



Buxton with Lamas Parish Council

Clerk: Mrs Laura Apps-Green
184 Holt Road, Horsford, Norfolk, NR10 3HQ
Tel: 01603 319696
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ANNUAL PARISH COUNCIL MEETING (APCM)

(Notice of Meeting & Summons to Attend)

Monday 12th May 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

6 May 2025

AGENDA

1. ELECTION OF CHAIRPERSON FOR 2025-2026
2. DECLARATIONS OF ACCEPTANCE OF OFFICE TO BE SIGNED
3. WELCOME & APOLOGIES
4. ELECTION OF VICE CHAIRPERSON FOR 2025-2026
5. 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*
6. MINUTES of PREVIOUS MEETINGS
To confirm the minutes of the meetings held on 14 April 2025 ¹
7. MATTERS ARISING (not elsewhere on the agenda)
To note any matters arising raised (for information only)
8. OPEN FORUM FOR PUBLIC PARTICIPATION – *An opportunity to hear from members of the public*
(10 mins)
9. REPORTS (10 mins)
To receive reports from the local County Councillor, District Councillor, Police & Clerk
10. PLANNING MATTERS (5 mins)
To consider applications received before the meeting and to note planning enforcements and other planning matters
 - Any planning applications received



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11. FINANCE (6 mins)

- 11.1 To receive bank reconciliation – April 2025
- 11.2 To approve payments as per schedule – to be tabled
- 11.3 Approval of parish council insurance provider - Hiscox
- 11.4 Any Other Finance matters (for information only)

12. HIGHWAYS (and FOOTPATHS), RIVER & VILLAGE MAINTENANCE MATTERS (15 mins)

- 12.1 Weir & Mill Pond – E-mail from resident ²
- 12.2 Bure Valley Business Centre – Lack of planning applications being submitted
- 12.3 Footpath 2 – Previous objection withdrawal
- 12.4 Footpaths, Maintenance and Closures (Standing Item)
- 12.5 To receive reports on highway matters (Standing Item)

13. BALAY PARK (10 mins)

- 13.1 Scout group request to hire scout hut to another youth group on a regular basis – Update

14. BUXTON VILLAGE HALL – (Standing Item) (15 mins)

- 14.1 Concern regarding rubbish pile left beside the pitch
- 14.2 Formal agreement for market rate charges to apply to the parish council
- 14.3 Play area update
- 14.4 E-mail from a bowls club member regarding the village hall carpark ³
- 14.5 Update from committee members

15. OVERVIEW AND SCRUTINY MATTERS (2 mins)

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

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

- 16.1 Retirement of Cllr Nichols – To give thanks for many years of community service

17. LATE CORRESPONDENCE & AGENDA ITEMS (2 mins)

To note items of late correspondence and refer to the next meeting in June 2025 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'

¹ Minutes (14th April 2025)

² E-mail (Confidential)

³ E-mail