

COLESHILL PARISH COUNCIL

MINUTES

of meeting held on Monday 18th November 2013, in the Village Hall

Present

Parish Councillors:	Terence Prideaux (TPx) (Chairman)	Dick Ware (DW)
	Carol Hallchurch (CH)	Lynn Woodgate (LW)
	Dave McGhee (DM)	
District Councillor:	Graham Harris	
Parish Clerk:	Linda Collison (LC) (Clerk)	
Members of Public:	6	

Open Forum

A member of the public raised concern regarding the condition of the passing places on the road between Coleshill and Winchmore Hill.

1. Apologies for Absence

Apologies were received prior to the meeting from Councillor West.

2. Minutes of previous meetings

It was MOVED by TPx and RESOLVED unanimously that the minutes of the Full Council meeting held on Monday 21st October 2013 be signed as a true record of the meeting, with one amendment on page 6. The phrase 'would commence on 1st January 2014' should be changed to 'would commence *early in the new year*'.

3. County Councillor's Report None.

4. District Councillor's Report

District Council Tax: Councillor Harris reported that it is unlikely that the District Council Tax will rise in 2014/15. This is partly due to the roll out of the green bins being more successful than expected (resulting in higher income) and also due to the financial benefits of merging certain functions with South Bucks District Council.

Delivery Development Plan Document (DDPD): Councillor Harris explained that Chiltern District Council (CDC) is now considering representations received from the DDPD Public Participation and the DDPD Gypsy, Travellers and Travelling Showpeoples Site Options Public Participation, with a view to producing a Pre-Submission Consultation DDPD in early 2014.

Councillor Harris added that CDC have been asked to provide a total of 16 travellers (Showpeople) pitches and 9 gypsy sites in the district. If sufficient pitches and sites are made available, travellers and gypsies can be asked to move if they park elsewhere in the district.

The gypsy site on ~~New Road~~ *Waggoners Bit, Whielden Lane*¹ has temporary planning permission and its future depends on whether sufficient alternative sites can be found in the district.

CDC are looking at the possibility of developing a gypsy and travellers site at 'The Orchards', Chalfont St Peter which could satisfy the entire district requirements – but has potential landfill gas problems.

5. Correspondence: None

¹ New Road corrected to *Waggoners Bit, Whielden Lane* at the Council meeting on Monday December 16th 2013.

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6. Chairman's remarks

2013-14: TPx explained that although CPC had a healthy bank balance of £12,524, a balance of at least £4,000, being half the annual precept was needed at the end of the financial year (31st March 2014) and therefore that maximum available for spend in the current year was £8,500. He asked members to bear this in mind when approving items of spend.

Donations: It had been established that Dial-a- Ride had no clients in Coleshill but that consideration of a donation would form part of the 2014-15 budget deliberations.

Frequency of meetings: Members discussed whether the Council should continue to meet monthly or move to meeting once every two months. It was agreed to discuss further at next month's meeting.

It was noted that the 2014 meeting dates needed to be agreed. Action TPx/LC – for approval at next month's meeting.

7:45pm Public Forum: TPx reminded members that the 7:45pm public forum will start formally at the next meeting.

7. Finance

The **2013-14 accounts** as that at 31st October 2013 were presented:

- Bank Balance was £12,524.18
- Spend Apr-Oct was £4,398.69
- Receipts Apr-Oct was £8,400.77 (£8,000 = precept)
- It was noted that the 3 grit bins needed to be added to the **Fixed Asset Register**. LC/TPx to liaise with Councillor West and the register to be re-presented at the next Council meeting.
- It was proposed by TPx and agreed unanimously to adopt **Financial Regulations** subject to section 6.5 being amended to include the ability for all members to claim expenses, subject to CDC guidelines and 'other than the RFO.' Being added as the final words of section 5.3. Action LC to amend and re-issue.
- It was proposed by CH, seconded by DM and agreed unanimously to adopt the **Risk Assessment Document** subject to the impact for item 18 being changed to 'major' and the typing errors corrected. Action LC to revise and re-issue.
- It was proposed by DW, seconded by DM and agreed unanimously that based on the Clerk's previous experience and current position in another Parish, the **Clerks Salary Pay Scale** should be NJC salary point LC1 point 25.

8. Approval of items for payment

The following payments were approved for payment:

Description	Payee	Power	(£)
Hedge Cutting	D Hall	OSA 1906 S14	£156.00
Clearing broken bough from pond & remove split branch	Amersham Town Council	Commons Act 1899, Pt1 s 5	£423.30 + VAT
Play Area Bark	Amersham Town Council	LG (Misc. Provisions) Act 1976	£620.08 +VAT
Clearing Iris etc. from pond (ref October Minutes)	Hawes of High Wycombe,	Commons Act 1899, Pt1 s 5	£340.00

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9. Planning

DW and CH reported on four new planning applications:

- **CH/2013/1491/FA Wallers Oak, Village Road.** Erection of attached carport (part retrospective). It was agreed that CPC had no objections to this planning application.
- **CH/2013/1654/FA Moorey, Village Road.** Erection of detached outbuilding with roof space. Concern was raised regarding the size of the proposed garage, the height of the roof and it being a three car garage, rather than two.
It was agreed that CH should draft a response on behalf of CPC.

TPx declared a pecuniary interest in the next item and left the room.

- **CH/2013/1752/FA Longfield, Village Road.** Replacement detached workshop building.
It was agreed that CPC had no objections to this planning application.

TPx returned to the room.

- **CH/2013/1589/FA Oak Tree Cottage, Tower Road.** Replacement dwelling. Amendment to CH/2013/0838/FA. Includes permission to utilise part of the area under the terrace along with the “box” foundation to form a basement.

CH reported that this retrospective planning application follows concerns raised by the Council that a basement was being built without planning permission, significantly enlarging the size of the new house and creating a solid 3 storey façade on one side of the property which is clearly visible to any walker on the public footpath (ref CO1). CH added that view of the new building from the footpath was over bearing and intrusive on the landscape.

CH explained that the applicant was also seeking permission to partially infill a pit on the site with soil from the construction process – but raised concern that this has already occurred with the soil being deposited in a ‘dell’, not a pit.

It was agreed that DW should draft a response on behalf of CPC.

District Councillor Harris stated that he would call this application to Committee and also arrange a meeting between CH, DW and the CDC enforcement team.

DW advised that there were two more applications for Coleshill but the details have yet to be released:

- **CH/2013/1835 Dewpond.** Redevelopment of site to provide 2 detached dwellings with detached garages and associated hard standing
- **CH/2013/1857 Cherry Tree Farm.** Erection of a replacement dwelling, detached garage and laying of hard standing

Tree Preservation Orders (TPO) in the village – It was noted that a TPO for two trees at Chalk Pit House had been requested by the Council.

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10. The Village

- **Common and Pond.** TPx reported that the Commons Management Report had been issued. Chris Wege confirmed that a management report on the pond will follow shortly. It was agreed that when the Pond Management Report was issued, hard copies of both reports should be produced. To be discussed further at the January 2014 meeting, and to be considered in the budget for 2014-15.
- **The Triangle.** TPx reported that he had received a reply from County Councillor Butcher on 5th November 2013 that he had not heard from technician David Griffiths. TPx added that he would ask Councillor Butcher for an update regarding the Triangle and also for advice regarding the removal of two poles coming out of the sides of the road – one near the Triangle and one on Magpie Lane.
- **Village Email Service.** LC confirmed that she had taken over the village email service. CH advised that one member of the public had raised concern that the emails were all “sent at once”. Another member of the public requested that details relating to planning should be issued as part of the village email service. It was agreed that planning details, meeting agendas and meeting minutes should be issued on the email service.
- **The War Memorial.** LC presented details of three quotes received for cleaning the memorial. As all quotes were in excess of £1,000, it was agreed to reconsider next month.
- **4G Freeview Fail:** DM reported that the 4G mobile service is interfering with some Freeview broadcasts forcing some homes close to the transmitters to install signal filters if they want to continue watching Freeview. This could affect some residents in Coleshill who may need to install the signal filters. It was agreed that residents should be made aware of the issue. Action DM/LC.

11. Meetings

Nothing to report.

12. Councillors' Reports

- **Open Spaces.** Nothing to report.
- **Website.** DM raised concern that there was no further progress for a back-up web master. (Action LC). TPx asked that the web pages are reviewed and out of date information removed. DM agreed to discuss with Derek Higgins, the web master. It was noted that the Clerk now managed the Parish Council pages on the website.
- **Play Area.** LW thanked Graham Thorne for clearing the fallen oak from the play area. It was proposed by LW and unanimously agreed that the play bark should be purchased from Amersham Town Council (from 4 separate quotes) for £640 including spreading the bark. Action LC. LW added that a new goal net had been purchased. It was agreed to defer the decision regarding play area equipment repairs - until Amersham Town Council had quoted for all repairs needed. LW asked what should be spent on new equipment to meet the needs of younger children. TPx requested that the needs be determined and a decision can then be made.

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LC to investigate play area signs similar to the black and bronze ones in Amersham Old Town.

- **Cricket Club.** TPx reported that the new season in the higher league was one of stabilization and that he had not yet received a report from the cricket club detailing their (2014-15) funding requirements. The cricket club chairman, Henry Amar, will probably present a report to the Council December meeting to cover areas of possible cooperation.
- **Tennis.** TPx reported that the Tennis Club was doing very well with 108 members and £19,000 in the bank.
- **Village Hall.** DW reported that the legal liability issues have been resolved and the School playground could now be hired for car parking at £5 per hour.
- **School.** LW reported that the Christmas Fare had been successful and a “Donkeys for Sale” event will be held on Tuesday 10th December 2013 at 11am. LW added that the week commencing 18th November is ‘Safety Week’ with ‘Driver Dave’ visiting the school.
- **Newsletter.** Deadline for the next issue is 29th November 2013, with issue being 2 weeks later.

It was agreed that TPx would test the Christmas lights.

10:06 pm Meeting Closed.

DEMOCRATIC PERIOD

- TPx confirmed that the democratic period at the end of the meeting will remain – the public forum at the beginning of the meeting is in addition – allowing people to ask a question or make a statement – and leave if they want to.
- It was noted that the location of the minutes on the web should be made clearer.
- It was suggested that a grant should be investigated for cleaning the memorial.
- A member of the public suggested pursuit of Lottery funding for the Play Area.

10:20pm Closed.

Signed

Date