

COLESHILL PARISH COUNCIL

MINUTES of the MEETING of COLESHILL PARISH COUNCIL held on THURSDAY 15th MARCH 2012 at 8.00pm in the VILLAGE HALL, COLESHILL

Present at the meeting were the Chairman Cllr Colin Lambert, Cllr Lynn Woodgate, Cllr Terence Prideaux and Cllr David McGhee.

There were 2 members of the public present.

1. Apologies for Absence

The Clerk had received apologies from the Cllrs David Smith and Dick Ware and BCC David Schofield.

2. Minutes of the last Meeting

Minutes from 12th January 2012 were proposed for signing by Cllr McGhee seconded by Cllr Prideaux.

3. Democratic Period

Meeting closed for the democratic period at 8.04pm.

4. Meeting Re-opens

Meeting re-opened at 8.25pm.

5. Declarations of Interest

None received.

6. Matters Arising from Previous Meeting

The Clerk informed the meeting that the Precept request had been sent off to CDC immediately after the meeting held in November 2011.

The Chairman reported that he had sent a letter to CDC regarding planning concerns with Solon and Wallers Oak and was awaiting a full report back from CDC.

Regarding a Village Plan, Cllr Ware had provided a number of web links to show plans created for other villages. As to whether Colehill should undertake the production of a Village Plan, this was agreed to be discussed at a later meeting.

7. Planning

Hunters Moon	CH/2011/1966	CPC no obj	Refused
Windmill Farm	CH/2012/0018	CPC obj	Awaiting
Stoney Path Cottage	CH/2012/0115	CPC no obj	Awaiting
20 Hill Meadow	CH/2012/0196	CPC no obj	Awaiting

CLlr McGhee had attended a meeting of the Licensing Committee concerning the proposed Penn Festival to be held again this year. He found the meeting frustrating in the fact that it appeared to be a 'done deal' and that no consideration had been taken into the views submitted by Coleshill's Parish Council. This had been promised by CDC at a meeting after the event held in 2011.

The Chairman agreed that this appeared to be a grave omission on behalf of CDC and it raised concerns on the CDC's procedures. The Chairman informed those present that he would write to CDC outlining the very serious concerns that CPC have with this issue.

8. Finance

The Clerk reported that the Business Instant Access account had £14,638.59 credit.

Cheques raised since 12th January 2012

Village Hall Hire - LEAF	£ 62.10
Colin Lambert	£ 99.91
Website	£ 46.72
Paul Evans	£ 45.00
Certified copy of Deed of Gift	£ 42.00
Chilterns Conservation Board	£ 500.00
Paul Evans	£ 335.00
Veolia	£ 66.20
Local Council Update	£ 75.00

The RFO, CLlr Smith submitted his report. "The end of year accounts will be prepared and finalised after the 31st March 2012, they will be presented at the next meeting of the CPC to be held in May 2012. When agreed, they will be presented to the Internal Auditor before being sent to the External Auditors. This procedure is the same as in past years and these elements need to be minuted to conform to Local Government Financial Regulatory Guidelines."

The Coleshill Common Committee (CCC) has requested that, if required, would CPC fund the logging of trees that are due to be felled on the common. The Clerk asked why this was being requested, as it should have been included in the budget request from CCC to CDC submitted in November 2011.

CLlr McGhee informed the meeting that the money which is being provided by The Chilterns Conservation Board is not quite adequate to undertake the felling of all the trees. Chris Wege is still in negotiation but it seems very unlikely that any money will be available for logging. If this turns out to be the case, we would welcome help from CPC for a small sum of not more than £100, to cut the felled wood. CPC is not being asked to pay for tree felling. It was agreed that this money would be made available if required.

The Clerk reported to the meeting that the opening of a Coleshill Parish Council Grant Account with Lloyds TSB had

turned out to be a nightmare. The bank had mislaid the original request made by the Chairman and it had taken 9 subsequent calls to the bank to resolve the issue. Now all that is outstanding is a cheque book.

9. Tennis Club

Cllr Prideaux informed the meeting of the sad passing of Alan Lowe who was a Trustee of the Tennis Club.

The new lease for the Tennis Club is progressing slowly and nearing completion.

With the Main Hall of the Village Hall being out of action, the Cricket Club allowed the LEAF meeting to be held in their club house.

The Clerk advised the meeting that as of 15th March 2012 the Coleshill Cricket Club had not paid the rent due in December 2011. This had happened last year as well and it was felt that this was unacceptable behaviour. Cllr Prideaux asked that the Chairman contact Mr Amar to request payment.

Action: The Chairman

10. Correspondence

The Clerk read out an email received from the owners of Oak Tree Cottage outlining why they had felt it necessary to carry out work on their fields and by the footpath that borders their property.

The Clerk read out an email from Ian McCallum regarding the response from CPC regarding his neighbours (Windmill Farm) recent planning applications.

The Clerk read out a letter from Chris Wege on behalf of the Commons Committee, asking if the CPC would become a member of the Open Spaces Society. The Chairman asked the Clerk to contact Mr Wege to ascertain how much the annual membership fee would be.

Action: The Clerk

The Clerk had received an email from Audrey McDade outlining her concern about the cat faeces that appear in and around the bark that surrounds the climbing/slide apparatus in the play area. Paul Evans who was in the process of applying new bark to the area, tidied the area up, subsequently Cllr Woodgate made a visit to play area to check the situation, which is all OK.

The Clerk, as advised by the Chairman, stated that any correspondence she or the CPC received that appeared to make allegations, for whatever reason, about a neighbours conduct to one another, would be ignored by CPC and not read aloud at Parish Council meetings.

11. Councillors Reports

Cllr D Smith

The Clerk had received a letter from Cllr Smith declaring his intention to resign as a Councillor on Coleshill Parish Council.

Chairman and Fellow Councillors

My intention is to resign as a Councillor with effect from the end of the May 2012 meeting. As Responsible Financial Officer to CPC, I will fulfil my obligations to complete this years 2011/12 accounts and present the books for signing at the next meeting to be held in May 2012.

My reason for resigning is; as a duly elected Councillor, I am fully authorised by our very own by-laws to carry out duties as specified in those by-laws. I am not and never have been a paid officer of this Parish, therefore as a the appointed officer (RFO) as set out in various by-laws and local authority guidelines I am under no conflict of interest in carrying out my duties. I feel aggrieved that there have been comments made in a previous council meeting as to my being the RFO and countersigning cheques. The Chairman had sought clarification from BALC and I am lead to believe that we as a Parish Council fully comply with the rules.

Cllr L Woodgate

The School continues to flourish. Last weeks "Reflection Week" welcomed visitors on spirituality and making sense of the Bible. Recently the children have taken part in UNICEF Day for Change, Fair Trade Fortnight and World Water Day events. The children have contributed to a Climate Change display for the Village Energy Initiative. Just before Easter the school will be visiting the Barbican for "Peter and the Wolf". The Parents and Friends continue to support the school and have just held a successful quiz night.

The play area will be inspected by ROSPA, who will carry out their annual Health and Safety inspection. The park continues to be kept in a reasonable state. A 'thank you' goes to Paul Evans for his recent efforts in clearing up. I visited the park following a recent incident and saw no evidence of any further problem, but will continue to monitor the situation.

Cllr D McGhee

Following a complaint, I visited two styles on the path which passes the rear of Chase Close; although very muddy they were in good condition.

The fallen tree blocking the path at the bottom of Barrack Hill to Winchmore Hill has been removed.

The path which passes alongside Oak Tree Cottage is now clear, it has though unfortunately been moved a small distance from its original position, which was marked by stones, it was (I believe) part of the original Amersham Road. Permission may have been required for this action, as far as I can establish to rules are as follows:

- a. The landowner owns the ground
- b. The County Council owns the topsoil and the airspace
- c. The County Council are responsible to keeping the path clear
- d. The landowner must keep the path clear of overhanging branches and hedges
- e. The landowner must restore the path surface after any work he undertakes.

The village website now has a link to Bucks CC where anyone can report footpath problems.

The fallen Tower Road road-sign has still not been removed.

The Penn Festival will go ahead 6th to 8th July 2012. CDC refused to consider a request from CPC to contribute to the Licensing Committee. Although the noise from the event is a nuisance, the actions of CDC in not advising CPC

as promised of the application to repeat the event this year, has been very disappointing. CDC Cllr J Burton had been briefed prior to the Licensing Committee meeting and the Chairman will ask her to pursue the matter with CDC. Cllr J Burton had been contacted by the Chairman for an update prior to the meeting and had received no response from her.

Action: The Chairman

I attended the Licensing meeting and found that it appeared that CDC made no request to a modest reduction in the overall maximum noise level allowed.

Cllr T Prideaux

The Cricket Club allowed the LEAF meeting to go ahead in their club house.

Cllr C Lambert

The village newsletter originally was produced by the Parish Church and moved to be the responsibility of the CPC, with a Parish Councillor the editor. It is funded from the money raised from the Christmas Greetings with any short fall made up by the CPC. In 2010, editorship was transferred from the then Cllr Frank Auton to Mrs Penny Ware. With the change of Editor, the issue of accountability of the Newsletter had been raised.

The Chairman suggested that two options exist and asked for views:

- 1) The CPC relinquish responsibility for the Village Newsletter, which then pays for itself from the monies raised from the Christmas Greetings and any other income.
- 2) The CPC continues with the current arrangement, making good any shortfall of funding, but to include a disclaimer in the newsletter saying that the views and articles in Village Newsletter are not those of the CPC.

It was decided to have the discussion at the next meeting, but to verify that if option 2 is selected, that the CPC will still have the ability to submit articles to the newsletter.

The village Website responsibility had also been transferred from ex-Cllr Auton to Mr Derek Higgins. Again the issue of accountability had been raised and Cllr McGhee agreed to take responsibility for the CPC part of the village web site.

Cllr McGhee asked that information sent to the webmaster from either the Chairman or Clerk should indicate whether it is for publication. The Chairman agreed.

12. Clerks Report

The Clerk expressed her concerns that the grant awarded to the LEAF Initiative had not been fully discussed at a CPC meeting; she also expressed concern that a Councillor, not the Chairman signed the forms for the grant application which is against Standing Orders. In addition, the budget had not been discussed at a CPC meeting and no attempt had been made to have an Extraordinary Meeting to propose budget. The Clerk informed the members that although she was not the RFO, she was aware that the ultimate responsibility was hers and she had major misgivings as to the lack of “conforming” to the rules especially as CPC is a public body and open to scrutiny by all. The Clerk feels that the correct procedure should always be adhered to.

The Clerk also requested clarification as to who was paying for the additional work undertaken to handle the LEAF Initiative. The Chairman said that her time should be paid for from the grant monies. This was a retrospective proposal.

The LEAF budget was then proposed by Cllr Lambert, Seconded by Cllr Prideaux.

Whilst the Clerk agrees that the invention of email is wonderful and makes a Clerks life a little easier it is not to be used between meetings to make decisions, these should continue to be made at the appropriate meeting where members of the public can attend if they would like. Whilst the Clerk fully supports the work and effort taken by Mrs Parker concerning the LEAF Initiative, decisions appeared to have been made outside of meetings, Mrs Parker is not a Councillor and therefore she does not represent CPC. The Clerk asked that in future all decisions, discussions and financial matters be made in the correct manner. The meeting agreed.

The Chairman, whilst agreeing with the Clerks views that due process should be observed, commented that the very short deadline for application for funds required a pragmatic approach and that a majority of Councillors had agreed by e-mail to proceed with the project, with Cllr Prideaux agreeing to supervise the project.

13. Time and Date of Next Meeting

The next meeting will be on the Thursday 24th May, which will also be the AGM.

DEMOCRATIC PERIOD

Mrs Parker presented an up-date on the LEAF Initiative.

1. Approval of amendment to LEAF budget to;

- a. Provide the Village Hall with additional funding/advice as a result of water damage caused by cracked pipes
- b. Seek permission to change service provider from Paula Owen to Andrew Ruxton for the learning outcomes/outreach meeting scheduled for 21st March

2. Update on Coleshill Energy Audit.

Eight domestic surveys carried out. 1 commercial

3. Update on Energy Monitors.

All 5 Energy Monitors were loaned out at present

4. Update on Energy Efficiency drop in clinics

These were to be held on Monday afternoon and evening in the small hall in the Village Hall, 19th March

5. Meeting to be held Wednesday 21st March co-hosted by another LEAF funded project- Low Carbon Chilterns Co-operative, this has been advertised in the Bucks Examiner 15th March.

6. Outcome for the village, proposed volunteer led sustainability initiative.

Three villagers are interested in volunteering.