



Steeple Claydon Parish Council

Notice of the February 2019 Parish Council Meeting

The monthly meeting of the Steeple Claydon Parish Council will be held on Tuesday 05 February 2019 at 7:30pm in the Village Hall, 48 Queen Catherine Road, Steeple Claydon, to conduct the business detailed below. The meeting is open to the public and you are welcome to attend to hear about the activities of the parish council.

If a Parishioner wishes to raise an issue they will have the opportunity during Public Participation. If the subject is not resolved and does not relate to an agenda item, the chair may decide to defer the matter to a future meeting. Matters raised in connection with agenda items will be discussed under that item. Members of the public are not allowed to speak during the meeting unless invited to do so by the Chair.

AGENDA

1. Apologies
2. Declarations of Interest
3. Minutes
4. Chairman's Comments
5. Public Participation
6. Action4Youth
7. Clerk's Report
 - a. To receive a summary report from the Clerk of all significant activities and correspondence since the last meeting
 - i. Spinney letter & resolution by Cllr Firth
8. Councillors

Co-Option of Councillors – paper democratic BALC approved ballot

9. Street Lighting

To receive summary from the clerk regarding the current status of reported streetlight faults and consider proposals for future street light management. See Clerk notes.

9. Working Group Update on activities and recommendations:

- a. Finance
 - i. To approve the payments listed in the cheque run for the month
 - ii. On-line banking – see Clerk notes
- b. Recreation Ground
 - i. To receive report from the Recreation Ground Working Group
 - ii. Clock power update
 - iii. Cllr Price update on Playground final repairs list/contacting Wicksteed

c. Village Hall, Library and cottage

- i. To receive report from the Village Hall Working Group
- ii. Police Issues – See Clerk notes
- iii. **Hall** – Cllr Weingart; Request whole village for Village Life Photos for display in back of bar area.

d. Communications and Events

- i. To receive report from the Communications and Events Working Group
- ii. Update regarding 2019 Fireworks Display
- iii. Enchanted Cinema event – Cllr Mahon - see Clerk notes
- iv. Jazz in the Village event – Cllr Mahon – see Clerk notes
- v. Fireworks Display – Cllrs Smith and Weingart – see Clerk notes

e. Planning

- i. To receive report from the Planning Working Group
- ii. To review the following planning application

Planning Applications;

19/00293/AOP - Land to the side of 53 Vicarage Close Steeple Claydon, Buckinghamshire MK18 2PU - Erection of dwelling. See Clerk notes
Comments by 25.02.2019

19/00369/APP - 5 North End Road Steeple Claydon Buckinghamshire MK18 2PF
Erection of side porch, two storey rear extension and single storey annex ancillary to existing dwelling. Alterations to approved scheme 17/04772/AP
Comments by 28.02.2019

10. HS2 / E-W Rail / E-W Expressway

- a. Update

11. Vicarage Orchard

- a. Update regarding improvements, investments and work to the Vicarage Orchard
- b. To remind the council that the freehold of this land should be secured by the parish council in March 2019.

12. Future Agenda Items

Councillors are invited to propose items for next month's agenda.

Hannah Holmes
Parish Clerk
31 January 2019

Papers for consideration prepared by Clerk:

Street Lighting

It would be helpful to have a numbering system for the poles and having a survey done by Eon so the PC has a full understanding of the current situation – for replacement LED's / obsolete post numbers

– would cost £7 per pole to do numbering system in agreement with Eon (I have asked if we can number them ourselves instead? – awaiting reply) We have x164 (tbc) =£1,148.00 approx.

Survey - £250 / £300 + VAT for whole village

I asked Eon if they know approximately how many of our lights are now obsolete and will need the full replacement at £600+ - and any idea then of figures of easy LED replacements at about £250+

I do think we may be best to survey the whole Village to obtain all the accurate details to give us the information we require.

Need confirmation about which parish councillor / working party has responsibility for street lighting.

Decisions required:

- Shall we have a pole numbering system? If so who/ how?
- Shall we commission Eon to carry out a full village survey to identify our likely liability over the next 5 years?
- Councillor/ working party responsibility

Online Banking

The proposal is that we transition the majority of payments to online banking to allow effective, auditable payments to be made by the parish council. In summary the system operated by Barclays is:

- Clerk and selected councillors to be registered to access online banking systems
- They receive a device and a PIN to allow secure access to the account
- Clerk to set up the payments to the payees on the payment run
- Payment run agreed at the monthly parish council meeting
- Councillor/s go online and approve payments.

Decision required:

- Agreement to proceed with online banking
- Agreement about councillors with online authority to confirm payments

Police Issues;

Following the 'arson' incident at the skateboard park where there was a fire under the ramp one of the miscreants has been required to undertake community service. This is the note from the police regarding the community service:

The offender has given his permission for his details to be passed to the parish council so he can be contacted for voluntary work to be arranged. He has agreed to carry out a total of 20hrs. In the paperwork it states 4 x 5hrs worth - But I'll leave it for someone at the parish council to arrange the best times etc for this to be completed.

PC 7332 Graham LABRUM

Decision required:

What community service are we going to require the person to carry out?

Village Hall and Recreation Ground security

The Village Hall CCTV has been upgraded (HD recording and HD camera in operation, full recording from all cameras)

The policy now is to lock the gate to the grounds of the village hall when there is no booking for the hall. Terry locks and unlocks at appropriate times. Emergency key available in key safe by library door.

Recent incident - youths jumping the gates and loitering.

Decide on Caretaker official response. What level to call in Police – at actual damage?

Decision required:

Should we set up a WhatsApp (hall emergency) response group of councillors to provide support and response for Terry when problems arise.

Recreation Ground – biggest problem is litter and new HD recorder should be able to give us better information about when/who is causing the problem and to monitor activities remotely.

Communications and Events

Enchanted Cinema idea instead of Village Fete

Enchantedcinema.co.uk Enchanted Cinema is all about creating an intimate atmosphere within which our audiences enjoy a cinematic experience of unparalleled beauty and charm. We bring together live music, short films, stunning visuals and thrilling cinema providing an unforgettable experience complete with charming decor, food, lighting, and comfortable deckchairs.

Decision required – do we want to investigate this event further?

Jazz in the Village event

JAZZ FROM SCOTLAND: IAN MILLAR (SAXOPHONE) AND DOMINIC SPENCER (PIANO)

Based in Edinburgh, Scotland we've been touring all over the UK enjoying fantastic audience responses and sell out concerts to our "JAZZ IN THE VILLAGE" tours.

We play accessible, melodic jazz and tell amusing stories about some of our touring experiences from the places we have played and visited. We usually set the hall out in a cabaret style with low lighting and tea light candles on the tables, to create an intimate concert setting. We have our own LED lighting system and spots plus a PA, electric piano, etc. Our concerts are usually well attended and we have had some wonderful and memorable jazz evenings throughout the UK over the years. We wonder whether you think your hall might be suitable and available for one of our concerts in APRIL 2019. Our fee for performance is £300. However we often perform concerts as a joint promotion. When we perform as part of a joint promotion to raise funds for the hall, we both have a stake in making the evening a success, there is no fee for you to pay and we take the risk. We would split the money collected on the door on an 80:20 split in our favour (not including any bar takings, raffle or fund raising etc.). For these tours to be viable we have found that our share of the door take usually allows us enough to cover our costs (petrol, accommodation, publicity etc). We hope with no fee plus your 20% share of the ticket price plus bar takings, raffle, food/snacks and an event for your village hall makes this an attractive proposition for you.

We suggest a door charge of £10 for a 2 hour concert. We will pay our own travel and accommodation expenses. We will also provide publicity materials, posters and leaflets at our expense and send out press releases etc. Most of our concerts are well attended and we have had some wonderful and memorable jazz evenings all over the UK. We have the following dates available:

APRIL 2019: - Fri 12/19, Sat 20 Sun 14/21, Mon 15, Tue 16, Wed 17, Thurs 11/18

Mid week days often work well since there are less competing events and family occasions. We really hope we can be included in your village events and hope to hear from you soon.

Dominic Spencer WEBSITE: <http://millarandspencer.co.uk/>

Decision required – do we want to investigate this event further?

Fireworks Display

Cllrs Smith and Weingart –

- X3 requested at £150 each for training requirements – Glenn will pay 50%
- Catering requirements for Fireworks display – to be offered out to village (received offer of interest by Hilary Haines)
- Costs of Fireworks – increase of 5-10% to be expected. £3,500.00
- Stewards – more required
- Tractor Shed Keys cut for Geoff
- Book first aiders – via John Lamb / Mark Begley / 1st aiders (£150)

Planning Application

19/00293/AOP - Land to the side of 53 Vicarage Close Steeple Claydon,

Architectural drawings for 53 Vicarage Close, MK18 2PU. The drawings include:

- Ground Floor Plan:** Shows the layout of the ground floor with rooms and structural elements.
- First Floor Plan:** Shows the layout of the first floor.
- North Elevation:** Shows the front elevation of the building.
- West Elevation:** Shows the side elevation of the building.
- Site Plan:** Shows the building's location relative to the street and surrounding area.

Scale: 1:500

Client	53 Vicarage Close MK18 2PU
Drawn	BS
Checked	BS
Date	27.11.18
Project No.	19/00293/AOP
Revision	01

Home Counties Architectural Services
14 Victoria Road, Boreham, Essex, SS16 5JH
Tel: 01702 371111
www.homecounties.co.uk

Site plan showing the existing and proposed block plans for 53 Vicarage Close. The plan includes a north arrow and a scale bar (1:500).

Existing Block Plan 1:500

Proposed Block Plan 1:500

NOTES:
This drawing is to be read in conjunction with all relevant Architects and Engineers drawings. Only figured dimensions are to be used, for construction. All dimensions are to be verified on site prior to work commencing.

REV	AMENDMENT	DATE

TITLE
53 Vicarage Close
MK18 2PU

Existing & Proposed Block Plans

DATE	27.11.18	SCALE	1:500 @ A3
DRAWN	BS	APPROVED	

Home Counties Architectural Services

DRAWING STATUS
APPROVAL

DRAWING NO	202	REV	
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METRES
1:500 SCALE = METRES