

**Minutes of the Buxton with Lamas Full Parish Council Meeting
held on-line via Zoom on Monday 13th July at 7.30pm**

PRESENT

Councillors:

Mr Shaw	Mrs Nichols	Mr Battle
Mrs Charmley	Rev Goodman	Mrs Warren

Also in attendance:

Cllr Lawrence
Cllr Harrison
Clerk to the Council: Laura Apps-Green

There were some issues with logon on to zoom which caused a delay to the start time. The meeting therefore started at 7:45.

20/29 WELCOME & APOLOGIES FOR ABSENCE – There were apologies for absence given for Mrs Powell, Mrs Kammoun, Mrs Dimsey and Mr Riley.

20/30 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION – Mrs Nicholls reference Buxton Village Hall.

20/31 MINUTES

The minutes of the Parish Council meeting held on 8th June 2020 were previously circulated. With one typo correction of the spelling of Mrs Nichols, the Chair agreed to sign them and scan a copy to the Clerk due to the current health crisis and no contact being allowed.

20/32 COVID19 HEALTH CRISIS – The main concern now is around Balay park and this was discussed in detail under points 10.1 and 11 of the agenda.

20/33 MATTERS ARISING – None

20/34 ADJOURNMENT - None

20/35 REPORTS

Cllr Lawrence reported on the following:

- BDC is in a good financial position going forwards due to extensive reserves
- There has been a budget meeting to prepare for a 2nd wave of Covid-19
- The district council is to receive an additional £1.3 million in additional funding from central government
- Reassurance was given regarding the housing of asylum seekers in the parish given recent events elsewhere in the country. Those living in the parish are considered low risk. The housing of these people is contracted until the end of September. At present there are no plans to extend this.

Cllr Harrison reported on the following:

- There is to be a temporary one-way system in place along Red Lion Street in Aylsham to help businesses during the COVID19 crisis
- NCC received a devastating report on the provision for those with special needs in Norfolk. From this a new purpose-built school is planned.
- NCC were in serious financial difficulties before the current health crisis

20/36 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

20/37 FINANCE

Bank reconciliation – for June had been sent to the Scrutineer prior to the meeting and will be scanned and sent to the Clerk once approved.

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

Cheque	Name	Description	Amount	
BACS	Office Depot	Stationary order	118.34	<i>Paid June</i>
BACS	RoSPA	Safety Inspection	164.40	
BACS	Parish Online	Mapping system	36.00	
BACS	Auditing Solutions	Audit	534.00	
BACS	Laura Apps-Green,	HMRC, Norfolk Pension Fund July Pay, July HMRC Tax payment, July Pension	1,011.90	
BACS	Laura Apps-Green	Mileage and Phone (May and June)	78.35	
<i>Please note that during the summer recess other bills will need to be paid</i>				
Total			1,942.99	

AGAR – The AGAR for the financial year 2019-2010 was presented to full council and agreed and signed.

Internal Audit Report – The report from Auditing Solutions was presented to full council. The report was thorough and had no recommendations for improvement.

Unity Trust Bank – Clerk reported that the Switching process from Santander to Unity Trust was being held up by Santander. Unity Trust are working on this. Prior to the meeting, the signatories and Scrutineer agreed to make a bank transfer of £8,000 from the old account to the new account so that BACS payments could begin to be made. This has been done and bills are now being paid via the new Unity Trust account and BACS payments.

Any other Finance Matters – Chair reminded Clerk that the computer back up discs need to be done as this has stopped recently due to COVID19. Clerk agreed and will do an exchange of back up discs after the meeting.

20/38 HIGHWAYS (and FOOTPATHS) RIVERS & VILLAGE MAINTENANCE MATTERS

Dangers of swimming at the Mill pond and Anti-social behaviour: The village has seen a lot of antisocial behaviour at different spots around the village including Dudwick park, the Mill pond and Balay park. Clerk suggested bringing back the cleaners to Balay park to focus on litter collection. The use of Facebook pages was suggested to try to highlight the issue of anti-social behaviour in the parish. Balay park decisions were discussed in item 11 of the agenda.

Buxton village hall play area – Mrs Nichols (Chair of Buxton village hall Management committee) informed full council that she had received messages from residents asking when the play area will be opened. She highlighted that the RoSPA inspection has picked up a number of areas that need fixing and that COVID19 notices would be needed before the grounds can open again. Therefore, the play area will remain shut for the time being. It was suggested that this message should be communicated to the village in various ways, so that everyone understands the situation.

- Mrs Warren will put a post on the village Facebook page communicating the situation
- It was suggested that the village WhatsApp group is informed
- Clerk to add a notice about it in the village notice boards
- Mr Battle offered his help as a volunteer to the village hall management committee to help with areas he may be able to fix as highlighted in the RoSPA report
- Clerk will look for other funding options to assist in getting funding towards a new play area.

Tree planting and shrubs near the bus stop – A resident raised their concerns regarding the potential removal of the shrubs on the verge near the bus stop. Mr Shaw confirmed that he has given these shrubs a light trim and it was agreed to see what they look like in spring next year.

An opportunity has arisen for some trees to be given to the parish. There has been a request to plant a rowan tree in the place of the dead birch tree that was removed on Crown road opposite the fish and chip shop. It was AGREED for the clerk to request permission from Highways for this. The school has planned to plant 6 new trees as part of this scheme with the Tree Council. Clerk was asked to write to Cllr Lawrence to request new trees being planted along the railway path.

SAM 2 and Traffic Calming – Mr Shaw reported that traffic movement seems to be back to normal now. Mr Shaw would like to meet with Highways next year to discuss some traffic calming ideas. Farming traffic does go up at this time of year.

To receive reports on highway matters –

- White lines at Hautbois are still not done
- Mayton bridge road is full of cars on hot days and it's causing traffic jams
- Bulwar Road parking near the junction is a problem and makes it unsafe to pull out, Clerk to report to highways

20/39 BALAY PARK

Risk Assessment of the pavilion – Clerk issued Cllrs with a risk assessment score sheet, in order to assess the risk around COVID19. Full Council AGREED to keep the pavilion closed over the summer and will review the situation at the September meeting. Clerk was asked to arrange signs for social distancing and hand washing for the skate park and MUGA area. The position of the PC on this could also be stated on the PC website and the village FB page. Full Council AGREED to bring back the Norfolk Cleaning Company to litter pick the whole site every 2 weeks. This would not include cleaning the pavilion for the time being, as it is to remain closed over the summer. This was agreed for the period of July to the end of September and then should be reviewed.

Small Storage Unit and lighting request -

Clerk was asked to give the football club a deadline for removing the small storage unit off the site, which has been offered to them. The deadline was set at the Friday 31st July. If the football club no longer require the storage unit, Clerk can offer it to the other contact that has expressed an interest in wanting it.

Based on the advice from Broadland District Council and with the stipulation that the portable lights are stored and charged off site and do not cause a glare onto the nearby road, the PC AGREED to allow the use of portable lights for football training at Balay park.

Scout lease agreement change request – Full council discussed the letter from the Scouts requesting that the lease agreement is changed to allow non-uniform groups to hire and use the scout facilities. Those on the PC at the time the lease agreement was drawn up, remember that this stipulation was put in the lease agreement by the Scouting Association (Guilwell Park) as part of the funding clause when developing the facility. Clerk was asked to write back the Scouts to inform them of this and to ask them to talk to the Scouting Association about the terms of their funding agreement.

20/40 CORRESPONDENCE & REPORTS OF MEETINGS ATTENDED – None

20/41 LATE CORRESPONDENCE & AGENDA ITEMS – Clerk will be on annual leave from 25th July until 10th August and on reduced hours over the summer months.

20/42 CLOSURE OF THE MEETING – There being no further business the Chairman closed the meeting at 9:43pm. No extension was required due to the technical issues and the meeting starting late.