

**Minutes of a Parish Council Meeting Held on Tuesday 1<sup>st</sup> May 2018 at Ivinghoe Old School Village Hub at 7.30pm.**

In attendance: Cllr K Groom (Chairman), Cllr C Bamber (Vice Chair), Cllr S Bexson Cllr S Lott and Cllr A Dicker. Bucks County Councillor A Wight, AVDC District Councillor C Poll, AVDC District Councillor D Town and AVDC District Councillor S Jenkins.

Bridget Knight – Clerk.

Apologies: Cllr P Roach and Cllr A Stone.

2 Members of the public.

Items on Agenda			
C/110/18 Public Question Time	110.1	None.	Clerk
C/111/18 Attendance and Apologies	111.1	Apologies were received and accepted from Councillor Stone, Councillor Roach and TVP Inspector James Davies.	Clerk
C/112/18 Declaration of interest	112.1	None.	Clerk
C/113/18 To approve the minutes of the previous meeting	113.1	It was PROPOSED, SECONDED and APPROVED that the minutes held on 3 <sup>rd</sup> April 2018 were correct and were signed by the Chairman.	Clerk
C/114/18 To receive reports from District and County Councillors	114.1  114.2  114.3	Bucks County Councillor Wight spoke about Unitary and Maternal Mental Health Week. A copy of Councillor Wight's report will be filed with the minutes.  AVDC Councillor Sandra Jenkins spoke about the Health Trust meeting being held in Pitstone and recommended IPC have a representative attend.  AVDC Town spoke about new homes bonus AVDC and AVDC are one of the few authorities that pass it on. There is a new grant operating called Thriving Communities Fund up to £300 (trusts for residents), £1000 and up to £10,000 capital cost grants available.	Clerk

Signed:

Date:

C/115/18 Planning Applications	115.1  115.2  115.3  115.4  115.5  115.6  115.7  115.8  115.9	<p>18/01222/APP – Ford End Farm, Ivinghoe, LU7 9EA. Erection of agricultural building. No objections. PROPOSED by Cllr Bexson and SECONDED by Cllr Lott carried unanimously.</p> <p>18/00777/ACL – Vicarage Farm, Great Gap, Ivinghoe, LU7 9DY. Continued use of Vicarage Farm for the operation of a commercial haulage enterprise, together with associated temporary storage of pallets. No update.</p> <p>18/00895/APP – Old Brewery Stables, Windmill Close, Ivinghoe, LU7 9EW. Raising the roof by 0.86m, erection of rear conservatory and insertion of windows and Juliet balcony. No update.</p> <p>18/00516/ACL – 18 High Street, Ivinghoe, LU7 9EX. Application for a Lawful Development Certificate for a proposed removal of the existing door to rear elevation and replace with double glazed window; to relocate the existing door and window on the right-side elevation; to construct a new entrance canopy. AVDC Certificate Issued.</p> <p>18/00456/APP – 50 Station Road, Ivinghoe, LU7 9EB. Erection of dwelling. No update.</p> <p>18/00495/AGN – Ford End Farm, Ivinghoe. Erection of an agricultural building. Update: AVDC Refused.</p> <p>18/00583/ATP – The Old Vicarage, 7 Church Road, Ivinghoe, LU7 9EH. Concerns about the trees putting stress on the boundary wall and feel it is important to keep the trees in the TPO area to an appropriate scale for the small space that they occupy. No update.</p> <p>17/00054/NONDET – Land to the rear of Handpost Cottage, Church Road, Ivinghoe. Continued use of the land for B8 storage and distribution purposes. Appeal by Handpost Cottage representative. Objection by AVDC, comments from application available online. Update: HM Planning Inspectorate appeal dismissed/refused.</p> <p>17/04844/ACL -Application for a Lawful Development Certificate for an existing development of storage of caravans on land at Vicarage Farm continuously for a period exceeding 10 years. Vicarage Farm, Great Gap, Ivinghoe, Bucks LU7 9DY. Update: AVDC Certificate issued.</p>	Clerk/ All
C/116/18 Neighbourhood Development Plan	116.1	Cllr Bexson reported that AVDC had raised GDPR issues and she is working to resolve this.	SB

Signed:

Date:

C/117/18 Footpaths, Bridleways, Trees and Playgrounds	117.1	The chairman said that damage on the Ford End footbridge is very likely to have been caused deliberately, this was following the repair by Bucks CC contractors.	Clerk SL/KG
	117.2	The chairman asked Cllr Wight if she knows when the schedule for grass cutting is for the parish and can they please include Great Gap. Bucks County Cllr Wight to check	
	117.3	IA playground – the mole catcher is attending IA. Cllr Bexson enquired whether the contractor could do some additional grass cutting by the entrance to IA village, this will be investigated further.	
	117.4	Tree Survey – the Clerk to arrange a tree survey to be done by a qualified tree expert.	
	117.5	A member of the public asked whether we could move the railings to create larger car parking area, the Chairman said certainly not, we can not allow the recreation ground to be used as a car park, it was given to the parish for recreational purposes. The chairman asked if people can contact the council direct and that we are approachable. Bucks County Councillor Wight will speak to TfB about the hardcore or matting for the grass verge to be used as a car parking area next to the Lawn.	
	117.6	Cllr Lott is speaking to the manufactures of the goal to get a replacement wheel.	
C/118/18 Highways, Streets & Transport (to include Street Lighting & Speed Watch)	118.1	Ivinghoe bus stop is still obstructed by parked cars.	CB/SL/ Clerk
	118.2	Street lights need to be changed to LED lights, this will be discussed at the precept setting/budget meeting in October.	
	118.3	Brownlow Bridge traffic lights are to be refurbished during the school holidays. Cllr Lott asked if TfB could install cameras on the traffic lights as a trial at that time. Bucks County Cllr A Wight will put this to Bucks. Cllr Lott to write to Bucks.	
	118.4	Cllr Lott reported about Speedwatch this month with approx. 250 vehicles being reported to TVP.	
	118.5	IPC had requested the TVP Inspector James Davies to attend our meeting, however, he was unavailable and will give reply in writing to the IPC issues raised.	
	118.6	Two new bus stops are for Pitstone, but the bus stop next to the Haldi will remain for Ivinghoe residents. Some Pitstone residents have complained to IPC about the bus stops and possible increased traffic problems on Marsworth Road.	
C/119/18 Allotments	119.1	The chairman and Cllr Dicker have inspected the allotments. Cllr Dicker will speak to the allotment holder of the untidy allotment.	KG/ AD
	119.2	A Pitstone resident wants to have an allotment and keep Bees, the Chairman will meet with the resident.	
C/120/18 Ivinghoe Rag Pits	120.1	No update.	Clerk
C/121/18 Registering 3 pieces of land.	121.1	No update.	
C/122/18 Table Tennis	122.1	No update.	Clerk
C/123/18 IA Noticeboard	123.1	The new noticeboard has been delayed due to a problem with the supply of hinges, should be delivered week commencing 13 <sup>th</sup> May. The chairman will organise for the Ivinghoe (Brookmead) noticeboard being moved to IA.	Clerk
C/124/198 Defibrillators	124.1	The defibrillators will be installed soon.	Clerk
C/125/18 Website	125.1	There have been some Facebook problems which have been addressed.	SL

Signed:

Date:

C/126/18 Update on Unitary	126.1	Several Councillors attended the AVDC meeting. A discussion took place about the unitary options. Cllr Bamber will prepare a response to the consultation to be submitted. PROPOSED by Cllr Lott and SECONDED by Cllr Dicker and carried unanimously.	KG/ Clerk																																																																											
C/127/18 Annual Meeting – 16 <sup>th</sup> May 2018	127.1	The Annual Parish meeting will be a similar format to last year. There will be defibrillator training at the annual meetings. Gloria Snowdon has kindly offered to help with refreshments.	Clerk																																																																											
C/128/18 Clerks Report	128.1	Clerk's Report. The report was circulated prior to the meeting with a list of correspondence.  Under correspondence a local resident had asked whether we can register the Lawn as a Village Green. Cllr Bexson will speak to AVDC and the resident who is a planner. This will be added to the June agenda.																																																																												
C/129/18 Financial Matters, Payment of Accounts and Balances.	129.1	<p>The Chairman and Councillors thanked the Clerk for accounts which the auditor said were easy to follow and well done.</p> <p>The following accounts were authorised for payment during the meeting:</p> <table border="1"> <thead> <tr> <th>Payee</th> <th>Description</th> <th>Total Paid</th> </tr> </thead> <tbody> <tr><td>ScrewFix</td><td>Allotment Tap</td><td>£7.89</td></tr> <tr><td>Currys</td><td>Mouse for office laptop</td><td>£16.99</td></tr> <tr><td>Almar</td><td>Office Supplies</td><td>£34.98</td></tr> <tr><td>Currys</td><td>Laptop &amp; Mouse Speedwatch</td><td>£295.99</td></tr> <tr><td>Michael Roach</td><td>Litter Collection - April 18</td><td>£100.00</td></tr> <tr><td>Bridget Knight</td><td>Salary &amp; Reimbursement Expenses</td><td>£806.71</td></tr> <tr><td>HMRC Cumbernauld</td><td>NI/PAYE</td><td>£78.42</td></tr> <tr><td>Karen Groom</td><td>Reimbursement office mobile phone</td><td>£22.39</td></tr> <tr><td>Rikki Harrington</td><td>Reimbursement memory sticks</td><td>£49.80</td></tr> <tr><td>Eon</td><td>Electricity April</td><td>£128.55</td></tr> <tr><td>Ivinghoe Old School</td><td>Room Hire 3 April</td><td>£16.00</td></tr> <tr><td>Ivinghoe Old School</td><td>Room Hire 1 May</td><td>£16.00</td></tr> <tr><td>BALC</td><td>Subs 2018 -1 9</td><td>£139.34</td></tr> <tr><td>Eon</td><td>Electricity March Statement</td><td>£116.11</td></tr> <tr><td>Bucks County Council</td><td>Share Town Hall Water</td><td>£173.21</td></tr> <tr><td>Bridget Knight</td><td>Allowance &amp; Expenses</td><td>£30.09</td></tr> <tr><td>Bucks CC Pension</td><td>Clerks Pension</td><td>£211.27</td></tr> <tr><td>Bucks CC</td><td>Town Hall Rent</td><td>£600.00</td></tr> <tr><td>Society of Local Council Clerks</td><td>Subs 2018 -1 9 (1/2 to be charged to Mentmore PC)</td><td>£197.00</td></tr> <tr><td>Trevor Beeches</td><td>Internal Audit Fee</td><td>£75.00</td></tr> <tr><td>Lonsdale</td><td>Beacon Magazine Printing</td><td>£388.15</td></tr> <tr><td>Laila Palfrey</td><td>Beacon Artwork May edition</td><td>£250.00</td></tr> </tbody> </table> <p><b>30.4.18</b></p> <table border="1"> <tr> <td><b>Income:</b></td> <td></td> </tr> <tr> <td>Lawn Hire</td> <td>£120.00</td> </tr> <tr> <td>Beacon Adverts</td> <td>£90.00</td> </tr> </table>	Payee	Description	Total Paid	ScrewFix	Allotment Tap	£7.89	Currys	Mouse for office laptop	£16.99	Almar	Office Supplies	£34.98	Currys	Laptop & Mouse Speedwatch	£295.99	Michael Roach	Litter Collection - April 18	£100.00	Bridget Knight	Salary & Reimbursement Expenses	£806.71	HMRC Cumbernauld	NI/PAYE	£78.42	Karen Groom	Reimbursement office mobile phone	£22.39	Rikki Harrington	Reimbursement memory sticks	£49.80	Eon	Electricity April	£128.55	Ivinghoe Old School	Room Hire 3 April	£16.00	Ivinghoe Old School	Room Hire 1 May	£16.00	BALC	Subs 2018 -1 9	£139.34	Eon	Electricity March Statement	£116.11	Bucks County Council	Share Town Hall Water	£173.21	Bridget Knight	Allowance & Expenses	£30.09	Bucks CC Pension	Clerks Pension	£211.27	Bucks CC	Town Hall Rent	£600.00	Society of Local Council Clerks	Subs 2018 -1 9 (1/2 to be charged to Mentmore PC)	£197.00	Trevor Beeches	Internal Audit Fee	£75.00	Lonsdale	Beacon Magazine Printing	£388.15	Laila Palfrey	Beacon Artwork May edition	£250.00	<b>Income:</b>		Lawn Hire	£120.00	Beacon Adverts	£90.00	Clerk
Payee	Description	Total Paid																																																																												
ScrewFix	Allotment Tap	£7.89																																																																												
Currys	Mouse for office laptop	£16.99																																																																												
Almar	Office Supplies	£34.98																																																																												
Currys	Laptop & Mouse Speedwatch	£295.99																																																																												
Michael Roach	Litter Collection - April 18	£100.00																																																																												
Bridget Knight	Salary & Reimbursement Expenses	£806.71																																																																												
HMRC Cumbernauld	NI/PAYE	£78.42																																																																												
Karen Groom	Reimbursement office mobile phone	£22.39																																																																												
Rikki Harrington	Reimbursement memory sticks	£49.80																																																																												
Eon	Electricity April	£128.55																																																																												
Ivinghoe Old School	Room Hire 3 April	£16.00																																																																												
Ivinghoe Old School	Room Hire 1 May	£16.00																																																																												
BALC	Subs 2018 -1 9	£139.34																																																																												
Eon	Electricity March Statement	£116.11																																																																												
Bucks County Council	Share Town Hall Water	£173.21																																																																												
Bridget Knight	Allowance & Expenses	£30.09																																																																												
Bucks CC Pension	Clerks Pension	£211.27																																																																												
Bucks CC	Town Hall Rent	£600.00																																																																												
Society of Local Council Clerks	Subs 2018 -1 9 (1/2 to be charged to Mentmore PC)	£197.00																																																																												
Trevor Beeches	Internal Audit Fee	£75.00																																																																												
Lonsdale	Beacon Magazine Printing	£388.15																																																																												
Laila Palfrey	Beacon Artwork May edition	£250.00																																																																												
<b>Income:</b>																																																																														
Lawn Hire	£120.00																																																																													
Beacon Adverts	£90.00																																																																													

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

		Allotment Rent	£0.00		
		<b>Balances:</b>			
		Community Account	£6,304.50		
		Main Account	£89,999.63		
		Beacon Account	£65.11		
		Petty Cash	£0.00		
			£96,369.24		
C/130/18 Internal Audit	130.1	It was agreed to appoint Trevor Beeches as replacement internal auditor as the appointed internal auditor was unwell.			
C/131/18 Annual Governance Annual Review Section 1	131.1	AGAR Section 1 was approved and signed.			
C/132/18 Annual Governance Annual Review Section 2	132.1	AGAR Section 2 was approved and signed.			
C/133/18 Community Transport Scheme	133.1	Community Transport Scheme – this would need to include Ivinghoe Aston and Ringshall as well as Ivinghoe. The chairman will try to attend the meeting on the 10 <sup>th</sup> May and report at next meeting.			Clerk

Signed:

Date:

<b>Ivinghoe Parish Council</b>			6
C/134/18 GDPR	134.1	IPC Privacy/GDPR Statement was adopted by the Councillors PROPOSED by Councillor Dicker and SECONDED by Councillor Bexson.	Clerk
C/135/18 Date of Next Meetings	135.1	Annual meeting of Ivinghoe Parish Council and Annual Parish Meeting Wednesday 16 <sup>th</sup> May at 7.15pm Ivinghoe Town Hall.	Clerk
		Meeting closed at 9.00pm.	Clerk

Signed:	Date:
---------	-------