

STEEPLE CLAYDON PARISH COUNCIL
Minutes of Parish Council meeting 5th December 2017

Present 2017/285	Councillor Paul Firth, Councillor Tony Barrett, Councillor Joseph Hodges, Councillor Frank Mahon, Councillor Dan Price, Councillor Trevi Smith and Councillor Doreen Weingart. Representatives from Optimis (Justin and Leyla) to provide information about Addison Road development.	Action Points
Apologies and declarations of interest 2017/286	Cllr Spencer	
Minutes of last meeting 7 th November 2017/287	The minutes of the Parish Council meeting dated 7 th November were confirmed as a true record and signed by the Chair after manuscript amendment to minute 2017/277 cold calling zone. Proposed Cllr Smith, seconded Cllr Weingart.	
Chairman's Comments 2017/288	Chairman advised he had been on training course where he was advised that where Council meeting is open there should no longer be random interjections from the public unless urgent point to be mentioned or where a member of the public asked to contribute. Significant issues will be carried forward as an agenda item for next meeting. Litter bin review being completed for AVDC. Consideration being given to response to VALP and Mr Haest has been asked if he wishes to contribute.	
Public Participation 2017/289	Update given re cold calling zones. Item being prepared for Newsletter. Stickers to library and Post office. Verges discussed re Best kept Village and discussion with school re scout tidy support. Asks that BBKV be put as agenda item next month. Cllr Barrett is progressing the full picture with regard to grass cutting responsibilities. Weeds in road and spraying by Council has been discontinued. Chair hoping to be able to spend more time on HS2 post referendum. Discussion re Referendum leaflet distribution. Parishoner wished to discuss Addison Road Development and would have liked more time to discuss together with Buckingham Road development. He was given ample opportunity to voice his many wide ranging concerns. Chair agreed to summarise later in meeting. Chair had made note of 6 key points. There was still some comment about difficulty of finding details on web site but explanation was given as to the filing system employed. <u>The Chair had to close this section of the meeting.</u>	
Neighbourhood Plan	Chair pleased to confirm that 88% of those who voted in the referendum were in favour of the neighbourhood plan. (Votes cast 652, in favour 573 against 79). Now in the process of being a MADE Neighbourhood Plan. It now has official status with regard to all Planning Applications and it gives a plan for the village. Cllr Weingart particularly pleased for Cllr Firth as it had been her that had originally asked him to take on the project. All agreed there had been a tremendous amount of work done and all wished to thank Cllr Firth for his time and effort. Cllr Firth wished to thank those who had directly helped him with this project. Cllr Firth looked to the future and addressed some of the issues highlighted in public participation. Agreed that village had to be considered as a whole including comments about Buckingham Road and Addison Road developments, development of the recreation ground and the investment of s106 monies. In the New Year further work would start in parallel with HS2 activities as well. Other subjects included proposed MUGA, improvements to skate board park and relationship with the school. Discussion re school places in catchment.	
Planning Applications	This section of meeting was started with a presentation from Justin from Optimis . Just before, The Chair reminded everyone In March 2017 planning application for development on Addison Road was submitted and the Parish Council at their may meeting resolved to support the application. Application was put in post consultation event held in village hall and discussions with Neighbourhood Plan team. Updated charts were provided for the public to view. Originally 110 developments, doctors surgery and convenience store. (There was a desire from the village for the opportunity to provide land for these last 2 points).. There was however never an intention for the current doctors to move to this site. There was a mention that should that happen there would be an opportunity to put in more houses but at a higher affordable housing rate up to 50% if there was a need at the time. There were also alternative land use opportunities. Co-op keen from the start to relocate because of the limitations on present site. They would be able to open on Sundays as they presently do. Discussion regard ditches and informal recreational space. (would not fall on PC to fund). Discussion regard access road and meeting point. Discussion re landscaping and footpaths. Latest scheme is reduced to 90 houses (up to 31% units affordable - typically shared ownership 25%, affordable rent 75% -	

	<p>housing officer will determine) because of housing density questions. This is an OUTLINE planning application not a FULL application and is therefore seeks to establish the land use. Does not specify the type of houses that go on site and layout is for illustrative purposes. A further raft of consultation to follow. Various traffic and footpath reviews have taken place. Landscaping covered by reserve matters application. 5 units being retained as self build developments under AVDC policy. This needs a separate access and looking at internal access rather than 2nd entry into Addison Road which has already proved unpopular. There was a discussion related to the 1996 Education act and funding that would need to be provided to local school with the local authority to find the places. S106 funds have not been decided as this is a matter of negotiation after resolution to grant has been passed. Intention is that rather than all Aylesbury Vale being eligible for affordable housing in the first 6 months opportunity given to local village people and this can be offered within the 106.</p> <p>Councillors agreed they would continue with support for the Outline Planning application. Long discussion with regard to access points and traffic volumes and parking spaces. (Which agreed were not sufficient) Councillors preferred a loop road. Cllr Price felt very strongly about this and was supported by other Councillors. Cllr Smith asked about possible relocation of Post Office into Retail unit after declaring an interest as owner of present Post Office. Question would be passed forward. Discussion re traffic calming needs on Addison Road and bus stop positioning. The above would be the issues upon which PC would respond to AVDC. Proposed Cllr Weingart, seconded Cllr Barrett. Unanimous. Councillor Barrett also wanted some confirmation that should outline planning permission be granted we should seek assurances from AVDC that public should be advised so as to position. Provided site plans were retained by Councillors.</p>																					
<p>Parish Clerk – Correspondence 2017/</p>	<p>There have been complaints against the Developers Bovis for the state of North End Road through damage to verges and mud on road. Chair to comment under next agenda item.</p>																					
<p>Bovis Homes – street light adoption and street names 2017/</p>	<p>Indicative costs received re adoption of street lights but insufficient as yet to make a decision. Re the development itself, Chair has spoken to site Manager and exchanged phone numbers. This number to be provided to Clerk should there be a need for Parishoners to air their complaints direct. Bovis take their responsibilities seriously and is keen that the groundworks contractor complies with statutory requirements. They are not registered as a considerate constructor. They intend to keep North End as clean as it can be and there has been evidence of frequent cleaning vehicle on this road. Main spine road is close to completion and this will help matters. Cllr Hodges very concerned at the state of the road now and post development. Parish Council to write to Bucks County Council with regard to the state of the road so early in the construction process</p>																					
<p>Caretaker Appointment</p>	<p>Clerk advised advert in public domain in revised edition being also cover for recreation round. All people interested both past and present have been written to. Currently 4 applications on file with closing date 13th December and interviews to be 19th and 20th of December. Applicants to be advised of potential interview dates. Further more discussion in confidential part of meeting.</p>																					
<p>Parish Clerk – plans for retirement of present Clerk in 2018 2017/</p>	<p>Job specification to be finally agreed Thursday afternoon this week. Clerk had been asked to provide list of typical jobs done for illustration. After Thursday, paperwork to be sent out to applicants – closing date 2nd January 2018.</p>																					
<p>Working Group update on activities 2017/</p>	<p>Finance</p> <p>Cheque Run December 2017</p> <table border="1" data-bbox="443 1697 1177 2033"> <tr> <td>105150</td> <td>Ingrid Hodges</td> <td>v/h Christmas tree</td> <td>£44.40</td> </tr> <tr> <td>151</td> <td>Michelle Dench</td> <td>Village Hall cleaning November 2017</td> <td>£198.00</td> </tr> <tr> <td>152</td> <td>S Cannon</td> <td>Brush seals to fire doors, village hall</td> <td>£200.00</td> </tr> <tr> <td>153</td> <td>David Martin</td> <td>Maintenance of Vicarage Orchard and grass Vicarage Court</td> <td>£240.00</td> </tr> <tr> <td>154</td> <td>Ringway Jacobs</td> <td>Initial costs re additional MVAS</td> <td>£420.00</td> </tr> </table>	105150	Ingrid Hodges	v/h Christmas tree	£44.40	151	Michelle Dench	Village Hall cleaning November 2017	£198.00	152	S Cannon	Brush seals to fire doors, village hall	£200.00	153	David Martin	Maintenance of Vicarage Orchard and grass Vicarage Court	£240.00	154	Ringway Jacobs	Initial costs re additional MVAS	£420.00	
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		positioning	
155	SLCC	Annual membership	£147.00
156	ALCC	Annual membership	£30.00
157	Country Life Insurance Brokers	Renewal Insurance Tractor B851FNV and Etesia KX08 AEL	£377.20
158	E'on	Cottage – Pay E'on Gas and Electric 20 th October to 15 th November	£62.96
159	contractor	To clear gutters and gullies – village hall	£ 300.00
160	G J Phillips	Paint and cable ties for fireworks night	£48.84
161	Assured Fire and Security	Maintenance – access control system yr 3 of 3	£229.20
162	Safe and Sound	Wet Pour repairs children's corner	£1737.60
163	contractor	Maintain and clean brush cutter and Maintain and clean Mulch mower	£72.28 + £107.40 = £179.68
164	John Lamb	Wood posts and batons re fireworks night against receipts	£ 106.17
165	HMRC	Tax and NI	£ 327.44
166	Trevi Smith	Reimburse cost of new fridge village hall	£109.99
167	contractor	Balance of cottage works	£11,512.04
168	Electric al contractor	Village hall works as per schedule	£610.00

Proposed Cllr Mahon seconded Cllr Price – unanimous.

Wages as per accountants guidelines , paid electronically.

Bank balances totals as per last minutes total £155,520.

Clerk asked for a closed meeting with Councillors to discuss the Council's finances and to consider its precept requirements for 2018-2019. This had to be held before year end or with first 2 weeks of January (by EGM) to satisfy AVDC deadlines. Clerk asked all Councillors with specific budgetary responsibilities to give some thought to proposed spend in 2018-19.

It was agreed that Precept would be set at EGM in January provided BALC confirm this is ok.

Library

Entrance hall shelving due for delivery. Chair to arrange further bookshelves. Opening hours suggestion for amendment and suggested Thursday morning 10am to 1pm. PC agreed this was a good idea. Also volunteer bank should be extended as necessary. Librarian to be offered Thursday morning as additional hours as trial period to see how successful. Volunteers in place to cover until the New Year. Front door signage to be changed and Clerk to order. A board for Library – Frank Mahon dealing. PAT testing would take place next week – all moveable electronics please ensure tested. Library staff advised.

Recreation Ground

Meeting due re inspections rec ground and play park. Clerk to provide extra stationery. Pavilion caretaker is to leave area and his duties will be incorporated into the new V hall caretaker position. Old tubular chairs and trestle tables to be disposed of. Cllr Mahon to look at. Urinals and toilets in Pavilion need attention. Cllr Weingart to contact Caretaker. Cllr Price and Cllr Firth had met with a representative of 'Scape' being an organisation set up by local authorities to procure project work in compliance with European

	<p>legislation. Local contractor for small works frameworks is Kier who are well known. Scape enable projects to be done when there are no Project Management Capabilities within the organisation. To move forward there is a need to sign an access agreement with Scape – there is no fee and no commitment. Chair asked for approval so that progress can be made. This would enable to move swiftly with regard to ,say, the improvements to the Pavilion. Proposed Cllr Price, seconded by Cllr Hodges – unanimous.</p> <p>Village Hall and cottage Contractor had identified bad crack in lead work above kitchen and the fascias are rotten. Cllr Mahon took paperwork back and would provide Clerk with a replacement quotation. Clerk would circulate in due course. Hive quote of £250 to put in remote heating controls – Chair will speak to contractor and action as appropriate. Unanimously agreed by PC that Cllr Firth can action alone. Fire Drills have now been completed for all regular hirers. Safety certificates awaited and then fully compliant. Clerk will confirm to Contractor. Hall Cleaning is going well with temporary contract.</p> <p>Communication and Events Press release re Neighbourhood Plan circulated to be now sent to BucksCC. Newsletter details confirmed. PC had agreed to take place in the 100year celebration related to the end of WWI. PC would need to decide if firework night would take place the week before or the weekend of the 10th. PC need to consider firework display on the 10th and immediately follow with something really special. Would Cllr Spencer please read up about this National commemoration and we will make agenda item in February to discuss.</p> <p>HS2 Cllr Price had gone to the 2nd Utilities meeting last week. In main, contractors on HS2 to be many – ask for vans to show ‘working for Hs2’ . Fusion over next 3 years will try and support local community where they can be approached for loan of manpower and machinery towards local projects. Talk of Calvert Bridge being demolished and Brackley Lane will be closed in October 2018 for 6 weeks (estimate) whilst utilities put underneath it. Temp speed limit of 40mph for 18 months on Addison Road. Cllr Barrett agreed that there should be a further meeting with Fusion on a one to one basis.</p>	
Matters of a confidential nature 2017/	Any Parishoners were asked to leave before this item on the agenda. Public meeting closed at 10:20pm	

