



## **Buxton with Lamas Parish Council**

Clerk: Mrs Laura Apps-Green  
184 Holt Road, Horsford, Norfolk, NR10 3HQ  
Tel: 01603 319696  
email: council@buxtonwithlamas.co.uk

# **ANNUAL PARISH COUNCIL MEETING (APCM)** **(Notice of Meeting & Summons to Attend)** **Monday 13<sup>th</sup> May 2024 starting at 7.30 pm in** **Buxton Village Hall**

Everyone is cordially invited to attend this meeting

*L M Apps-Green*  
Clerk to the Parish Council  
7<sup>th</sup> May 2024

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### AGENDA

1. ELECTION OF CHAIRPERSON FOR 2024-2025
2. DECLARATIONS OF ACCEPTANCE OF OFFICE TO BE SIGNED
3. WELCOME & APOLOGIES
4. ELECTION OF VICE CHAIRPERSON FOR 2024-2025
5. CO-OPTION OF COUNCILLORS (If applicable)
6. COMMITTEES & APPOINTMENTS TO OTHER BODIES (If applicable)
  1. *To appoint members to the BALAY Park Management Working Group (3 members + chairman & vice chairman)*
  2. *To consider representatives on other bodies*
    - *HMP Bure Liaison Committee*
  3. *To note appointments to other bodies*
    - *Picto Charity*
    - *Parish Tree Warden*
    - *Parish Footpath Warden*
7. MINUTES of PREVIOUS MEETINGS  
*To confirm the minutes of the meetings held on 15<sup>th</sup> April 2024 <sup>1</sup>*
8. MATTERS ARISING (not elsewhere on the agenda)  
*To note any matters arising raised (for information only)*
9. ADJOURNMENT - *To adjourn the meeting to take comments from the public*
10. REPORTS  
*To receive reports from the local County Councillor and District Councillor*
11. PLANNING MATTERS  
*To consider applications received before the meeting and to note planning enforcements and other planning matters*
  - 11.1 Greater Norwich Local Plan (Standing Item)
  - 11.2 Neighbourhood plan steering group (Standing Item)
  - 11.3 Any planning applications received (2024/1148 Certificate for lawful existing use of Patches Farm & update on the outcome of Canoe Man application at planning committee)



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### 12. FINANCE

12.1 To receive bank reconciliation – April 2024

12.2 To approve payments as per schedule – to be tabled

12.3 PC Insurance renewal quote <sup>2</sup>

12.4 Santander – Confirmation that this bank account is closed and savings transferred to Unity Trust Savings Account

12.5 Any Other Finance matters (for information only)

### 13. HIGHWAYS (and FOOTPATHS), RIVER & VILLAGE MAINTENANCE MATTERS

13.1 Whole village traffic management plans/ideas

13.2 SAM2 Camera malfunction and servicing costs

13.3 Buxton village hall (Standing Item)

13.4 Footpaths, Maintenance and Closures (Standing Item)

13.5 To receive reports on highway matters (Standing Item)

### 14. BALAY PARK

14.1 Football club revised pitch layout request e-mail and photos <sup>3</sup>

### 15. OVERVIEW AND SCRUTINY MATTERS

### 16. CORRESPONDENCE & REPORTS OF MEETINGS ATTENDED

*To note and consider items of correspondence received to date and to receive reports as available*

### 17. LATE CORRESPONDENCE & AGENDA ITEMS

*To note items of late correspondence and refer to the next meeting in June 2024 as appropriate.*

### 18. TO CLOSE THE MEETING

*The items below are supplied to Councillors; they are available from the Clerk on request unless marked 'confidential'*

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<sup>1</sup> Minutes (15<sup>th</sup> April 2024)

<sup>2</sup> Insurance renewal quote

<sup>3</sup> Football Club e-mail and photos