



## **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

### **PARISH COUNCIL MEETING**

#### ***(Notice of Meeting & Summons to Attend)***

**Monday 10 February 2025 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

4 January 2025

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#### AGENDA

1. WELCOME & APOLOGIES (2 mins)
2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION - *To receive declarations of interest & requests for dispensation* (2 mins)
3. MINUTES of PREVIOUS MEETINGS (5 mins)  
*To confirm the minutes of the meetings held on 12 January*<sup>1</sup>
4. MATTERS ARISING (not elsewhere on the agenda)  
*To note any matters arising raised (for information only)* (5 mins)
5. OPEN FORUM FOR PUBLIC PARTICIPATION – *An opportunity to hear from members of the public* (10 mins)
6. REPORTS (10 mins)  
*To receive reports from the local County Councillor, District Councillor, Police & Clerk*
7. PLANNING MATTERS (12 mins)  
*To consider applications received before the meeting and to note planning enforcements and other planning matters*
  - Neighbourhood plan steering group – Standing Item
  - Any planning applications received – *(Live links to the planning applications below)*
  - Aylsham Road house development, opposite Balay park – Wish list of infrastructure needs for the parish
  - [Scottow Enterprise Park - RV/24/2606 \(North Norfolk\)](#)
  - [6 Mill Street Buxton - 2025/0108](#)
  - [Jaguar Building Change of use - 2023/1498](#)<sup>2</sup>
8. FINANCE (6 mins)
  - 8.1 To receive bank reconciliation – January 2025
  - 8.2 To approve payments as per schedule – to be tabled
  - 8.3 Annual review of Councils Standing Orders and Financial Regulations<sup>3</sup>
  - 8.4 Financial risk assessment<sup>4</sup>
  - 8.5 Proposal to change supplier of the Round and quote from Blackwell Print<sup>5</sup>
  - 8.6 Any Other Finance matters (for information only)
9. HIGHWAYS (and FOOTPATHS), RIVER & VILLAGE MAINTENANCE MATTERS (15 mins)



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9.1 Footpaths, Maintenance and Closures (Standing Item)

9.2 To receive reports on highway matters (Standing Item)

10. BALAY PARK (5 mins)

10.1 Ramp repair update from Clerk

11. BUXTON VILLAGE HALL – (Standing Item) (10 mins)

11.1 Update from committee members

11.2 Play area update

12. .GOV COUNCILLOR E-MAIL ADDRESS (5 mins)

12.1 Questions from January meeting

- Cost per year would be £220 ex VAT
- Uses 2 step authentication (This can be disabled, but it is not recommended)

13. OVERVIEW AND SCRUTINY MATTERS (2 mins)

14. CORRESPONDENCE & REPORTS OF MEETINGS ATTENDED (2 mins)

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

15. LATE CORRESPONDENCE & AGENDA ITEMS (2 mins)

*To note items of late correspondence and refer to the next meeting in March 2025 as appropriate.*

16. 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> Draft Minutes (January 2025)

<sup>2</sup> Copy of PC letter from July 2024

<sup>3</sup> Standing Orders and Financial Regulations

<sup>4</sup> Financial Risk Assessment

<sup>5</sup> Quote for Round production