

COLESHILL PARISH COUNCIL

MINUTES

Of the Parish Council meeting held on Monday 17th September 2018 at 7.45 pm, in the Village Hall, Barrack Hill, Coleshill

Parish Councillors:	Terence Prideaux (TPx) Chairman, Lynn Woodgate (LW)	Jonathan Herbert (JH)	Carol Hallchurch (CH)
Parish Clerk:	Lynda Jackson (LJ)		
District Councillor:	Julie Burton (JB)	Jonathan Waters (CDC)	
Bucks CC:	0		
Members of Public:	1		

- 1. Apologies for Absence :** Cllrs Craig Saunders, Mary Pollock & Tim Butcher (BCC)
- 2. Minutes of previous meetings:** It was moved by TPX and **resolved** that the minutes of the Parish Council meeting held on Monday 16th July 2018 be signed as a true record of the meeting.
- 3. Declaration of Interest:** None
- 4. Councillor Vacancy:** 1
- 5. Matters Arising:**
 - i) Jack Adams Field Deed of Gift-** TPx explained that the original document has been misplaced during a house move. In completing the documentation for registering the land forms have been completed to explain the loss and a copy of the original will be sent as part of the application process.¹
 - ii) Christmas lights annual check-** TPx confirmed he will check the lights will be working correctly by the end of this current week to ensure there are no problems before the festive season.

Meeting Closed: 7.48 pm

DEMOCRATIC PERIOD-

- Cllr Burton regarding an update on the sheds that received planning permission at Crosspath Cottages on Magpie Lane. JH advised the meeting that since the sheds have been installed the residents are now parking off road which is better than was expected. JB was concerned that not enough space had been left for planting the hedge as a screen. Councillors also raised concern at the colour of the shed and asked the Clerk to write to Ms Cowling requesting that roadside they are painted green to blend in with the rural environment.
- Cllr Waters advised he is now on the Planning Committee for CDC.
- Cllr Waters regarding the consultation into recycling centres in the County. JW informed the meeting that if BCC & the District Councils amalgamated their waste & fly-tipping services this would avoid duplication, save money which could then be used to keep all sites open.
- Carol Hallchurch regarding a concern from a resident about the water level at the pond that could be affecting the ducks.

Meeting re-opened: 8.06 pm

6. Clerk's Report:

¹ Since the meeting the Deeds have been returned to TPx from Cllr. Craig Saunders

COLESHILL PARISH COUNCIL

MINUTES

Of the Parish Council meeting held on Monday 17th September 2018 at 7.45 pm, in the Village Hall, Barrack Hill, Coleshill

- i) The Clerk gave an overview of the CDC meeting of Clerks she had attended on 11.9.18 which included the protocols for Operation London Bridge.
- ii) Over the summer break the documents stored in the Village Hall have been reviewed and where appropriate shredded for compliance to GDPR retention of documents.

7. Report from Planning:

Planning Applications for consideration:

- i) Ref. No: PL/2018/2213/FA | Brentford Grange, Amersham Road Coleshill **NO OBJECTION**
- Ref. No: PL/2018/2417/FA | Bodgers, Village Road, Coleshill **NO OBJECTION**
- Ref. No: PL/2018/2598/EU | 1 Hoskins Cottage, Magpie Lane Coleshill **NO OBJECTION**
- Ref. No: PL/2018/2622/VRC | Bowers Croft, Magpie Lane, Coleshill **NO OBJECTION**

ii) **Infrastructure Priority List**- It was **agreed** that the current Priority List held by Andrew McDougall should be included with Hill Meadow drop kerbs.

iii) **Hertfordshire House tree work enforcement**- The Clerk had been informed by Keith Musgrave at CDC that he had visited Hertfordshire House to look at the work taking place and felt that in his opinion it was sound tree maintenance and no action was required on his part.

iv) **Road Safety Fund update**- TPx advised that County will inform parishes when decisions have been made as to what the fund will be spent on.

v) **Dogs barking update**- Details of how to report anti-social dog barking had been sent to the complainant. The Clerk was asked to contact the resident who complained to find out whether it was still an issue and how frequent. Council, once a reply had been received, would then consider if further action was necessary.

vi) **Brick Wick footpath drainage update**- TFB have confirmed that the ditch had been cleared and the gully machine had been ordered to clear out the blocked pipes.

vii) **Power cuts email**- Council had received an email asking for help for dealing with the numerous power cuts on Tower Road. It was **agreed** that individual Councillors would keep a record of the dates and duration of the power cuts so that they can be collated at the beginning of December and if necessary escalated to UK Power Networks. The resident who raised the issue should also be requested to keep a record.

viii) **CH/2018/0573/FA- Rabbit Farm update**- An email had been received from CDC advising that more information had been requested from the applicant and an outside agency. If, once received, it is decided to approve the application it will be sent to Committee and CPC can register to speak to give their views.

ix) **HS2 Security email**- The previously circulated document was noted. It was **agreed** that it should be put onto the website.

8. Report from Open Spaces:

i) **Monthly Play inspection return** – The August & September routine play inspections had been completed. LW reported that there were no major concerns.

ii) **Play Area Annual inspection**- LW had reviewed the full report from the Play Inspection Company and was pleased to confirm that there were no serious problems reported. There were some small tasks such as sanding down splinters and tightening of screws required. It was **agreed** that JH & LW would meet at the play area to check and address these problems.

iii) **Pennfest Complaint**- The previously circulated email and response from CDC were discussed, no other complaints had been received by Councillors and therefore it was **agreed** that no further action was required by CPC.

COLESHILL PARISH COUNCIL

MINUTES

Of the Parish Council meeting held on Monday 17th September 2018 at 7.45 pm, in the Village Hall, Barrack Hill, Coleshill

iv) Trailer update- TPx advised the meeting that he visited a supplier in Winchmore Hill and was waiting for a response from him as to when a second hand trailer becomes available and what the cost will be.

v) Jack Adams Field Project- Security quote-The 2 quotes for security equipment, previously circulated, were discussed. JH advised that unless a very sensitive and costly piece of equipment was purchased it was unlikely to pick things up when it is dark. TPx informed the meeting that a local resident had caught a traveller trying to cut through the bolts to the gate. Jack Haubner had volunteered to make and with help install a height restriction barrier at the entrance to the Jack Adams Field. The only payment he would require was for materials. Council agreed that this was a very generous offer and should be pursued ensuring that the correct height was sufficient for a high 4x4 to get under for contractors to enter the site. Council had also received a quote for a barrier but would wait for a response from Jack Haubner first.

- **Gate & Fencing quote** – Council **agreed** the quote for changing the access to the Jack Adams Field. The Clerk was asked to contact Ridgeway Woodlands to quote for pallisade fencing around the children`s activity trail.

- **Sovereign meeting 3.9.18-** TPx updated Council on the meeting he had attended with Sovereign Play, local residents and a representative of the Cricket Club.

- **HS2 profile of expenditure deadline-** TPx advised that HS2 had asked for dates when payments were expected to be made. The Clerk will return by the deadline based on the information received from Sovereign.

vi) TFB meeting 29.8.18- TPx updated the Councillors on the meeting held with Mike Raven from TFB regarding the request for dropped kerbs at Hill Meadow. TFB only license dropped kerbs. If CPC want to install dropped kerbs they would need to fund, or the owner, and identify an approved contractor and then submit an application. The white line application for the entrance to Hill Meadow had missed the cut-off so has been scheduled into the next round of line painting works.

vii) Plaque request- It was **agreed** that the Clerk should remind the applicant of the style, font style and size of the plaques that CPC have adopted for the Pond area.

9. Finance:

i) Cashbook, Bank balances and reconciliation as at 31.07.18 & 31.08.18- the previously circulated documents were signed and **agreed**.

ii) Budget 2019/20- The first draft of next years` budget had been circulated to Councillors. Monies had been included for the extra maintenance at the Jack Adams Field once the Activity Trail is in use. It was agreed that TPx would speak to Chris & Graham from the Common management committee about works required at the pond and what tree maintenance was required to ensure funds were available. It was suggested that BT be contacted to arrange for the blackthorns that are over the telephone lines be cut.

iii) Internal Audit 2018/19 Letter of Engagement- It was **agreed** unanimously that Arrow Accounting be engaged to conduct an Internal Audit into the Councils accounts for 2018-19.

10. Items for payment:

The payments CB18-37 through to CB18-55 for September totalling £2601.66 (Inc. VAT) were **approved**.

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PAYMENT OF ACCOUNTS FOR SEPTEMBER 2018

CB No.	NAME	ITEM	TOTAL	VAT	NET
CB18-37	L Jackson	July wages	389.59	0.00	389.59
CB18-38	L Jackson	Parish phone top-up, 1&1 monthly fee	21.99	2.00	19.99
CB18-39	F S Francis	JAF extra grass-cut	180.00	0.00	180.00
CB18-40	Amersham Business Svces	stationery & newsletter printing	210.02	35.00	175.02
CB18-43	C Wege	cancelled cheque	-42.00	0.00	-42.00
CB18-44	C Wege	replacement cheque	42.00	0.00	42.00
CB18-45	L Jackson	August wages	311.31	0.00	311.31
CB18-46	HMRC	Quarterly tax & NI	241.40	0.00	241.40
CB18-47	L Jackson	Parish phone top-up, 1&1 monthly fee-September	21.99	2.00	19.99
CB18-48	Ladywell Accountancy Svces	Annual Payroll fee	75.00	0.00	75.00
CB18-49	Michael Connolley	Annual Mushroom tree cut	70.00	0.00	70.00
CB18-50	R Amarasinghe	July/August grass-cutting + play area hedge cutting	255.00	0.00	255.00
CB18-51	Amersham Business Svces	stationery, printing & shredding	46.87	7.81	39.06
CB18-52	Amersham Business Svces	printer cartridges	38.09	6.35	31.74
CB18-53	Amersham Town Council	Play area repair	494.40	82.40	412.00
CB18-54	D Hall	JAF hedge cutting	168.00	28.00	140.00
CB18-55	Play Inspection Co Ltd	Annual play inspection	78.00	13.00	65.00
	TOTAL		2601.66	176.56	2425.10

11. Councillors reports for areas of responsibility:

LAF Meeting 8.8.18- TPx gave an update of the meeting he had attended.

Tennis Club panto- CH advised that the annual Pantomime will be held on 24.11.18

Harvest Supper- TPx advised that the annual Harvest Supper will be held on 19.10.18

COLESHILL PARISH COUNCIL

MINUTES

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12. Next Meeting date: Monday 15th October 2018 7.45 pm. at Coleshill Village Hall.

21:35pm.Meeting Closed.



Signed Date