	Name	Description	Amount
23045	NALC Membership	Membership	321.74
23046	Wayne Beauchamp	E-mail host	55.00
23047	Allotment Assoc	3 members to add to policy	9.00
23048	NARS Donation	Donation	85.00
BACS	Norse	Verge cutting	
23049	Norfolk Cleaning Co	Glass clearance on Balay park	48.00
	Clerks June Pay, Pension, HMRC	June pay, Pension, Tax	1,011.9
BACS	Laura Apps-Green	Mileage and phone	
		Total	1,530.64

List of Reserves – Clerk issues Cllrs with a current list of their reserves for reference and consideration. Clerk pointed out the CIL money needs to be spent within 5 years of receiving it. Mr Riley suggested that the Clerk writes to Broadland District Council to clarify the date by which the CIL money needs to be spent by and to inform them that the PC has a project in the pipeline which the CIL money is earmarked for. Clerk to copy in councillors on this.

Year End Statement – Clerk issued Cllrs with a detailed year-end financial statement for reference. The rest of the accounts are currently with the internal auditor for assessment.

Any other Finance Matters – Clerk clarified that the current account fund will be moved to the new Unity Trust bank account but the Santander savings account will remain at Santander for the time being.

20/24 HIGHWAYS (and FOOTPATHS) RIVERS & VILLAGE MAINTENANCE MATTERS

Dangers of swimming at the Mill pond and Anti-social behaviour: With the hotter weather there have been a number of issues at the mill pond including, disruptive parking on private land, smashed glass and litter on the private meadow, and dangerous use of the water, underage consumption of alcohol and drunken behaviour.

Chair reported that direct action has been taken independently by the community via the community Whatsapp group with many doing independent and individual litter picks around the whole community.

The use of Mayton Bridge car park has also been an issue with over use of the area and lots of fly tipping. Clerk confirmed that this carpark is privately owned and therefore the land owner is responsible for disposal of the fly tipping.

Clerk was asked to alert the local schools and the police of the situation. Clerk was also asked to alert the football club about the glass issue on Balay park and to ask them to include this issue on their risk assessments of the pitches before they are used.

Buxton village hall play area – Clerk informed council that unfortunately the Tarmac application was not successful due to it being totally oversubscribed. Clerk will look into other funding pots. Mrs Nichols suggested Frimstone, Mick George and Entrust to try.

Little Hautbois Postcode change – Mrs Charmley reported a frustrating change in the way Broadland District Council has recorded the addresses in Little Hautbois. This causes residents' post to go to Buxton first, who then send to back to Norwich, because it should go via the Coltishall post office. This is causing problems with delayed post. Clerk to write to Broadland District Council on this matter and CC in Cllr Lawrence.

SAM 2 and Traffic Calming – Mr Shaw reported on the SAM 2 findings for the month, there has been an increase in traffic on Lion Road.

To receive reports on highway matters – None

[Mr Riley had to leave the meeting]

20/25 BALAY PARK

Vandalism Issues –

- Clerk to talk to **Police Architectural Liaison Officer** for advice on designing out crime on the site.
- **Smashed glass** – Clerk reported that Norfolk Cleaning Company had been brought in to clear this up and they took a lot of glass away. The Clerk reported that she has also been on site clearing away glass following the bank holiday weekend. Clerk to alert football club of the possibility of glass being on the pitch and to ask them to highlight this in their risk assessments prior to any training and games.
- **Fencing** - The wood from the smashed fencing has been stored by the Clerk in the away changing room while it is out of action. Mr Battle agreed to dispose of the wood for the Parish Council. The issue with the broken fence was discussed. The fencing is designed to stop children running off the pitches and straight onto the carpark. A section of this fencing is now missing. The PC was not keen to spend funds fixing the fencing again as this is likely to be a waste of money. The Clerk, Mr Battle and Mrs Goodman will meet on site to look at the fencing and bring back to council some suggestions on a suitable replacement. Clerk to highlight this issue with the football club so that they can include this issue on their risk assessments prior to their games.
- The wider issue of vandalism had been discussed earlier in the meeting (20/24).

Small Storage unit – The full council agreed to giving the small storage unit to the football club. This would need to be transported off Balay park at the football club's cost and the time and date of its removal would need to be agreed by all to ensure everyone's safety and so that the PC can arrange for its clearance prior to handing over. The PC understands that the football club want to place the storage unit at the recreation ground of the village hall.

Fencing around bottom of allotment – The issue of tools being stolen from the allotments was discussed. Clerk has been given an estimate from GP Landscaping (who did the original fencing) of £2,700 for fencing off the bottom part of the allotments. It was AGREED by full council that identical fencing should be placed at the bottom of the site, bordering Feoffee cottages, in order to further secure the site. Clerk to book the contractors to carry out this work.

[Standing orders extended for 15 minutes]

Draft Letter – Clerk issued a draft letter to councillors detailing the allotment users' rights to carry on tending their plots during lockdown and all through the COVID19 crisis, as long as government guidance is followed. This letter will be sent to all residents in Cubitt's Meadow. Full council AGREED.

20/26 CORRESPONDENCE & REPORTS OF MEETINGS ATTENDED – None

20/27 LATE CORRESPONDENCE & AGENDA ITEMS – None

20/28 CLOSURE OF THE MEETING – There being no further business the Chairman closed the meeting at 9:43pm.