

**Ivinghoe Parish Council**

**Minutes of a Meeting Held on Tuesday 3<sup>rd</sup> May 2016**

Present: Councillors K Groom (Chairman), C Bamber (Vice Chairman), S Lott, R Benton & A Stone

District Councillors C Poll and D Town

Mrs Bridget Knight - Clerk

Apologies: Cllr S Jenkins and Cllr A Dicker

Items on Agenda		
1. Public Question Time	None.	
2. Attendance and Apologies	2.1 Apologies were received from Councillor S Jenkins and Councillor A Dicker.	Clerk
3. Declaration of Interest	3.1 None.	Clerk
4. To receive reports from District and County Councillors	4.1 Cllr Poll reported there are a few VALC meetings coming up to consider the responses to consultation before they go to cabinet. 4.2 AVDC is becoming more business-like and envisage by 2020 that the £3 per week proportion of council tax that covers district could be unnecessary as AVDC could fund some services through their business activities. One such example is a link with Enterprise Rent A Car where householders who sign-up to their brown bin scheme receive offers from the rental company and AVDC get a payment for this as a commission type payment. Cllr Lott questioned whether householders would be able to opt-out of this scheme, it was stated that every email has an 'unsubscribe' option. AVDC have been running seminars recently with the 2 <sup>nd</sup> one they charged for. The seminars were explaining the ideas of self-funding to other councils.	Clerk
5. To approve the minutes of previous meeting.	5.1 It was PROPOSED SECONDED and APPROVED that the minutes of the meeting held 5 <sup>th</sup> April 2016 were approved as a correct record and were signed by the Chairman.	Clerk
6. Planning Applications	6.1 16/00485/COUAR – Land off Station Road, Ivinghoe Planning has been refused. 6.2 16/01089/APP Builders Yard, High Street, Ivinghoe No update – awaiting decision.	Clerk/ All
7. Neighbourhood Development Plan	7.1 Richard Freeman has informed the council that questionnaires have been returned and the NDP group will have a meeting to calculate the responses and give an update at next week's Annual Parish Meeting. We are at least a year away to submitting the NDP.	Clerk
8. Footpaths, Bridleways, Trees and Playgrounds	8.1 Cllr Stone reported that the Bridleway is clear. No reports. 8.2 The Clerk has written to Shiel House to request they cut back the hedge to the wall, no response to letter. The Clerk will contact highways to request this. 8.3 Playgrounds Ivinghoe Playground – the repair of the bird nest swing is in progress, waiting for the right length rope to fix this and the installer will be back to change very soon. Ivinghoe Aston - Mr Ashby has signed the 'draft' 20 year for Ivinghoe Aston playground last Friday. There are a few parts that are missing from the contract, these need to be added and then the Chair and the Clerk can sign the lease as advised by the solicitor. 8.4 Cllr Groom reported that recently the Old School paved area has been replaced and looks very nice. The council assisted the builders by allowing regular access to the Lawn for the builder's vans/equipment. Unfortunately, it's disappointing to see that where they have dug up the grass they have not re-seeded the areas, have instead put bark in place. At the entrance they were asked to fill the pot-holes but they have failed to do so. During the work bramble and other rubbish was cut back which has been dumped at the back, this needs to be cleared up. Bob and Carol Corn are aware of the situation. Cllr Groom is to meet with the Historic Buildings Officer soon. The Officer informed us that the Old School paved area cost £120,000 as they found damp and had to resolve that. The Officer is very enthusiastic and suggested more funding is available. Cllr Benton suggested the park railings could be replaced as they are broken in parts. Cllr Groom will ask the Officer about the park railings during their meeting.	Clerk  Clerk/ Chair  Chair

	<p>8.5 Cllr Benton enquired about having the Ivinghoe Aston playground cleaned mainly to remove the mildew on the ground. It was suggested that a power-washer or diluted bleach could clear this, the cost of the professional clean last year was £250-£300 and it was felt it was too expensive to do again so soon. Various voluntary groups were suggested who might be approached to help e.g. Scouts, Duke or Edinburgh or Probationary Service. Cllr Groom had previously cleaned the Ivinghoe playground with washing up liquid.</p>	
9. Highways, Streets and transport (to include Street Lighting and Speed Watch)	<p>9.1 Mac Cleland has been in contact regarding the MVAS equipment which is going to be moved to Horton. Cllr Benton requested that the MVAS equipment be moved to Ivinghoe Aston especially as recently since the white lines have been painted the traffic is much faster, it is going to Horton first. Cllr Poll offered to speak to Aston Abbots and ask if Ivinghoe Aston can use their MVAS.</p> <p>Cllr Bamber would like to be trained how to use the MVAS and Mac Cleland could do this, although he's very busy and Cllr Benton suggested her husband might be able to help with training.</p> <p>9.2 The Clerk has written to John Bercow MP regarding the requested weight limit on the B488 after the declassification of the A4146. John Bercow has written to Neil Gibson at Bucks CC and asked for a response, we wait to hear. We are pleased that John Bercow has raised the profile of this. Cllr Bamber wrote to Dave Roberts last week about this, no reply to date.</p> <p>Cllr Poll suggested we contact BBC 3CRadio, Cllr Bamber and Clerk to discuss.</p> <p>9.3 Cllr Bamber will be attending the Transport for Bucks meeting on the 12<sup>th</sup> May 2016.</p> <p>9.4 Station Road, Ivinghoe is due to be resurfaced shortly, recently some pot-holes have been 'jet-packed' which is a short term solution, not very effective. Because of the poor road condition two HGVs from Castlemead have recently become grounded by Long Meadow Farm.</p> <p>9.5 BHB leaflets are being distributed with Ivinghoe Beacon Magazine, the banner is in place. Cllr Lott had last week offered to produce leaflets but Cllr Groom had already ordered and had this organised. Cllr Groom mentioned generally if there is ever any confusion or Councillors need to check anything it is a good idea to call her. Cllr Lott apologised.</p>	<p>Clerk/ KG/A D/CB</p> <p>Clerk/ CB</p> <p>KG</p>
11. Allotments	<p>11.1 Cllr Groom reminded everyone that herself and Cllr Dicker are the allotment officers.</p> <p>11.2 Cllr Groom explained that she had authorised for an allotment holder to plant a vine in a strip of land which is unused. The allotment holder will pay £10 a year for this.</p> <p>11.3 Following last month's meeting the Clerk has written to Mrs Cusick as her allotment was uncultivated and checking if she wanted to continue as we have a waiting list. Mrs Cusick disagreed with this and questioned if we were concerned about waiting lists whether we should allow multi-plot holders. The Clerk will write to Mrs Cusick and thank her for cultivating her plot and we have seen an improvement since the last inspection. Photographic evidence shows the allotment plot was uncultivated when the inspection was done, then 2 days after potatoes and onions were planted.</p> <p>11.4 The Clerk to contact Helenka to let her know we are getting a plot ready for her.</p> <p>11.5 There has been rubbish mainly weeds dumped around the allotments, a reminder needs to be placed on the noticeboard to let people know this isn't permitted under the terms and conditions.</p> <p>11.6 Bumble Bees are now being kept at the allotment, after careful consideration their hives are positioned safely away from people.</p>	<p>KG/ Clerk</p>
12. Report from the Clerk Correspondence	<p>The correspondence list was circulated prior to the meeting:</p> <ul style="list-style-type: none"> <li>- Basket swing – waiting for new part</li> <li>- Invited John Bercow MP invite to 12<sup>th</sup> May – he's unavailable</li> <li>- Planning: commented on Builder's Yard no objection but requested no weekend working</li> <li>- Planning: objected the Land off Station Road – planning refused</li> <li>- VAT have de-registered as income very low (Lawn hire &amp; beacon magazine adverts), well below £83,000 threshold</li> <li>- Attended Annual Audit Training Course run by BALC/Mazars 27<sup>th</sup> April 16</li> <li>- Play in Parish took place 9<sup>th</sup> April - very successful</li> </ul>	<p>Clerk</p>

Commented [1]:

Commented [2]:

	<ul style="list-style-type: none"> <li>- One enquiry re Beacon being lit for Queens Birthday</li> <li>- Written to Mrs Cusick asked allotment appeared uncultivated, she challenged this.</li> <li>- Sent Joan Ward details for S106 money possible application.</li> <li>- Street light in Station Road has been fixed by Aylesbury Mains.</li> <li>- Received the April Precept &amp; VAT refund.</li> </ul>																																																				
<p>13. Financial Matters Payment of Accounts Balances To discuss and approve the purchase of planters</p>	<p>13.1 The following accounts and expenses were submitted and UNANIMOUSLY APPROVED for payment:</p> <table border="1" data-bbox="212 757 874 1765"> <tr> <td>Cheddington Parish Council</td> <td>20% cost of MVAS</td> <td>£40</td> </tr> <tr> <td>Bridget Knight</td> <td>Clerk Salary &amp; Expenses</td> <td>£687</td> </tr> <tr> <td>Bucks CC</td> <td>Library Rental (Apr 15 – Mar 16)</td> <td>£600</td> </tr> <tr> <td>RML Tree Surgeons</td> <td>Sheil House – tree grinding</td> <td>£140</td> </tr> <tr> <td>Ivinghoe Old School</td> <td>Room Rental February for meeting &amp; interviews</td> <td>£43.50</td> </tr> <tr> <td>Eon</td> <td>Street Lights Power</td> <td>£101.21</td> </tr> <tr> <td>P Roach</td> <td>Litter Clearance</td> <td>£102.08</td> </tr> <tr> <td>AVDC</td> <td>Play around the Parish 8/4/16</td> <td>£335</td> </tr> <tr> <td>Churchesfire</td> <td>Inspection at Library</td> <td>£33.48</td> </tr> <tr> <td>Karen Groom</td> <td>Office Mobile</td> <td>£16.60</td> </tr> <tr> <td>John Wallis</td> <td>Internal Audit</td> <td>£75</td> </tr> <tr> <td>A J Groom</td> <td>Grass Cutting</td> <td>£132</td> </tr> <tr> <td>A J Groom</td> <td>Grass Cutting – the lawn</td> <td>£240</td> </tr> <tr> <td>Breez design and artwork/Laila Palfrey</td> <td>Ivinghoe Beacon Magazine</td> <td>£250</td> </tr> <tr> <td>Aylesbury Mains</td> <td>Repair to street light 20 Station Road April 16</td> <td>£102.48</td> </tr> <tr> <td>Aylesbury Mains</td> <td>Repair to street light – 20 Station Road invoice dated Dec 15</td> <td>£81.60</td> </tr> <tr> <td>Aylesbury Mains</td> <td>Repair to street light – 11 Wellcroft invoice dated Dec 15</td> <td>£57.96</td> </tr> </table>	Cheddington Parish Council	20% cost of MVAS	£40	Bridget Knight	Clerk Salary & Expenses	£687	Bucks CC	Library Rental (Apr 15 – Mar 16)	£600	RML Tree Surgeons	Sheil House – tree grinding	£140	Ivinghoe Old School	Room Rental February for meeting & interviews	£43.50	Eon	Street Lights Power	£101.21	P Roach	Litter Clearance	£102.08	AVDC	Play around the Parish 8/4/16	£335	Churchesfire	Inspection at Library	£33.48	Karen Groom	Office Mobile	£16.60	John Wallis	Internal Audit	£75	A J Groom	Grass Cutting	£132	A J Groom	Grass Cutting – the lawn	£240	Breez design and artwork/Laila Palfrey	Ivinghoe Beacon Magazine	£250	Aylesbury Mains	Repair to street light 20 Station Road April 16	£102.48	Aylesbury Mains	Repair to street light – 20 Station Road invoice dated Dec 15	£81.60	Aylesbury Mains	Repair to street light – 11 Wellcroft invoice dated Dec 15	£57.96	Clerk
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	<p>13.2 Balances</p> <p>April Precept £18,620 HMRC VAT Repayment £5094.69 Beacon Ads £120</p> <p>Balances at 3.5.16</p> <table border="1" data-bbox="225 669 491 745"> <tr> <td>Community</td> <td>£6000</td> </tr> <tr> <td>BMM ac</td> <td>£80,472.16</td> </tr> <tr> <td>BMM Beacon ac</td> <td>£158.07</td> </tr> </table> <p style="text-align: center;"><u>£86,630.23</u></p> <p>The meeting closed at 9.30pm.</p>	Community	£6000	BMM ac	£80,472.16	BMM Beacon ac	£158.07	
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14. Website	<p>14.1 ½ training to be organised with Cllr Lott, Cllr Bamber, Clerk and Elke.</p> <p>14.2 Cllr Lott stated that the Clerk had been informed by BALC that we must follow the transparency code for smaller precepts.</p> <p>14.3 Cllr Lott and Cllr Bamber will attend Website training by BALC on 11<sup>th</sup> May, the Clerk to book cost is £158 for both. Clerk to pay for and be reimbursed for. Comments were made about how good Pitstone's website in terms of the links their website provides, which Dave Nicholls runs, this is what Ivinghoe website is aiming to achieve.</p>	SL						
15. Membership of SLCC & Clerk Training	<p>15. Cllr Groom explained the membership of Society of Local Council Clerks and the Certificate in Local Council Administration (CILCA) course run by BALC and SLCC. It was agreed that the Clerk becomes a member of SLCC at a cost of £10 joining fee and £118 annual subscription and starts the CILCA training in June at a cost of £258 to BALC and £250 to SLCC. Proposed by Cllr Benton and Seconded by Cllr Bamber carried unanimously. A councillor commented the better qualified the Clerk it works towards the council becoming a quality council.</p>							
16. Clerk Pension Scheme	<p>16.1 The Clerk reported that several Parish Clerk's have joined pension schemes and the Local Government Pension Scheme has been chosen by several Parish Councils, this is the scheme that members of Bucks County Council join. It was agreed the Clerk should investigate further and email details to get this ready for next meeting.</p>							
14. Annual Parish Meeting	<p>14.1 Rt Hon John Bercow MP is unavailable. Cllr Groom is contacting Aldbury PC to invite them to talk about Tring Station update. Councillors Bamber, Dicker, Benton and Groom will present at the Annual Parish Meeting. Cllr Groom to organise refreshments – cheese, wine and cake. There</p>	Clerk/ KG						

	was some confusion with the booking as the WI had assumed the Town Hall was available for them, but the council had booked the venue in October, the WI are kindly relocating to the Old School that night.	
16. Date of Next Meeting	Tuesday 7 <sup>th</sup> June 2016 Annual PC Meeting Thursday 12 <sup>th</sup> May 2016 Annual Parish Meeting 7.15pm Town Hall	

Signed.....

Dated.....

