

COLESHILL PARISH COUNCIL

MINUTES

Of the Parish Council meeting held on Monday 20th July 2015, in the Cricket Pavilion, Tower Road, Coleshill

- Parish Councillors: Terence Prideaux (TPx) Chairman Carol Hallchurch (CH)
Elaine West (EW) Dave McGhee (DM)
Lynn Woodgate (LW) Mary Pollock (MP)
- Parish Clerk: Lynda Jackson (LJ)
- Members of Public: 3

1. **Apologies for Absence :** None

2. **Declaration of Interest:** DM informed the meeting that he intended to speak during the democratic period as a resident of Barrack Hill.

3. **Minutes of previous meetings:** It was moved by TPx and resolved unanimously that the minutes of the Council meeting held on Monday 15th June 2015 be signed as a true record of the meeting along with Appendix 1. Receipts and Payments.

8:03 pm Meeting Closed.

DEMOCRATIC PERIOD

Dave McGhee – regarding the Pennfest that occurred over the weekend. The noise was particularly excessive over Friday and Saturday. The high volume continued after the live acts had finished when there appeared to be a DJ type of music playing which was affecting the residents in Barrack Hill's sleep. DM explained that the volume was very different from last year, much louder. Mr McGhee explained that this situation was very stressful and affecting his health and right to peaceful enjoyment. Mr McGhee was very concerned about the growth of the event and asked that the Parish Council intervene or communicate through Chiltern DC regarding the changes and high volume at this year's festival and enquire whether CDC had changed the license given to the organisers and did they do checks through the weekend.

8.15 pm Meeting Re-opened.

4. **Chiltern District Council (CDC):** There was no communication from CDC for the meeting.

5. **Buckinghamshire County Council (BCC):** Tim Butcher sent his apologies, there was nothing he wished to communicate.

- LAF Project-funding application- The Council agreed to put in an application, before the end of August cut-off, for MVAS and Community Speed-watch equipment.
- Parish Bulletin-Solar Powered Bus shelters- Noted
- Parish Bulletin- Grass-cutting- Noted
- Traffic islands grass-cutting- TPx thanked the Clerk for identifying the areas that should be cut by Bucks CC and ensuring that the areas were now on the routine programme of works. EW advised the meeting that since the Tower Road triangle had been cut it appeared that the grit bin, that was

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usually sited there, was missing. LW believed the bin was actually in the hedge, it was agreed that a check would be made.

- White lines and roundel painting- Bucks CC have now issued a works order to have the white lines and roundels refreshed as reported by the Clerk. The work should be completed within 16 weeks.
- Public footpath C011 reported, by a resident through Julie Burton, as overgrown has been reported to Transport for Bucks for clearance.
- Gulley programme & repairs- The Council were pleased that the long awaited repairs and cleaning were programmed in for a September/October start by Bucks CC.
- Barrack Hill Triangle update- There has been no further updates on the completion of the triangle, it was agreed that the Clerk should contact Tim Butcher to ask for further updates.

6. Chairman's Report:

i) NALC – LTN 5 Parish & Community Council meetings revised June 15 - This previously circulated document was noted.

ii) NALC – LTN 73 Community Governance reviews – This previously circulated document was noted.

iii) Meeting with Ian Snudden-CDC – TPx advised that he attended a meeting with Ian Snudden at CDC to discuss the Penn Festival and the lack of inclusion offered to CPC. Ian Snudden informed TPx that the statutory requirement was that CDC only have to put notices around the site and also in the local newspaper. Both agreed that the legal requirements fell short of desirable publicity and, considering the amount of work put in by CPC, that it was more appropriate to contact CPC before the event had been agreed for their views as they were affected.

iv) Meeting with Julie Burton & Waste Collection Service – TPx informed the meeting that he had joined Cllr. Burton at CDC's offices to discuss her concerns raised at last month's meeting on recycling in the Village. CDC were surprised that the waste operatives were taking all waste whether it had been recycled or not as they are not instructed to do so. It was agreed that Cllr. Burton would write an article for the Village newsletter on the requirement to recycle and the applicable rules.

7. Clerks Report:

i) Parish Clerks Liaison meeting- LJ gave the meeting an overview of the meeting she had attended at CDC's offices.

ii) Chiltern Conservation Board ballot – LJ explained that CPC has one vote. It was suggested by TPx that details of the candidates be sent to the Common committee for them to recommend a candidate on the Council's behalf. This was agreed unanimously.

iii) Community Impact Bucks Big Impact Day Tuesday 29th September- LJ informed the meeting that tickets were now available for this event, chargeable, if anyone would like to attend.

8. The Village:

- **Village Day** – Council agreed that the day had been very successful and thanked Ian & Serena Hodgson for organising all the volunteers.
- **Grass-cutting walkabout & proposal** – DM explained that the Clerk, DM & EW walked the village areas that had been highlighted at the previous meeting as requiring a regular grass-cutting schedule. Bucks CC grass-cutters were actually cutting the 2 areas at the entrance to Hill Meadow and the traffic island at the time of the walkabout. Since the walkabout Bucks CC have confirmed that the 3 traffic islands and the entrance to Hill Meadow are now on their maps and will be part of their normal grass-cutting schedule. It was identified on the walkabout that the entrance hedge and path to the play area should be on the CPC grass-cutting schedule, the hedge on one side of the

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play area should be included and the play area grass. The Pond area is being cut by Richard Valentine and after a discussion with TPx is happy to continue. Bucks CC have also confirmed that they will cut a 2ft sight line twice a year around the Common as part of their rural grass-cutting responsibilities. It was agreed that the only area that CPC would now be responsible for was the Play area. Two quotes had already been received.

Following discussion about keeping the village looking tidy, and concern expressed as to whether BCC would take care of the areas for which it has taken responsibility, council authorised TPx to spend up to £500 to cover general village tidying (including triangles/play area/cedar tree field and pond).

- **Barrack Hill Water Leak**- DM explained that again Affinity Water had been called out to investigate another leak. Holes were dug in the middle of the road, without road closure, using a barrier which meant vehicles passing were driving over and damaging the verge. Affinity Water returned on the third day of the leak with a 19 ton vehicle, filled the hole with hard-core and then tarmac and left without fixing the leak. Council agreed that this 2nd leak should be reported. It was also agreed that once all repairs had been completed a letter should be written to Bucks CC regarding the disregard for the verges that Affinity Water take, and a plan for the long term solution for the disruptive water leaks incurred.
- **Pond Water Levels** – TPx advised the meeting that there had been a number of comments from residents regarding the current water level of the Pond. TPx had been in touch with Graham Thorne who's response had been that topping up the water was actually a bad idea as it introduces unethical chemicals into the Pond. Graham has sought advice from the Environment Agency and is awaiting a response. Graham has also been advised to contact Maidenhead Aquatics who will take and re-home fish. The Freshwater Trust suggest using holding tanks. Graham advised that any fish removed from the Pond would need to be quarantined and have a health-check. The Council decided, that at present, it would 'let Nature take its course'. CH also suggested that residents may like to take the fish. Graham Thorne agreed to keep the Council updated on any outcomes.
- **Common Committee**- TPx explained that he had recently met with Chris Wege to discuss the duplication of insurance for the Common. After checking the CPC insurance documents it was agreed that the Common is actually covered by the CPC public liability insurance providing a full risk assessment is in place, PPE is provided and used, that power tools are only used by those that have been trained and have a signed current certificate to cover that training. Graham Thorne had asked if training would be funded by CPC.

9. Calendar of Events:

- Jack Adams Field hedge-cutting** – It was agreed to carry this item forward to the next meeting.
- Clerks review** – CH advised this would take place on 21st July.
- Monthly Play inspection return** – The July routine play inspections had been completed, LW advised that the rope connectors were all loose. TPx agreed to go and check and report back if any work was required. LW stressed that this needed to be done before the August annual play inspection.
- Display audited accounts for 14 days once External Auditors return them** – It was agreed to carry this item forward to the next meeting at they had not been received yet.
- Budget progress discussion** – see finance section 10 ii)

10. Finance:

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i) Bank balances and reconciliation as at 26th June 2015– EW asked the meeting if there were any questions relating to the information that had been circulated prior to the meeting. Council were satisfied with the information provided. (See Appendix 1.)

ii) Income & Expenditure against Budget– EW referred to the documents circulated prior to the meeting including a note and detailed financial schedules relating to the Income and Expenditure account 30.6.15 and a detailed comparison to budget. EW summarised the income and expenditure against budget for the first quarter of the year. Income is running slightly lower than expected in the budget (£29) due to Vat receipts being less than budget. EW explained that the expenditure of the Council is not evenly spread throughout the year and it is too early to say whether some costs are incorrectly budgeted.

1. Clerks Salary: This is running £300 above budget as a result of hours worked in excess of expectation (Budget 78 hours. Actual 105.75 hours).
2. Clerks Expenses: For consistency with last year, telephone costs are included in this category. SLCC fees paid on behalf of the Clerk (£82) not budgeted. Otherwise running to budget.
3. Dog Bin emptying: Actual expenditure greater than budget by £278.29. Council agreed to keep all bins, the budget assumed that one would be removed.
4. Unbudgeted costs for present for Dick Ware (£39.99)
5. The following costs were budgeted but will not now become an expense: Crowning the willows by the pond (£1,188), Best Kept Village Entry (£65)
6. If a decision is made to undertake additional grass cutting in the place of volunteers, this has not been budgeted

EW went on to explain that there is some committed expenditure not included in the June expenditures. This can be seen on the July Receipts and Payments schedule. (Total £3,048.95).

11. Items for Payment - The following payments for July were approved for payment:

No:	Description	Payee	Power	(£)
19	Clerk's wages June(+ Alws)	L Jackson	LGA 1972 S112	£339.63
20	PAYE June	HMRC	LGA 1972 S112	£79.80
21	Expenses – E Top-Up	L Jackson	LGA 1972 S111	£10.00
22	Payroll Services	HASE	LGA 1972 S111	£58.00
23	Play Area Inspection	Play Inspection Company	LGA (misc. Prov) 1976 S19	£75.00
	Total			£562.43

12. Planning

Planning applications for consideration:

Ref.No: CH/2015/1054/FA Claymore, Village Road, Colehill Buckinghamshire HP7 0LQ- Creation of new vehicular access with associated hardstanding. - No Objection

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CDC Decisions and updates – CH reported that the appeal for Thatch Cottage had been dismissed.

13. Meetings – None

14. Councillors` Reports -

Open Spaces – TPx suggested that all the footpaths within the Parish should be walked twice a year by Councillors and any issues reported to the Chiltern Society via.Highways website. MP agreed to set up a schedule and circulate to Councillors.

Website - DM reported that Derek had still not had any response from CDC Planning regarding the IT problem corrupting planning consultation attachments. It was agreed the Clerk would write to Cllr. Julie Burton asking her to get involved. DM also reported that the Village Hall would like to move their website onto the Council server. This was agreed.

Cricket Club- MP reported that a meeting had been held last weekend and Henry Amar had advised that the Club were applying for funding for next year.

Tennis Club - CH reported that the Tennis Club AGM had taken place and the Club was doing very well.

Village Hall – TPx reported that the Village Hall had a healthy bank balance of £76k, a request was made by the Village Hall committee for volunteers for the following week to help unload the delivery vehicle of replacement cloakroom units. Councillors were concerned that arrangements had not been made for the supplier to deliver the goods into the Hall, as the correct equipment used for receiving heavy goods should be used to ensure there are no injuries.

School - LW reported that the school has a full complement for September.

Play Area - Nothing to report.

Newsletter - Nothing to report

- 09:55 pm Meeting Closed.

- Signed Date