

## DRAFT MINUTES

### CHEARSLEY PARISH COUNCIL

DRAFT MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 17th SEPTEMBER 2018 IN THE VILLAGE HALL AT 7.30PM

#### PRESENT

Councillors: John Lewis (JL), Paul Bown (PAB), John Howard (JH), Martin Hearmon (MH), Mike Hawkett

Responsible Finance Officer: Robert Parkes (RP)

Parish Clerk: Helen Spurgeon

Parishioners: There were 2 Parishioners

#### PARISHIONERS QUESTION TIME

There were no questions.

##### 1. APOLOGIES

Nic Brown (NB), Julia Witcher (JW), Michael Edmonds (ME), Clive Harriss

##### 2. DECLARATIONS OF INTEREST

There were no interests declared.

##### 3. APPROVAL OF JULY 2018 MINUTES

Minutes were **agreed** as a true record and signed by JH.

##### 4. MATTERS ARISING FROM PREVIOUS MINUTES

- **Footpaths Officer.** ACTION: NB to approach Anthony Adams regarding this role.
- **Potholes Bernards Close.** Over the summer, some local children made a floral arrangement in one of the potholes in Bernards Close which was featured in the Bucks Herald. The potholes have now been repaired. Cllr Clive Harriss has noted the poor state of the lanes in the village and will speak to TfB to see if a temporary fix can be applied to the worst areas. A discussion took place on whether temporary repairs are worth doing. PB is not in favour of temporary repairs.
- **Bus stop.** ACTION: JH to look at the installation of a noticeboard inside the bus shelter to display children's art work.
- **Transparency of Village Hall funding and spend for the build.** ACTION: ME to approach the PCC to suggest this information is published.
- **GDPR policies and procedures.** Standing Orders have been updated to incorporate GDPR, the document was approved by the councillors. A Privacy Notice has been emailed to councillors which will be reviewed at the next meeting.
- **Recording of votes on planning applications.** A debate took place regarding whether to record the number of votes supporting or opposing a planning

application on the AVDC planning application comment form. **PB** is in favour of this and **JL** strongly objects. It was concluded that votes will be recorded from now on.

- **Village Hall hire for defibrillator training sessions.** The Village Hall agreed to waive the hire cost for these sessions.
- **Verges adjacent to Village Hall.** Damage following the building work needs to be made good. The contractor has agreed to do this but it has not yet been done.
- **The Boot.** The owners have made a financial contribution to the PC towards kerb repairs following damage caused by vehicles delivering to their property during the renovation works.

## 5. PLANNING

- **18/03151/APP – Needlemakers, Watts Green, Chearsley HP18 ODD**  
The PC has no objections, unanimous vote. **ACTION: Clerk to submit to AVDC.**
- **18/03166/APP – Fairview Cottage, Bernards Close, Chearsley HP18 0BY**  
A site meeting will take place on the afternoon of Tuesday 25<sup>th</sup> September, following the TfB site meeting. **ACTION: Clerk to inform resident.**

## 6. CORRESPONDENCE

- An email had been received from a charity requesting the PC post a link to their website from the Chearsley village website in return for a financial donation. It was decided this was not appropriate for the PC.
- An email had been received from South Stoke PC requesting a meeting with someone from Chearsley PC regarding our experiences with Rectory Homes as there is a proposal for a Rectory Homes development in their village. **ACTION: Clerk to respond asking South Stoke PC to suggest some dates.**

## 7. CONTRIBUTIONS FROM AVDC AND BCC COUNCILLORS

Highways England have announced their preferred route for the Oxford to Cambridge expressway corridor. The corridor is very large making it difficult to work out the path of the road.

## 8. FINANCE

- The monthly finance report has been circulated to Councillors.
- The audit has now been completed and the report distributed to members of the Council. The Council acknowledges this report and endorses the audit fee payment of £200.
- Orders for Payment

35.00	Registration for data protection
2.50	Sundry expenses payable to the Clerk
352.72	Insurance payment
97.12	Costs associated with the new village bench
216.00	Four Seasons – work on trees
76.64	BALC – attendance at GDPR course

- At the present time, the bank balance stands at £39,518, with the second half of the precept due at the end of the month. There is no comparison with budget, because costs are falling well behind.
- **Traffic calming project.** The work that has been done so far is unsatisfactory. There is a meeting on 25<sup>th</sup> September with TfB to resolve the issues. The PC cannot pay for the work until it is satisfactory, this accounts for why costs are falling behind budget. The project has also encountered numerous delays. Village name plates and white lines will be discussed at the meeting. Going forward specifications need to be very clear.
- **Devolution.** BCC are offering devolution to parishes from March 2019. **RP** suggests a small working party to study the detail, meet with AVDC and speak to parishes who already have devolved services so a decision can be made by November. **ACTION: Clerk to agenda for the next meeting. RP to set up a sub group.** **PB** agrees with **ME**'s comments sent by email and is concerned that a small sum of money is being provided to cover a lot of services.
- Councillors agreed to the use of a debit card for the purchase of small items by the PC. **ACTION: RP to apply to Lloyds Bank.**

#### **9. REPORTS FROM COUNCILLORS ATTENDING MEETINGS AND OUTSIDE ORGANISATIONS**

LAF meeting, 13<sup>th</sup> September in Chearsley Village Hall, was attended by **JH** and **MH**.

- The LAF have agreed to contribute towards a Chearsley community wi-fi phonebox and information point. **NB** is doing the costings and leading this project. We are waiting for BT to confirm the status of the capped off power supply to the old phone kiosk. Boarstall PC have offered Chearsley PC the possibility of buying their red phone box which they are looking to dispose of. The project needs to be discussed in more detail. **ACTION: Clerk to agenda for next meeting.**
- The Stockwell restoration project is likely to take place in the next financial year. An engineering report has been commissioned. Mike Heybrook, who owns the land the Stockwell backs onto, would need to be involved as hedges need cutting back and scrub needs clearing. A formal proposal will be needed for LAF support. The whole of Church Lane needs tidying up. The priority is clearing scrub and pruning hedges this autumn before the nesting season. **ACTION: JH to set up a meeting with Mike Heybrook. Clerk to agenda for next meeting.**

#### **10. WAR MEMORIAL**

Four companies have been contacted for quotes to professionally clean up the war memorial. Two quotes have been received so far for £2370 and £1850 both including VAT. It may be possible to have the work completed before Remembrance Sunday if the PC pay for it without a grant. Three quotes need to be sent off with the grant application. **ACTION: Clerk to agenda update for next meeting.**

#### **11. PA SYSTEM**

It is sometimes difficult to hear what is being said at village events such as the flower show and Remembrance Day service at the war memorial. It was agreed to purchase a PA system with a maximum spend of £250. This will be kept in the Village Hall for village use.

**12. REMEMBRANCE DAY SERVICE**

Following the service at the war memorial, it was decided to hold a gathering in the Village Hall to commemorate the 100 year anniversary of the end of WWI. It was suggested that some villagers could be invited to speak to share their memories, there could be a charity collection and light refreshments. **ACTION: JH to check what plans the Church have, MH to book the Village Hall, Clerk to order the poppy wreath.**

**13. PARISHIONERS QUESTION TIME**

Proposed Rectory Homes development off Chilton Road - a parishioner informed the meeting that an appeal has been lodged by Rectory Homes due to non-determination by AVDC. The PC has received no correspondence from AVDC regarding this. This needs to be investigated.

**14. ITEMS FOR INFORMATION**

The Sapphire/Arriva 280 bus incident that took place in August where the bus attempted a dangerous manoeuvre and inflicted significant damage to the kerb near the war memorial has been passed onto Cllr Clive Harriss. We await his response.

**15. DATE AND TIME OF NEXT MEETING in Chearsley Village Hall**

- Monday 15<sup>th</sup> October 2018 at 7.30pm