

# COLESHILL PARISH COUNCIL

## MINUTES

### Of the Parish Council meeting held on Monday 16<sup>th</sup> October 2017 at 7.45 pm, in the Village Hall, Barrack Hill, Coleshill

- Parish Councillors: Terence Prideaux (TPx) Chairman Lynn Woodgate (LW)  
Jonathan Herbert (JH) Craig Saunders (CS)  
Carol Hallchurch (CH)
- Parish Clerk: Lynda Jackson (LJ)
- Members of Public: 5

1. **Apologies for Absence :** Cllr. Mary Pollock
2. **Minutes of previous meetings:** It was moved by TPx and **resolved** that the minutes of the Parish Council meeting held on Monday 18<sup>th</sup> September 2017 be signed as a true record of the meeting.
3. **Declaration of Interest:** None
4. **Councillor Vacancy:** The current vacancy has been posted on the village website and noticeboard. It was also noted there is currently a vacancy for a District Councillor for Penn & Coleshill.
5. **Matters Arising: None**

**Meeting Closed:** 7.49 pm

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#### DEMOCRATIC PERIOD-

- Rosalind Pearce regarding hedge-cutting problems across the village. Ms Pearce was concerned that the roads are becoming smaller due to the failure by BCC and landowners to maintain the overhanging trees, hedges and vegetation. Magpie Lane was particularly hazardous due to poor maintenance.
- Chris Wege regarding the HS2 Community Engagement Fund- Mr Wege suggested an application be made to improve the access from Tower Road to the Jack Adams Field especially if Council are successful in securing funding for an Activity Trail. Such improvement would be a real benefit to the village.
- Rosalind Pearce regarding the access in and out of the village during HS2 construction. Ms Pearce asked what provision had been made to ensure accessibility for all residents and the blocking of construction traffic through the village.
- Hugh McDade regarding a proposal to enhance the Southern aspect of the pond. Mr McDade had prepared a proposal document which was given to Council. There is a dead, diseased cherry tree that needs removing, the document suggested what could be planted in its place. Mr McDade suggested that once the phone box is removed the village could adopt the old style red phone box and have it as an amenity feature for the pond. It could be used as an education point showing the wildlife on the common and pond and also be used for supplying the correct duck feed. Mr McDade also mentioned a dangerous ash tree on the boundary of 1 The Bit, he was concerned that it could be brought down in high winds.

**Meeting re-opened:** 8.22 pm

#### 6. Clerk's Report:

- i) 2018 Meeting dates- **Agreed**

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- ii) SQS Barrack Hill complaint update- **Noted**
- iii) Hertfordshire House Estate waste collection problems- It was **agreed** that Council should support wherever they could in getting a resolution to this ongoing problem.

#### 7. Report from Planning:

##### Planning Applications for consideration:

- i) **Ref. No:** CH/2017/1663/SA Grove Mill Windmill Hill Coleshill Application for a Certificate of Lawfulness for a proposed operation relating to the conversion of garage outbuilding to habitable- It was **agreed** that all Councillors would re-look at this application and send their comments back to CH before the deadline of 31<sup>st</sup> October.
- ii) CDC Brownfield Register consultation - **Noted**
- iii) CDC Request for information on Neighbourhood Areas- Council **agreed** that they were not in a position to apply for a neighbourhood area but that it should not be ruled out in the future.
- iv) Community Led Housing consultation 9.10.17- **Noted**. CH advised the meeting that Chalfont St Giles, Jordans, Chalfont St Peter have produced a Neighbourhood Plan to identify areas for affordable housing.

#### 8. Report from Open Spaces:

- i) **Monthly Play inspection return** – The October routine play inspections had been completed with no major issues.
- ii) **Annual Play inspection schedule of recommended repairs**- LW went through the previously circulated document of required repairs. JH **agreed** to complete the smaller repairs and to measure the goal net. It was **agreed** that a bulk amount of play area bark would be purchased and delivered to site with all Councillors available to then move and spread around the play equipment. It was agreed that the decision on the gate be deferred until the next meeting.
- iii) **Hill Meadow update-meeting with Paradigm**- TPx updated Council on the recent meeting with David Watson from Paradigm Housing. Up to 5 improvements were suggested including a change of use for the amenity land which would create up to 6 extra car spaces. Mr Watson had no knowledge of the covenant on the home owner's deeds. TPx advised the meeting that he had seen a copy of a residents deeds and there was no mention of any such covenant. TPx has since written to Mr Watson but at the time of the meeting had not had a reply. It was **agreed** that CDC may have more influence in getting a resolution from Paradigm Housing and that Cllr. Burton should be contacted to get their involvement.  
**Hill Meadow update - Cost of white lines for parking areas**- TPx had recently met with the Local Area Technician and was advised that painting white lines at Hill Meadow would cost in the region of £90 each.
- iv) **Affinity Water Barrack Hill update**- The previously circulated update from Andy Penrose was **noted**. JH informed the meeting that there were still 2 blocked drains at the bottom of Barrack Hill on the same side as Chalk Pit House and asked that they be reported. JH also asked that Affinity Water be contacted for a date for the new water main as it was originally suggested that the work would be completed at the same time as the current works.
- v) **Blaiser Mills documents**- TPx confirmed he had collected all the documents held by Blaiser Mills, the land documents had been scanned and a copy given to Craig Saunders for the Land Registry applications. The original documents were currently being held in TPx's safe until a permanent place of safe storage could be found.
- vi) **HS2 CEF application**- TPx confirmed that the application was almost completed. CH advised that the Tennis Club had already put in an application. If successful at least half of the monies received would be used to refurbish the courts which are estimated to cost £30,000.

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- vii) **Red Lion marketing request to use village mailing list**- It was **agreed** that the mailing list should not be used for the Red Lion for the following reasons:
- 1) The Red Lion was a commercial business.
  - 2) The PC had to consider data protection and confidentiality. However, it was **agreed** that the Red Lion could have their own section on the village website detailing news and menu changes.
- viii) **Thames Valley CDC & Fly tipping clearance**- The previously circulated email was **noted**.
- ix) **Bucks & MK Sports Awards 2017**- It was **noted** that both nominees from Colehill PC had been Highly Commended at this years` event.

#### 8. Finance:

i) **Cashbook, Bank balances and reconciliation as at 30<sup>th</sup> September 2017** – LJ had circulated this information to Councillors prior to the meeting. There were no questions.

ii) **2<sup>nd</sup> quarter Budget vs. Actual finance review 2017-18**– The Finance review circulated prior to the meeting was discussed in detail. There were no concerns.

iii) **Fixed Asset Register amendment**- Council **agreed** the 2 small amendments to the Asset register.

iv) **2018-19 Internal Audit Letter of Engagement**- It was **agreed** unanimously that Arrow Accounting be engaged to conduct an Internal Audit into the Councils accounts for 2017-18.

v) **2018-19 draft Budget**- The previously circulated first draft of the budget for 2018-19 was discussed in detail. A number of amendments were suggested which would be presented at the next meeting. TPx stressed the importance of getting the numbers right as the budget will need to be agreed in December so that a precept can be set. TPx explained the document produced by the RFO which shows the expected closing bank balance and reserves. It was agreed that the general reserve for running costs should be reduced to 4 months. It was also agreed that the funds being set aside for the Activity Trail be kept separate as earmarked funds. CH suggested that the village should be canvased on whether the new proposed Activity Trail is required to ensure CPC are in tune with the resident`s wishes. TPx **agreed** to circulate a spread sheet detailing the cost of the Jack Adams project proposal to all Councillors and the Clerk.

#### 9. Items for payment:

The payments CB17-36 through to CB 17-42 totalling £1076.43 (Inc. VAT) for October invoices were **approved**.

COLESHILL PARISH COUNCIL					
PAYMENT OF ACCOUNTS FOR OCTOBER 2017					
CB No.	NAME	ITEM	TOTAL	VAT	NET
CB17-36	L Jackson	September wages	281.55	0.00	281.55
CB17-37	L Jackson	Parish phone top up & 1&1 monthly fee & retirement card	20.39	1.40	18.99
CB17-38	D J Hall	Jack Adams Field hedge-cutting	162.00	27.00	135.00
CB17-39	Michael Connolly	Mushroom Tree pruning	70.00	0.00	70.00

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CB17-40	Amersham Business Services	Newsletter printing envelopes & stamps, diary & paper	241.49	40.25	201.24
CB17-41	A Barber	Jack Adams Field fuel for grass-cutting	51.00	8.50	42.50
CB17-42	R Amarasinghe	September grass-cutting & cedar field verge clearance	250.00	0.00	250.00
	<b>TOTAL</b>		1076.43	77.15	999.28

### 10. Councillors reports for areas of responsibility:

i) **LAF meeting 20.9.17**- TPx had nothing more to add on the previously circulated meeting summary.

ii) **Harvest Supper**- TPx informed the meeting that the event had been a success with £1238 generated as a donation for the Jack Adams Field project. JH advised that there had been feedback from attendees that they were disappointed there was no raffle at this years` event.

11. **Next Meeting date**: Monday 11<sup>th</sup> December 2017 7.45 pm. at Coleshill Village Hall.

- 21:55pm.Meeting Closed.

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Signed ..... Date .....