

**Minutes of the Buxton with Lamas Parish Council Meeting  
held in Buxton Village Hall on Monday 20th November at 7.30pm**

**PRESENT**

Councillors:

Mrs Nichols	Mr Goodman	Mrs Kammoun	Mrs Barnes
Rev Goodman	Mr Riley	Mr Shaw	Mrs Powell

Also in attendance:

4 members of the public

Clerk to the Council: Laura Apps-Green

**23/75 WELCOME & APOLOGIES FOR ABSENCE** – Apologies were given for Mrs Warren and Mrs Charmley.

**23/76 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION**

Mrs Nichols and Mrs Powell reference Buxton village hall. Mrs Kammoun reference planning application 2023/3213.

**23/78 MINUTES OF PREVIOUS MEETINGS**

The minutes from the previous meeting held on October 9<sup>th</sup> were previously circulated. Full council agreed to an amendment to 23/64 of these minutes to include Cllr Riley's previous statement around trying to help with match funding for the window upgrade in Buxton village hall.

**23/79 MATTERS ARISING** – Cllr Riley reiterated that he may be able to assist the village hall management committee in their project to raise funds for the upgrade to the village hall windows and therefore help to reduce their running costs. It was suggested that a meeting is arranged between Cllr Riley and the Chair of the village hall management committee to look at what might be possible outside of the PC meeting.

**23/80 ADJOURNMENT**

A member of the public attended requesting a follow up regarding the trees that have been cut down on the bridge opposite Buxton Mill. They informed council that the trees are still in the water and are blocking the sluice gates. Clerk will inform the Environment Agency that the trees are blocking the sluice gates.

**23/81 REPORTS**

Cllr Riley reported that the details of the county deal will be announced in December. The district councils have not been consulted or allowed a say on the matter and yet they will be affected by the outcome. A complaint about this has been made to the Secretary of State.

Cllr Goodman reported that BDC is currently tendering for a renewed food waste contract and due to the costs involved are looking for a subsidy from central government to help pay for the service which is very costly.

BDC is going to be purchasing their own housing stock and have developed a housing management company called Broadland Living in order to manage the housing stock.

**23/82 PLANNING**

**Greater Norwich Local Plan** – Regulation 19 has been completed. Nutrient neutrality mitigation is the final thing that needs to be agreed.

**Neighbourhood plan Steering group** – The PC AGREED to the wording set out in the monitoring document for the NP. Mr Curtis gave a short update on the project. There is currently some work being done to tidy up a couple of sections of the plan and tweak some of the wording so that it is positive rather than negative. The flood risk assessment has been awarded grant funding from Groundworks UK. The next stage is for the plan to go to the planning inspector. There is an expectation for the project to be completed around February/March next year.

**Planning Applications**

- Oak House 2023/3293 – Plans were looked at. PC had no comments to make

Chairman, January 2024

- Oak Lodge 2023/3400 - Plans were looked at. PC had no comments to make
- 19 Church Close 2023/3213 – The plans had been looked at in detail prior to the meeting. Some issues were raised regarding this planning application:
  - The plans are contradictory to a bird hide. The plans are for a BBQ cabin of Finnish design
  - Concern over the traffic going down a track where sewer pipes run
  - No parking in the area
  - The purpose of the application is unclear and there is a potential negative impact on the community
- Sunnyside 2023/ - Plans were looked at. PC had no comments to make

## 23/83 FINANCE

**Bank reconciliation** – Chair moved forward agenda item 8.7 (Scrutineer Volunteer) as the two items were related. Clerk explained that Mrs Kammoun has been the PC Scrutineer for several years and best practice is to move this role around in order to safeguard the PC finances. Mrs Barnes agreed to step into this role and the October bank rec was handed to her for ratification.

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

Cheque	Name	Description	Amount £
BACS	Royal British Legion	Poppy wreath x 2	40
<i>Above was paid in October</i>			
BACS	Cooks Electrical	Conditions Survey on Balay pavilion	354
BACS	Modicom	Neighbourhood plan consultant	1542.40
BACS	Scribe	Subscription	414.72
BACS	Norse	Verge cutting	270.20
BACS	Barnwells	Round	300
BACS	Norfolk Cleaning Co	Cleaning Balay	180
BACS	Morrisons Daily	Toilet roll	4.78
BACS	Broadland District Council	Bin collection	265.20
BACS	Laura Apps-Green, Norfolk Pension Fund, HMRC	Pay, pension, Phone, Mileage, tax, office rent	1852.69
Total			5223.59

**Reserves update** – Clerk presented the council with the allocated reserves information to enable the PC to make spending decisions on forthcoming items.

**Draft budget for 2024-2025** – Clerk talked council through the draft budget and asked them to look over the next month and raise any amendments or issues ready for full council agreement at the January meeting. Clerk is waiting to receive the baseline information from Broadland District Council in order to work out the band D precept figure.

**Church Clock work quote for a decision by full council** – Clerk issued councillors with the quote from Michlmayr & Co Ltd for the work they say is needed to ensure the clock functions well into the future. After a discussion the following questions were raised:

- How long with the clock be removed for in order to carry out the work?
- Will the work include the annual service?
- How much would it cost to replace the clock with an automatic mechanism?

Clerk to ask these questions of Michlmayr and bring the answers back to full council in January for a decision.

**EDF refund** – Clerk explained that EDF have issued the PC with a refund of 17%. The PC makes a recharge to the Scouts based on their meter reading. Clerk requested that the PC forward a 17% refund onto the Scouts for their portion of the bill, as it would be unfair for the PC to benefit from the refund alone. Full Council AGREED to refund the Scouts 17% of their electricity bill, a total of £137.

**Santander Savings Account** – Clerk confirmed that she met the signatories, including a previous member of the council and filled in all the paperwork to remove an old signatory and add a new one, in order to move the money in the savings account into the PC's Unity Trust account. The Clerk drove to North Walsham in order to deliver the paperwork to the bank who would send a copy to their head office. To date, the Clerk hasn't heard any more from Santander.

**Any other finance matters** – None

## **23/84 HIGHWAYS (and FOOTPATHS) RIVERS & VILLAGE MAINTENANCE MATTERS**

**Lion Road Junction** – Highways have cut the verge back and will monitor the situation

**Long term plans for traffic calming** – Highways have agreed to place a post on Lion Road heading south, in order to create a 5<sup>th</sup> position for the SAM2 camera. Full Council AGREED to this.

Cllr Shaw has put together a paper of ideas for road improvements in the ward. This will require a separate working group meeting to look at these proposals and formulate a plan going forwards.

### **[Full Council agreed to extend Standing Orders]**

**Parish Partnership Scheme** – Full Council AGREED to apply to the scheme for 50% of the cost of a new bus stop. Clerk presented council with 3 bus stop quotes.

Having looked into all 3, full council AGREED to the quote from Wescotec, with all panels being made from Perspex.

Clerk to contact Highways to request they cut back the foliage spilling over the fence behind the current bus stop, which is causing damage to the current bus stop.

Cllr Riley to look into if any of his member fund can be used to contribute towards the cost of the bus stop to the PC.

**Proposal for improvements to Highway land with the village sign opposite the Mill** – Clerk circulated the feedback from residents on this matter. 6 residents had responded. Item moved to the January meeting.

**Buxton village hall and play area** – Agreed that a date was needed for Chair and Cllr Riley to discuss how new windows in the village hall could be funded.

**Footpaths, maintenance and closures** – None

**Bure Valley water quality volunteers** – Moved to the January meeting

**Himalayan Balsam outbreak** – Resident has reported this species by the river in Lamas and Pile bridge. Clerk to report.

**To receive reports on highway matters** – None

## **23/85 BALAY PARK**

**TCV Norfolk** – Clerk informed council that the application to be part of this project has been successful. Full Council AGREED to the plans for this project to go ahead. Full Council AGREED to contributing a maximum of £500 towards the project for planting and a gate if needed. Clerk to appeal in the Round for sponsorship of the planting.

**Biodiversity** – Clerk informed council that they have a duty to consider biodiversity in the decisions they make as a council. A policy template and action plan have been produced by NALC to sign up to. Clerk to circulate and bring back to the January meeting.

### **[Full Council agreed to extend Standing Orders]**

**Woodland Creation project proposal** – Clerk has circulated an e-mail and plans for a new woodland that is proposed on private land in Dudwick. There was a discussion about this and some concerns raised

regarding the potential for the new trees to be invasive. PC resolved to write back thanking them for the information, noting their plans and hoping that this project will contribute to the biodiversity of the area.

**23/86 OVERVIEW AND SCRUTINY MATTERS - None**

**23/87 REVIEW GENERAL DATA PROTECTION REGULATION POLICY –** Clerk circulated amendments to the wording in the policy and reiterated that we all have a duty to keep people's data safe. All AGREED to the amended policy.

**23/88 CORRESPONDENCE & REPORTS OF MEETINGS ATTENDED – None**

**23/89 LATE CORRESPONDENCE & AGENDA ITEMS (For Information only) – None**

**23/90 EXCLUSION OF PRESS AND PUBLIC –** Staffing matter to be discussed.

**23/91 STAFF – CONFIDENTIAL**

NJC PayScales for current year were circulated for information.

**23/92 CLOSURE OF THE MEETING –** There being no further business the Chair closed the meeting at 9:41pm.

DRAFT