

COLESHILL PARISH COUNCIL

MINUTES

of the meeting held on Monday 15th December 2014, in the Village Hall, Coleshill

Present

Parish Councillors: Terence Prideaux (TPx) Chairman Mary Pollock (MP)
Carol Hallchurch (CH) Elaine West (EW)
Dave McGhee (DM) Lynn Woodgate (LW)

Parish Clerk: Linda Collison (LC)

Members of Public: 2

Open Forum/Meeting: None

1. Apologies for Absence :

Apologies were received prior to the meeting from Parish Councillor Ware.

2. Declaration of Interest: None.

3. Minutes of previous meetings:

It was moved by TPx and resolved unanimously that the minutes of the Council meeting held on Monday 17th November 2014 be signed as a true record of the meeting.

4. Chiltern District Council (CDC): None.

5. Buckinghamshire County Council (BCC): None.

6. Chairman's Report

• CDC Local Priorities budget - Transportation schemes

TPx reported that he had submitted a claim for funding from the 2015/16 Transportation schemes through the Local Priorities budget to assist in the funding of various measure to reduce the speed of traffic through the village and to limit the damage caused by the traffic, ie to the verges. These included a speed monitoring system, wooden stake bollards for the verges and possibly road narrowing.

Members were asked to identify the main areas for the bollards to be located and to provide TPx before 19th December 2014 with any specific requests/comments for the bollards regarding the aesthetics, durability, legality and costs. It was noted that land owners permission would be needed before installing.

• BCC devolution

TPx confirmed that he and DM attended the BCC devolution meeting Thursday 4th December 2014 and reported that:

- The event was primarily for those Towns and Parishes that had decided to opt in to the devolution proposals but was not a closed meeting with some 90-110 people present.
- 52 of the 180 Town and Parish Councils in South Buckinghamshire have opted in although BCC already had arrangements with 23 of them (ie 29 new).
- Although there are still some outstanding issues (eg final maps) and that no contracts have yet been issued, Ruth Vigor-Hedderly, Cabinet Member for Transportation, has agreed to proceed with the devolution offer which will now 'go live' in April 2015.
- A full stakeholder review will take place in December 2015.

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TPx added that on 18th December 2014 it will be announced whether the Parish Council tax will be capped¹.

Members all agreed that their decision to defer the decision to opt in (or not) until a later date when more information was available was the right decision, and that the decision should be revisited after the review taken place in December 2015.

- **Clerk's replacement.**

CH reported that there were two possible candidates for the position of temporary Clerk and that one candidate might consider taking the role on permanently. It was agreed that CH should arrange necessary interviews and meetings.

TPx thanked CH for her hard work and it was agreed that members available should meet later in the week to discuss hand-over details such as 'phone, email, web-site, files. TPX to arrange.

7. The Village

- **The Common and Pond**

- Pond Committee Terms of Reference

TPx reported that Graham Thorne, Chairman of the Pond Committee, had indicated that the revised Terms of Reference were acceptable.

- Willow Pollarding

Two quotes had been received for the work – one for £1,380 + VAT and one for £990 + VAT. EW suggested that as the willows were on CDC land (not land belonging to the Parish Council that CDC should pay for the work.

Chris Wege confirmed that he had submitted his usual budget request to CDC and explained that it did not include funding for these willows to be pollarded.

TPx said that he would write a note to David Stowe (CDC Commons Estate) to extend their involvement to have these trees pollarded every 4-5 years.

- **Trees on Tower Road**

TPx reported that trees on Jack Adams field along the edge of Tower Road were growing into the road, especially one tree which was leaning into the road. It was agreed that TPx would arrange for this to be addressed as soon as possible.

- **Speeding/Fast Cars on Village Road.**

See 6 above. TPx added that Road surveys and speed traps needed to be run in daylight, and suggested that this subject is considered again in April 2015.

- **Road Verges**

DM raised concern that the damage caused to the verge opposite Finlay Lodge was getting worse; the damage is caused by a blocked road drain resulting in constant road flooding which washes the verge away. This incident has been reported to BCC on many previous occasions but without any action being taken. It was agreed that a history of the problem should be documented and the matter escalated to BCC for their immediate attention. LC to action.

¹ It was announced that there would be no capping of PCs' precepts but a further restriction of local government budgets

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LC reported that additional information was needed before the letter to BCC regarding New Road could be submitted to BCC. LC/TPx to action.

- **Barrack Hill Water Leak**

DM reported that on 9th December 2014, emergency work was undertaken by Affinity Water in respect of a burst water main, although Affinity Water did a good job tidying up after themselves, this work did result in significant damage to the grass verge at the Common side of the road. DM added that water leaks on Barrack Hill are a regular occurrence and suggested that the pipes should be replaced with new plastic pipe as has happened in Winchmore Hill. It was agreed that the (new) Clerk should write to Affinity Water explaining that it is unacceptable to have these pipes burst almost every year asking for something permanent to be done. DM added that the pipes are being damaged by the heavy traffic flowing through the village and that a member of the public had suggested blocking off Barrack Hill so that it was no longer a through road.

8. Calendar of Events

- **2015 Council meeting dates**

It was agreed that the February Council meeting in 2015 should be cancelled and that the December meeting should be moved from Monday 21st December 2015 to Monday 14th December 2015.

- **Request from CDC 2015-16 CTRS Grant and Tax Base details.**

EW confirmed that the tax base for Coleshill for 2015/16 was 327.95. CTRS grant has not yet been confirmed – Chiltern Cabinet are considering this in December.

9. Meetings

It was unanimously agreed to cease holding the Open Forum at 7.45pm before the Parish Council meeting and to move the democratic period from the end of the meeting to agenda item 4 after 'Minutes of the previous meeting'. LC advised that the Council meeting would need to be paused for the democratic period and that no decisions could be made by the Council on subjects raised in this section that are not on the agenda. The Parish Council Meetings will start at 8pm.

10. Finance

- **Accounts as at 30th November 2014**

EW presented the 2014-15 Accounts and bank reconciliation as at 30th November 2014 .

○ Cashbook Balance at 1 st April 2014	=	£ 13,981.23
○ Receipts 1 st Apr – 30 th November 2014	=	£ 8,802.54
○ Spend 1 st Apr – 30 th November 2014	=	£ 8,049.16
○ Cashbook Balance at 30 th November 2014	=	£ 14,734.61

EW presented the Bank reconciliation as at 30th November 2014

○ Bank balance	=	£15,510.21
○ Less unpresented cheques	=	£ 775.60
○ Cashbook Balance	=	£ 14,734.61

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- **2015-16 Budget**

EW presented the draft forecast for 2014-15 and budget for 2015-16 which assumed no-change in precept of £8000.

TPx added that if Parish Council tax is to be capped next year, this could be the last year an increase could be made (without a referendum).

Members were asked to review the budget (details circulated prior to the meeting) and to notify EW before the next meeting of any recommended changes.

The deadline for requesting the precept was 31st January 2015.

- **Internal Control Checklist**

EW reported that she had received the Internal Audit (mid-year) checklist which needed to be completed and submitted by 31st December 2014. This included submitting certain documents such as last meeting minutes, cash-book and insurance documentation. It was agreed that EW should complete and submit the checklist as requested.

11. Items for Payment

The following payments were approved for payment:

Description	Payee	Power	(£)
Clerk's wages Nov (+ Alws)	L Collison	LGA 1972 S112	£306.61
PAYE	HMRC	LGA 1972 S112	
Clerks Phone	L Collison	LGA 1972 S111	£12.38
Repair Christmas Lights	M Oram	OSA 1906 S9-10	£425 + VAT
Play Area grass cut	Ian Dover	OSA 1906 S14	£75.00
Payroll Services	HASE	LGA 1972 S111	£58.00
Newsletter printing	Amersham Business Svs	LGA 1972 S111	£161.70
Travelling expenses	T Prideaux	LGA 1972 S111	£12.28

- **Dog bin emptying.**

EW reported that Mr Snudden, Environmental Health Manager, CDC had replied to the Council's letter dated 27th October 2014 confirming that:

- CDC would charge for the removal of a dog bin but as it is CPC property, CPC are free to remove ourselves and if there is a future need, then it can be re-installed
- David Stowe of CDC's Estates Department is able to finance half the annual cost of emptying the bin on The Common.
- The current cost of emptying a bin is £219 per year/bin. As a consequence of a change in contractor, the cost will remain the same for 2015/16. Therefore the cost for Coleshill PC will be £219 for the cricket field and £109.50 for The Common, a total of £328.50 for 2015/16.

It was agreed that LC/CH should reply to Mr Snudden confirming that:

- CPC will remove the unwanted bin on the Common (that on the Barrack Hill side of the Common) themselves.

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- CPC accepts the proposed terms in his email for 2015/16 for the two remaining bins (above) and request that a contract is drafted to that effect.
- There should be no charge to CPC for the emptying during 2013/14 and 2014/15 as no contract exists.

LC to circulate copy of letter sent to Mr Snudden on 27th October 2014.

12. Planning

- **Planning applications for consideration:**

CH/2014/1854/FA Stock Grove Barrack Hill. Extension to outbuilding

CH advised that the following response had been submitted for this application.

The proposed garage extension is large in relation to what is there already (perhaps 50% larger) but it mirrors the existing structure and is not in itself displeasing. Stock Grove is, however, on the edge of the Coleshill Green Belt settlement and therefore a potentially sensitive site. A public footpath runs from Barrack Hill and past the front of Stock Grove (and its garage) before coming into fields and, eventually, woods.

One consequence of extending the garage will be somewhat to obscure this view of the open countryside as one starts along the path. The effect may not be major and of course ends once one has passed the garage but CPC feels that the final sentence of paragraph 4.77 of policy GB12 should be considered before CDC approve the application.

- **CDC Decisions:**

None since last meeting.

13. Meetings/Training

See item 6

14. Councillors' Reports

- **Open Spaces.**

- Pot Holes - MP reported that some of the pot holes reported had been addressed but there were still some outstanding.
- White lines – MP to find out whether there is a plan to painting new lines in the village
- Record of road issues - MP to log the history of pot holes and other road issues.

- **Cricket Club.**

Nothing to report.

- **Tennis.**

Nothing to report.

- **Village Hall.**

Nothing to report.

- **School.**

Nothing to report.

- **Play Area.**

A completed inspection sheet was submitted to LC.

LC to find out if a finger-post can be attached to a telegraph post.

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- **Newsletter.**

Nothing to report.

- **Website.**

DM reminded members that changes needed to be made to the website and village email before the Clerk leaves.

15. The Clerk

TPx expressed his sadness that this was LC's last meeting who was leaving the Council on 31st December 2014. Members joined TPx in thanking LC for all her hard work and wished her good luck with her move to Cambridgeshire.

9:35 pm Meeting Closed.

DEMOCRATIC PERIOD

None.

Signed Date