

STEEPLE CLAYDON PARISH COUNCIL
Minutes of Parish Council meeting 7th November 2017

Present 2017/269	Councillor Paul Firth, Councillor Tony Barrett, Councillor Joseph Hodges, Councillor Frank Mahon, Councillor Dan Price, Councillor Trevi Smith Councillor Frank Spencer and Councillor Doreen Weingart.	Action Points
Apologies and declarations of interest 2017/270	Apologies Cllr Chilver. Councillor Mahon asked to be excused from voting or being involved in planning application for the Phoenix public house to follow. Councillor Hodges would take no part in discussion with regard to the Addison Road planning application	
Minutes of last meeting 2017/271	With regard to funding for youth club mentioned in last months minutes amendment made to show vote was not unanimous, there was one vote against. Friends of Steeple Claydon day club had made the donation in the sum of £250 to the youth club and this was amended. Minutes proposed Councillor Weingart seconded Councillor Spencer. Unanimous.	
Chairman's Comments 2017/272	Councillor Firth addressed the meeting. Matters arising would no longer feature on the agenda as points should be resolved or put forward to the agenda for the following month. Guidance had been sought with regard to public participation and it is agreed that this should be limited to the agenda item. Information would be accepted from parishioners during the course of the meeting however if asked for.	
Public Participation 2017/273	Parishoner asked for update re litter bin repair and lack of weed control by Council on highway. Suggested approach to TfB. Shrubbery down lane side of Recreation Ground to be looked at. Agenda for this meeting needs to be more high profile on web site. Concerns voiced over lack of Hs2 group meeting. Councillor Barrett identified work that needed to be done and would action. Parishoner advised that authority had been received to set up a community car scheme and funding was in place. Discussions held with regard to the remembrance tree planting for Betty McBride. Library would be used for refreshments. Discussion re-frequent road closures in our area and lack of web advice.	
Parish Clerk – Correspondence 2017/274	Enquiry with regard to D of E scheme passed to librarian. Message received re-access to Prospect Farm for internal maintenance and not considered necessary for response. Request from the Sportsmans club who will run the pensioners party in December. Last year there were insufficient electrical sockets and ask if this could be resolved in 2017. Clerk had a copy of letter from swan practice doctor surgery detailing changes they intend to make in Buckingham. There were no intended changes in Steeple Claydon.	
Bovis Homes – street light adoption and street names 2017/275	Discussion re street lighting on this new development and as to whether this should be adopted by the Parish Council. SCPC would be eligible for a 'commuted sum' for each lamp post installed likely to be in the sum of £440 per lamppost. (one off payment – sinking fund) to cover future maintenance costs etc. Lights would be LED. Agreed more investigation on costing to take place. Street names for the new development were needed – Parish Council asked to provide. Cllr Weingart recommended that 4 previous Parish Council Chairmen be recognised (Messrs Mitchinson, Becketts, Welford and Hobbs) - they had all done tremendous work for the village in the past.	
VALP Responses 2017/276	Parish Council invited to take part in the review of the VALP. Would look to the North Bucks North Parishes Planning Consortium to take the lead here and would not be submitting a separate response.	
No calling zones 2017/277	Parishoner concerned certain roads in village were being targeted for doorstep fraud. A need to see if there was an interest in being supported and the best way forward. Trading standards have been involved re distribution of stickers but is this a priority. Discussion re metal signs being procured. There was some concern about making every street in village a 'no calling zone'. It was resolved that the Parish Council would be supportive of such an initiative and would await further action including the receipt of stickers for distribution.	
CCTV management 2017/278	It was confirmed that there was now a fully functional and commissioned CCTV system at both the Recreation Ground and the Village Hall. Paperwork would be reviewed and Chair asked for someone within the PC to assist. Cllr Price offered his support in this matter and would assist.	
Best Kept Village Competition 2017/279	SCPC had not entered the BKVC in 2017 but would consider for 2018. Parishoner provided a summary slide presentation showing historic figures. Positives and negatives discussed. Keeping village litter free was still a challenge. Regular parking on verges had made areas unattractive. Bus stop notices needed refreshing and litter bins need attention. Chair in full agreement with comments – precept funds towards this project. The Parish Council was unanimously supportive of a significant entry but would fully dependent on Parishoner engagement. Hs2 contactor funds may be available as they are keen to support communities.	

<p>MVAS Update inc Sentinel 2017/280</p>	<p>Update. Application for funding approved and £1500 contribution promised. There were meetings and decisions to be made with regard to siting of new MVAS ground screw and this was very much work in progress. The Parish Council will need to download paperwork, complete and send cheque for £350.(outside the £1500 LAF contribution) and covers Local Area Technician visiting the site to agree most appropriate location Sentinel is a mobile devise which records speed and licence plate details and police are informed of data collected. Proposal being considered was to purchase kit in share with other Claydon Parish Councils. It was resolved, unanimously, that SCPC should proceed with the purchase of 2nd MVAS and as such approved the issue of cheque for £350 as detailed above.</p>																																																																					
<p>Caretaker Appointment 2017/281</p>	<p>Unfortunately planned appointment had not taken place. A 20 hour contract plus cottage had not been popular and Councillors believed this should now be developed into a 37.5 hour a week position plus cottage. It would be appropriate that any past interests be updated on Council requirements but position would have to be advertised again. WIP.</p>																																																																					
<p>Parish Clerk – plans for retirement of present Clerk in 2018 2017/282</p>	<p>Parish Clerk had asked for this to be put on agenda. Had now completed 10 years in the job and would be 65 years old in the summer of 2018. Wanted to give as much notice as possible and retire next year. Has already advertised for people 'to register an interest' in the position and now keen to move toward formal advert for the post. BALC have provided specimen paperwork for the role. Pleased to confirm there is already interest. Ideally interviews in January for a 1st March start. BALC had suggested and PC agreed that there would need to be a long hand over. Present Clerk envisages having left by June. Newsletter for December would be appropriate</p>																																																																					
<p>Working Group update on activities 2017/283</p>	<p>Finance Balances at bank : c/a £73,689.30, tracker £21,027.70, Tennis account £5,506.66, Lloyds £50,000 and NSC's £5,298.05 The November cheque run includes:</p> <table border="1" data-bbox="443 981 1177 2027"> <tr> <td>105129</td> <td>NMP Audio</td> <td>PA System - fireworks</td> <td>£300.00</td> </tr> <tr> <td>130</td> <td>Doreen Weingart</td> <td>Reimburse for karcher filter bags – v hall (£23.50) and wreath for british legion (£25)</td> <td>£48.50</td> </tr> <tr> <td>131</td> <td>John Spencer</td> <td>Reimburse cost of buckets for firework night</td> <td>£57.38</td> </tr> <tr> <td>132</td> <td>Ultimate supplies</td> <td>Janitorial invoice 75273 (£5.35); 75193 (£126.36)</td> <td>£131.71</td> </tr> <tr> <td>133</td> <td>Fire Safety Services</td> <td>Risk assessment</td> <td>£522.00</td> </tr> <tr> <td>134</td> <td>Michelle Dench</td> <td>Village hall cleaning – weeks 23/10/17 and 30/10/17</td> <td>£102.00</td> </tr> <tr> <td>135</td> <td>E'on</td> <td>New lamp North End</td> <td>£912.00</td> </tr> <tr> <td>136</td> <td>Bunting and Co</td> <td>Tax and NI</td> <td>£ 234.00</td> </tr> <tr> <td>137</td> <td>Frank Mahon</td> <td>Reimbursement for cottage carpet cleaning (Roberts cleaning services)</td> <td>£50.00</td> </tr> <tr> <td>138</td> <td>Steeple Claydon Methodist Church</td> <td>donation</td> <td>£250.00</td> </tr> <tr> <td>139</td> <td>Steeple Claydon Youth Club</td> <td>donation</td> <td>£250.00</td> </tr> <tr> <td>140</td> <td>AVDC</td> <td>Eurobin</td> <td>£234.00</td> </tr> <tr> <td>141</td> <td>Bucks Playing Field Assn</td> <td>donation</td> <td>£20</td> </tr> <tr> <td>142</td> <td>Fresh DPS Ltd</td> <td>Firework posters</td> <td>£60</td> </tr> <tr> <td>143</td> <td>Linnell Bros</td> <td>Wood for repair fence off rec ground</td> <td>£185.82</td> </tr> <tr> <td>144</td> <td>OakPark Alarms Security</td> <td>Purchase of 2 new water fire extinguishers</td> <td>£175.20</td> </tr> <tr> <td>145</td> <td>Citizens Advice Aylesbury Vale</td> <td>!st October 2017 – 30th September 2018 – payment for outreach service</td> <td>£1500</td> </tr> </table>	105129	NMP Audio	PA System - fireworks	£300.00	130	Doreen Weingart	Reimburse for karcher filter bags – v hall (£23.50) and wreath for british legion (£25)	£48.50	131	John Spencer	Reimburse cost of buckets for firework night	£57.38	132	Ultimate supplies	Janitorial invoice 75273 (£5.35); 75193 (£126.36)	£131.71	133	Fire Safety Services	Risk assessment	£522.00	134	Michelle Dench	Village hall cleaning – weeks 23/10/17 and 30/10/17	£102.00	135	E'on	New lamp North End	£912.00	136	Bunting and Co	Tax and NI	£ 234.00	137	Frank Mahon	Reimbursement for cottage carpet cleaning (Roberts cleaning services)	£50.00	138	Steeple Claydon Methodist Church	donation	£250.00	139	Steeple Claydon Youth Club	donation	£250.00	140	AVDC	Eurobin	£234.00	141	Bucks Playing Field Assn	donation	£20	142	Fresh DPS Ltd	Firework posters	£60	143	Linnell Bros	Wood for repair fence off rec ground	£185.82	144	OakPark Alarms Security	Purchase of 2 new water fire extinguishers	£175.20	145	Citizens Advice Aylesbury Vale	!st October 2017 – 30 th September 2018 – payment for outreach service	£1500	
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146	T Fishlock	Emergency Repair central Heating	£85.00
147	E'on	Qtly maintenance street light charge	£613.44
148	David Griffiths	Rec ground maintenance	£481.75
149	HMRC	Tax and NI	£415.00

Wages paid electronically

Proposed Cllr Smith, seconded Cllr Hodges – Unanimous.

Clerk had prepared spreadsheet showing near completion of the finances for the firework night celebrations.. *Donations on the night were £2,597.40, light stick sales brought in £1,380. Awaiting sundry costs from Firers. Stock take last night had shown good supply of novelties remaining for future use. * donations would go towards all weather pitch.

Library

Automatic door fault – Cllr Price would look at with view to repair. Cllr Firth commended Pat Serle for the great work she had done in the library. Shelving for the porch area had been ordered. Other bookcases – awaiting quote. A new printer has been purchased for the library.

Recreation ground

Cllr Price confirmed it had been a quiet month but a meeting with other Councillors was due. Arranging for clearance of container – ongoing. – Cllr Smith and Weingart were meeting. There were old tressle tables and chairs which would need to be scrapped/removed. Metal stakes to be returned to tractor shed.

Village Hall and Cottage

Temporary cleaning arrangements working well. Hall booking system is operative and being overseen by Cllr Firth. Entrance system is working well with no issues – further fobs bought. Fire inspection has taken place and action points were being addressed. There had been some damage in the men's toilet area and this problem would be resolved. Cllr Mahon believed some hirers were not taking sufficient responsibility for securing premises. Hirers must be incentivised to take more responsibility. Where problems are identified they must be followed up by a representative of the Parish Council. Cllr Mahon will be put on the Booking system so he can monitor usage. Cllr Firth suggested there was a rota in the short term to cover the basics at the hall until new Caretaker was appointed. Alternatively PC could employ someone to open up and confirmed secure at end of nights bookings and probably lock the gate to deny entry to the property in the small hours. Cllr Firth asked that those with direct responsibility for the village hall work out a detailed action plan and implement. Clerk had provided an electronic copy of the fire assessment to all Councillors. Clerk would print out master list to be used by team with responsibility.

Communication and events

Cllr Firth wished to thank Cllr Spencer and the whole of the firework team for a magnificent show. There had been some very positive responses from Parishioners. A debrief meeting would be held next week. Newsletter entries discussed.

Hs2

The 4 parishes who share the £1m fund for their benefit because of Hs2. AVDC will be administering the fund and had called a meeting. Design approval of proposed Hs2 works first part of meeting and Parishes asked if they could have a role in the process. Much debate as to how the fund should be allocated. Some support for 25% split but alternative suggestions more in line with Parishoner numbers put forward. Hs2 mitigation scheme still not revealed and this would impact on decision making. Discussions to be continued. Afternoon meeting planned for last week had been cancelled at the 11th hour and would be rescheduled. Cllr Barrett gave detailed debrief of meeting he had attended at Waddesdon.

Planning Applications

Erection of building for vehicle repair garage business

Planning Application
Land Adj Herds Hill Steeple Claydon Buckinghamshire
Ref. No: 17/01132/APP

The Parish Council has already objected to this application which was now resubmitted with more accurate drawings. It saw no reason to change its response. Proposed Cllr Hodges, seconded Cllr Mahon

Conversion of public house into residential dwelling

Planning Application
The Phoenix Ph 11 Queen Catherine Road Steeple
Claydon Buckinghamshire MK18 2PZ

	<p style="text-align: center;">Ref. No: 17/04116/APP </p> <p>The Parish Council considered change of use from public house to residential dwelling with reference to the consultants report. The Parish Council had no objection. Proposed Cllr Hodges , seconded Cllr Barrett – in favour 6 with 2 abstentions. Carried.</p> <p><u>Outline application with access to be considered and all other matters reserved for a residential development of upto 110 dwellings, an A1 convenience store up to 280sqm and new D2 health facility.</u></p> <p>Planning Application Land Adjacent Addison Road Steeple Claydon Buckinghamshire Ref No 17/01010/APP</p> <p>More documents lodged showing where affordable housing to go. The Parish Council had already registered no objection to this application on 1st submission. Cllr Price felt that the Parish Council should be giving more attention to the amendments as they came due despite it being outline planning only. It was agreed that if necessary an EGM would have to be called to continue discussions.</p> <p>No further discussion took place.</p> <p>Neighbourhood Plan Update Referendum to be held on the 30th November.</p>	
<p>Matters of a confidential nature 2017/284</p>	<p>The public were asked to leave before this item on the agenda. Public meeting closed.</p>	