

COLESHILL PARISH COUNCIL

MINUTES

**Of the Annual Parish Council meeting held on Monday 16th May 2022 at 7.00 pm,
held at the Village Hall, Barrack Hill, Coleshill**

Parish Councillors: Tony Treacy (AT) Chair

Nigel Suttie (NS)

Linda Daly (LD)

Parish Clerk: Lynda Jackson (LJ)

County Councillors: nil

Members of Public: 3

Jonathan Herbert (JH)

Andrew Davis (AD)

Louise Templeton (LT)

- 1. Election of Chairman:** It was proposed by JH and seconded by AD and agreed unanimously that Councillor Treacy is elected as Chair for Coleshill Parish Council. AT accepted the position and signed the Acceptance of Office.
- 2. Apologies for Absence:** Cllrs. Jackson, Rowse & Butcher (Bucks C) , Neil Cadman (CPC)
- 3. Minutes of previous meetings:** It was moved by AT and **resolved** that the minutes of the Parish Council meeting held on Monday 11th April 2022 be signed as a true record of the meeting.
- 4. Declaration of Interest:** None
- 5. Appointments of Members to Specific Responsibilities:** It was **resolved** that the following nominations be confirmed:

Organisation/Responsibility	Councillor
GDPR & HR	Cllr. Tony Treacy
Parish Liaison Meetings & Green issues Forum	Cllr. Linda Daly
Common Committee Liaison	Cllr. Nigel Suttie
Planning	Cllr. Neil Cadman Cllr. Linda Daly (co-ordinator)
Open Spaces Inc. PROW	Cllr. Louise Templeton
Village School	Cllr. Tony Treacy
Cricket Club	Cllr. Neil Cadman
Village Hall	Cllr. Tony Treacy
Tennis Club	Cllr. Tony Treacy
Play Areas & Fitness gym	Cllr. Louise Templeton
Newsletter	Cllr. Andrew Davis
Highways & Transport	Cllr. Jon Herbert

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Finance	Cllr. Tony Treacy
Village & PC website	Cllr. Tony Treacy
Village security	Cllr. Neil Cadman

6. Matters arising: School response to recycling query – A reply had been received from the school as to why the recycling bins are no longer available to residents. It was agreed that LJ should inform Jan Atkinson who first raised the query.

Meeting Closed: 19:05

DEMOCRATIC PERIOD-

- Mr Len Tridgell regarding Amersham United Charities. Mr Tridgell had taken time to speak to the new trustee Peter Clackett to give him a history of the charities activities.
 - Mr Len Tridgell regarding the Platinum Jubilee beacon/bonfire. Mr Tridgell asked if the Council knew of anyone who would be willing to lend a trailer/van/truck to transfer combustible material from his property to the bonfire site.
 - Mr Len Tridgell regarding the Land at Magpie Lane. Mr Tridgell reported that the appeal had been dismissed. The inspector had been clear about not changing the appearance of the land/hill. Mr Tridgell advised the decision does help to consolidate protection of land around the village.
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Meeting re-opened: 19:15

7. Clerk's Report: - Nothing to report

8. Report from Planning, BC updates:

i) Ref. No: PL/22/1044/HB | Flat 1 Coleshill House, Tower Rd, Coleshill

NO OBJECTION

Ref. No: PL/22/1033/FA | Flat 1 Coleshill House, Tower Rd, Coleshill

NO OBJECTION

ii) Buckinghamshire Council updates – No Councillors in attendance

iii) Transport report & Freedom of Information response – JH had circulated his report. It was **agreed** that Martin Tett, Steve Broadbent & Sarah Green MP should be written to regarding Transport for Bucks reluctance to support speed reduction in towns and parishes.

JH also reported on the results of a meeting with UKPN after poor reinstatement work by their sub-contractor Ipsom. Geoff Robertson from UKPN has **agreed** to reinstate and reseed correctly the areas in question. UKPN will also schedule in work to hide the cable signage that is exposed after drainage works some years ago.

iv) Buckinghamshire Council New Gambling policy- Noted

v) Amersham Community Board applications for consideration – It was **agreed** unanimously that CPC would support the application for a £600 grant for Whizz Fizz Fest tour.

9. Report from Open Spaces: LT & NS had provided reports that were circulated to Councillors prior to the meeting.

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i) **Monthly Play inspections** –LT had completed inspections at both sites. LT advised that work was required to replace broken slats to the play area fence at the Jack Adams Field. AT agreed to complete the work if AD could let him have the spare slats.

ii) **CMC report** – Noted

iii) **CMC project plan for 2021-22** –It was **agreed** that the Common Management committee should annotate the plan with what work had been completed and provide for the next meeting along with the Project plan for 2022. It was **agreed** that LJ should investigate volunteer work party risk assessments.

10. Finance: The RFO had provided a report which was circulated to Councillors prior to the meeting.

i) **Cashbook, Bank balances and reconciliation as at 28.04.22**– the previously circulated documents were **approved**.

ii) **Annual insurance quotes**– LJ advised the meeting about the delays in Gallagher sending renewal quotes. The insurance is due for renewal on 1st June. The underwriters are asking many questions about the Pond, what risk assessments are in place, whether there is safety signage etc. LJ had previously obtained a comparison quote from BHIB which Council **approved** unanimously with a 3yr contract.

iii) **Internal Audit report 2021-22** - The report had been circulated prior to the meeting and once again the Council had been given a clean audit. The report summarises *an internal audit has been undertaken to review the effectiveness of the Parish Council. I am satisfied that: - The safe and efficient arrangements to safeguard public money are in place.*

iv) **Annual Return year ending 31.3.22 Certificate of Exemption** - The previously circulated statement was **agreed** and **approved** unanimously.

v) **Annual Return year ending 31.3.22 Section 1 Annual Governance Statement** - The previously circulated statement was **agreed** and **approved** unanimously.

vi) **Annual Return year ending 31.3.22 Section 2 Accounting Statements** - The previously circulated statement was **agreed** and **approved** unanimously.

vii) **Annual Return year ending 31.3.22 Explanation of significant differences** - The previously circulated document was **agreed** and **approved** unanimously.

viii) **Review of Standing Orders, Code of Conduct, Information policy, Grievance Procedure, Policy for dealing with the press, Complaints Handling Procedure** – Councillors had completed a review of all the policies listed it was **agreed** there were no changes required.

ix) **Review of Financial Regulations** – Councillors had completed a review of all the policies listed it was **agreed** there were no changes required.

x) **Fixed Asset register annual check** – JH had completed the annual check of the Fixed Asset register. All were in order other than the missing Coleshill please drive safely sign on New Road which had been reported. JH asked that the description of the multi-play at Hill Meadow be changed to Play Slide as it was no longer a multi-play unit. This was **agreed**.

11. Items for payment:

The payments CB22-04-through to CB21-18 for May totalling £3368.01 (Inc. VAT) were **approved**.

PAYMENT OF ACCOUNTS FOR MAY 2022

CB No.	NAME	ITEM	TOTAL	VAT	NET
CB22-04	Gates Hut Ltd	picnic bench for Common	497.94	82.99	414.95
CB22-05	Signs of Cheshire Ltd	replacement noticeboard	1023.90	170.65	853.25
CB22-08	L Jackson	May pay	410.46	0.00	410.46

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CB22-09	L Jackson	phone top up, website sub + domain fee	41.31	5.22	36.09
CB22-10	FSC publications	Explorer day publications	120.50	0.00	120.50
CB22-11	BALC	annual subs	94.40	0.00	94.40
CB22-12	Amersham business svces	cartridges & paper	38.74	6.46	32.28
Cb22-14	R Amarasinghe	march grass cut & 2021 jet wash	255.00	0.00	255.00
CB22-15	Fiona Lippman	annual internal audit	95.00	0.00	95.00
CB22-17	BHIB	annual insurance	590.77	0.00	590.77
CB22-18	Mywheeliebin	30mph stickers	199.99	33.33	166.66
	TOTAL		3368.01	298.65	3069.36

12. Councillors reports for areas of responsibility:

Meeting with Lizzie Wright re.allotments & surplus veg – LD gave an overview to the meeting of a project being run by the Amersham Community Hub.

Village Hall AGM- AT had circulated a summary of the AGM prior to the meeting.

Amersham Community Board 26.4.22 – JH had circulated a summary of the meeting to all Councillors prior to the meeting.

JH also brought up the gate entrance on New Road created by the owners of Waggoners Bits. The landowners have now dug out the verge. It was **agreed** that once photos are received the matter should be referred to planning enforcement.

12. Next Meeting date: Monday 20th June 2022 7.00 pm at Coleshill Village Hall

19:59pm.Meeting Closed.

Signed Date