



STEEPLE CLAYDON PARISH COUNCIL

Minutes of Parish Council meeting on 02 October 2018

<p>Present: Cllr Paul Firth (in the chair), Cllr Frank Mahon, Cllr Doreen Weingart, Cllr Trevina Smith, Cllr Dan Price, Cllr Frank Spencer, Cllr Joseph Hodges (late arriving).</p> <p>In attendance: Hannah Holmes new Parish Clerk and twelve members of the public.</p> <p>The meeting was opened by Cllr Firth at 7.30pm</p>	
<p>1. Apologies Cllr Tony Barrett sent in his apologies, and will be at the next meeting.</p>	
<p>2. Declarations of interest</p> <p>Cllr Firth reminded councillors of the need to declare interest in any aspect of the meeting where they may have, or perceived to have a pecuniary or prejudicial interest in any matter on the agenda.</p> <p>Three planning applications are to be discussed</p> <p>2.1 - 2 Addison Road, - Ref. 18/03318/AOP Cllr Price noted they will abstain from voting.</p> <p>2.2 - The Malt House, North End Road – Ref. 18/03328/APP Cllr Weingart noted they will abstain from voting.</p> <p>2.3 - This one has come in since the agenda was published; 11A Queen Catherine Road, Ref.18/03308/APP Cllr Price noted they will abstain from voting. Andrew from AJR Accountants is here this evening to represent himself for any questions with regards to this application.</p>	
<p>3. Minutes</p> <p>With regards to the minutes of the meeting of 04 September 18 - Cllr Weingart wanted it noted that Cllr Dan Price actually abstained from voting on previous planning application; 3 Church View</p> <p>Cllr Firth stated that he has not yet written to Bovis Homes regarding the Promotional material published by Bovis Homes to support their current development which indicates that the land opposite their current development on North End Road is classified as 'potential future development'. This is in total contradiction of the Neighbourhood Plan and It</p>	<p>CLERK</p> <p>CLLR FIRTH</p>



<p>was RESOLVED that Cllr Firth will write to Bovis Homes regarding this matter before the next meeting.</p> <p>After that single amendment the minutes were RESOLVED as confirmed; having been proposed by Cllr Weingart and seconded by Cllr Smith with all members in favour.</p>	
<p>4. Chairman's comments</p> <p>Cllr Firth addressed the meeting with the following information:</p> <ul style="list-style-type: none"> • Welcomed Hannah Holmes as the new Parish Clerk • Noted that Cllr Firth and the Parish Clerk are signed up for a training course this month with regards to writing formal agendas and minutes and Hannah will be doing on-line Clerk training with ILCA & BALC • Cllr Firth reminded the Parish Councillors to look at the BALC training available – details will be emailed to the councillors. <p>This meeting was closed at 7.40pm and public participation was invited at this time.</p>	
<p>5. Public participation</p> <p>A Parishioner asked about the bench on the far side of the Recreation ground, it is tilted backwards – can it be looked at and rectified?</p> <p>He also requested why East Claydon Parish Council write monthly updated Parish reports in 'The Claydons' free magazine and Steeple Claydon does not appear to do so. Cllr Spencer asked if the parishioner would like to get involved in production and assured him that it is indeed regularly updated and changed around. Parishioner would not like to become involved.</p> <p>It was RESOLVED that going forward Hannah will be working with Cllr. Spencer on the communication strategy for the Parish Council .</p> <p>Cllr Hodges arrived.</p> <p>The public participation was closed at 7.50pm.</p> <p>Cllr Firth asked that if the parishioners who were here to discuss the planning applications would like it brought forward on the agenda for after Public Participation, they did, so it was agreed to be the next item and the meeting was re-opened</p>	<p>CARETAKER</p> <p>CLERK/ CLLR SPENCER</p>



8.6 Planning Applications and proposed developments

Cllr Firth brought this agenda item forward for discussion; he noted that the Clerk had sent letters of notification with regards to the proposed planning applications to the surrounding neighbours of both 2 Addison Road and 11a Queen Catherine Road

- **The Malt House, North End Road – Ref. 18/03328/APP**

Cllr Weingart noted she would abstain from voting.

This was the outbuilding/toilet block of the Old Sportsmen Pub.

- Single storey side extension and two storey rear extension.

Cllr Firth requested if any comments – none noted on website and none raised at the meeting.

Cllr Mahon proposed to support this application, Cllr Hodges seconded, all other Councillors were in favour. Cllr Weingart abstained.

It was **RESOLVED** that the Parish Council would Support this application

CLLR FIRTH/
CLERK

- **2 Addison Road, - Ref. 18/03318/AOP**

Cllr Price noted that he would abstain from voting

- Outline development of up to 7 detached buildings.

Cllr Mahon noted that a neighbouring Parishioner is concerned that they are a bungalow and their property will be completely overlooked so their privacy will be lost, particularly if there are six or seven two storey dwellings.

Cllr Dan Price and Cllr Firth advised that Parishioners go on the AVDC website and leave comments as these will then be taken into consideration by the planning officer at AVDC.

<https://www.aylesburyvaledc.gov.uk/search-planning-licensing-applications>

Cllr Firth stated there was very little detailed design information currently available and read extracts from the design statement which confirms that the proposed houses are two storeys.

Cllr Mahon noted that another Parishioner neighbouring the plot raised concerns about traffic congestion, parking on street and possible traffic accidents.

The Parishioners present also noted that they would prefer bungalows rather than two storey dwellings.

Cllr Mahon noted that AVDC were not advising neighbours about the proposed planning applications, it had only been the Parish Council who advised parishioners. District Councillor Chilver undertook to investigate why the yellow planning notifications have not been displayed.



<p>Cllr Firth noted that the Neighbourhood Plan made provision for small sites developments under 0.2 hectares with generally up to 5 properties per site. The Inspector did clarify that 5 is not a fixed number, there is wording to support flexibility.</p> <p>Cllr Mahon proposed the Parish Council Oppose the planning permission on; Design, Access, especially vehicle access and the impact on Taurus Close. Seconded by Cllr Smith, all other Councillors were in agreement that it should Opposed. Cllr Price abstained from voting</p> <p>It was RESOLVED that the Parish Council will Oppose this planning application</p> <p>Cllr Firth noted that the following application had been received since the agenda was written.</p> <ul style="list-style-type: none"> • 11A Queen Catherine Road, Ref.18/03308/APP <p>Cllr Price noted that he would abstain from voting. The Applicant Mr Andrew Richardson was invited to give a brief introduction regarding the proposed changes.</p> <ul style="list-style-type: none"> • Demolition of existing garage. Change of use to office and storage, construction of building in rear and link to existing office building. <p>Cllr Weingart asked if it was a single storey replacement development. It was confirmed that it is.</p> <p>Cllr Mahon noted that the planning permission had gone from Residential to Commercial, but that it was in the same footprint.</p> <p>Mr Richardson confirmed the proposed link section will be brick and glass looking onto the garden.</p> <p>Cllr Mahon noted that the existing garage building was currently in a dangerously bad state of repair.</p> <p>Parishioner Geoff Phillips asked about the access gap between that and neighbouring buildings – the slight shift on the plans indicates the gap would be there as required.</p> <p>Cllr Weingart proposed the Parish Council Support the planning application. Cllr Mahon seconded and all other Councillors in agreement. Cllr Price abstained from voting.</p> <p>It was RESOLVED that the Parish Council will support this application</p>	<p>CLLR FIRTH/ CLERK</p> <p>CLLR FIRTH/ CLERK</p>
<p>6. Correspondence (Parish Clerk) There was nothing requiring debate.</p> <p>Correspondence from Benji Smith / Bucks County Council with regards to footpath 3 will be passed onto Ivo as it is in the public domain Landowner is Jonathan Hall – via the Hall Trust</p>	<p>CLLR FIRTH/ CLERK</p>



7. GDPR

Cllr Barrett is away for this meeting but will update at the next meeting.

8. Working Group update on activities and recommendations:

8.1 Finance

Cllr Weingart has been doing the cheque run and detailed the following cheques which have been issued:

Noted to check if Dave Griffiths had cashed previous cheque – Cllr Hodges confirmed that he would investigate.

Clerk to check banking.

Noted to check if Angela Macpherson invoice for donation towards Library bookshelves had been done.

On-line banking is a priority for the Clerk. It was **RESOLVED** that the Clerk would go to Buckingham to set it up next week with a SCPC signatory.

Cllr Weingart suggested a three monthly update on SCPC total finances would be helpful.

It was **RESOLVED** that Cllr Weingart will run through wages with the new Clerk before next months are due.

Cllr Firth and Cllr Hodges thanked Cllr Weingart for her help this month.

CLLR HODGES

CLERK

CLERK

CLERK/ CLLR
FIRTH

CLLR WEINGART

Cheque No	Payee	Amount
105275	Alchemey Fireworks Payment agreed by all PC	£3900.00
105276	Spectrum -Library Cards	£114.00
105277	Mark Flynn Replacement cheque of 105273 (cancelled)	£250.00
105278	HM Revenue & Customs - PAYE	£159.32
105279	Simon Pindar Re-new Norton Security	£49.99
105280	EON Lighting ¼ Maintenance	£613.44
105281	Alchemy Fireworks Display Armistice Day	£540.00
105282	Quest Inv 733585 £35.48 Inv 733734 £8.71 (NB:Credit note issued so Clerk will take forward)	£44.19



Cheque No	Payee	Amount
105283	David Griffiths Grass Cutting	£590.70
105284	DM Weingart Frame for best kept village merit	£17.80
105286	World of Wood Book cases	£638.00
105285	Adam Graveley Skateboard park repairs	£236.22
105287	HCI Data Ltd Renewal	£84.00
105288	N.Osgerby Parish Council mobile	£60.25
105289	David Griffiths Sept grass cutting	£500.00
105290	J Spencer New letter box	£12.90
105291	Michelle Dench - cleaner	£48.00
	Standing Orders	
01/10/18	EON Library Electricity	£99.29
	BT A/C SM4934 3511 01296 730392	£201.32
28/08/18	EON Sports Pavilion	£67.44
11/10/18	EON Street Lighting	£1158.98
	Cheques Received	
19/09/18	Donation from Winslow Rotary Paid into Post Office	£319

These accounts were confirmed as an accurate record, proposed by Cllr Hodges and seconded by Cllr Firth.

8.2 Recreation Ground

Cllr Price stated that the main activity had been at the Skate Park, he would like to propose a formal thank you for the volunteers who did a fantastic job. The quality of the work done was excellent.

Cllr Firth noted that the post he put on the Steeple Claydon Facebook Forum had no negative comments.

Cllr Mahon wanted it noted he would like the council to formally thank Rayden Engineering for supplying the fencing free of charge.

Clerk



<p>The topsoil discussed last month has indeed been put on the grates in the Recreation ground, and it was looking a lot better.</p>	
<p>Terry on groundposts with Cllr Hodges - Cllr Hodges agreed to get some round posts for replacement of those removed in the Children's Corner.</p>	<p>CLLR HODGES/ CARETAKER</p>
<p>Memorial Clock - volunteer Pete Roberts has stripped back the mechanism and it can be working again for £50.00 which would include the LED lights. A small challenge is in place to get power back to it, Cllr Firth and Terry will investigate. The metre box is believed to be in there. The shed may need refurbishing. It was RESOLVED that the Parish Council approve this payment, Clerk to notify Pete.</p>	<p>CLERK</p>
<p>8.3 Village Hall, Library and cottage</p>	
<p>Village Hall - Cllr Smith confirmed the Village Hall is being redecorated from 17 December 2018 – 07 January 2019. This does not include the Library or the kitchen.</p>	<p>ALL</p>
<p>All hirers have been informed. Cllr Smith advised the Parish Council has yet to choose the colour scheme but the panels will be subtly picked out.</p>	
<p>The outstanding village hall invoices will be issued soon by Cllr Smith, Hannah and Terry.</p>	<p>CLLR SMITH/ CLERK/ CARETAKER</p>
<p>Cllr Firth and the Clerk will be discussing Booking Bug Cllr Smith asked if it not sorted by December 2018 could an alternative system be considered called 'booking the village hall'</p>	<p>CLLR FIRTH / CLERK</p>
<p>Library – Pat Serle was present and was delighted to report 187 Library members to date. There are also now 3,500 books out on the shelves to choose from. Cllr Weingart and Cllr Firth both congratulated Pat on its success. Pat thanked Cllr Weingart for her support, also Mr Weingart and the Rotary Club for their donation towards the new bookshelves and noted that she would like to formally thank Angela Macpherson for her contribution towards the new bookshelves.</p>	<p>LIBRARIAN</p>
<p>Cottage – The radiators are booked in to be flushed out.</p>	
<p>8.4 Communication and events</p>	
<p>Fireworks - Cllr Spencer advised that the village free firework display hosted by the Parish Council will be held on Saturday 10th November Posters to go up Facebook – has already been posted on the Forum, but will be again. SCPC website – poster is now on the home page and Fireworks page The free of charge banners have been ordered Novelties to be ordered 10% discount for over £500 spend has been extended for us in order to check</p>	<p>CLERK</p>



<p>in shed – spare keys were being held by Geoff Phillips Last year’s spend was £980, this year proposing £650 Memorial group can have a table on 10 November to advertise 11 Nov event. Cllr Mahon has applied for a temporary event notice for the bar Cllr Spencer will promote advertising and the memorial group</p> <p>Cllr Firth to write Clerk introduction for next months ‘Claydons’ magazine</p> <p>Cllr Smith noted that she was very proud to hear others speak of Steeple Claydon’s fantastic free firework display. Cllr Firth commented that the Parish Council are committed to continuing it.</p> <p>The 11th November is 100th anniversary of the end of the First World War and the Parish Council and War Memorial are co-hosting an event, consisting of a shower of poppy fireworks and the lighting of a beacon at 7pm A prominent advert has been placed in ‘The Claydons’ magazine.</p> <p>Cllr Weingart attended the opening of the War Memorial and reported that it was a very nice, well attended event</p> <p>It was noted that going forward the Parish Council will continue to support the War Memorial group where we can, as at the Firework display.</p> <p>Cllr Firth stated that he will draft a note to the War Memorial group that the Parish Council would like to congratulate them on their achievement and would be pleased to be supporting and working with them on 11 November Cllr Smith noted that she was disappointed that people felt the PC had not supported the War Memorial group when they have, the PC work under certain restrictions that they have to observe.</p> <p>Cllr Mahon wanted to check the PLI of the SCPC for the fireworks display</p> <p>8.5 HS2 and East West Rail</p> <p>HS2 - Cllr Firth advised very little progress has been made on HS2 main activities. The Parish Council will attend a meeting co-ordinated by AVDC with regards to distribution of funds. Cllr Firth hopes to be able to update the Parish in future meetings.</p> <p>Cheryl Snudden hosts regular drop in sessions and is planning on attending the December Parish Council meeting</p> <p>Cllr Hodges and Cllr Price stated their concerns with regards to the red and white cones along Addison Road – allowing no verge which for large farm vehicles and buses is difficult – they felt the pull-ins were not large enough to accommodate farm traffic or buses. Cllr Firth read out Cllr Angela Macpherson’s email which advised that Rod Black from Bucks County Council Highways Dept had reviewed it; the double stacking has been removed, but he had found the temporary speed limit was working, with no significant mud on the road</p>	<p>CLLR SPENCER</p> <p>CLLR FIRTH</p> <p>CLLR FIRTH</p> <p>CLLR SPENCER</p>
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<p>Cllr Firth noted that it is to be closed for a week, and that it is implied in the literature that the red and white bollards may be removed.</p> <p>East West Rail – Parish Council did respond to the Transport and Works Act with regards to the expected impact on village when they had the opportunity to make representation – date yet to be announced.</p> <p>Thursday 22 November – Cheryl Snudden is hosting another Information evening session at 3-7pm All of Parish Council to actively publicise</p> <p>East West Expressway – Announcement from the Government that the preferred route is the middle route – running parallel to East West Railway route</p> <p>Parish Council will follow this carefully; it is noted Bucks, Berks, Oxon Wildlife group have objected. John Chilver had no update until the final route has been decided.</p> <p>Cllr Firth noted this topic will be discussed at the next North Bucks Parishes Planning Consortium meeting that he is attending on Wed 24th Oct.</p> <p>Permission was given to Cllr Firth to contact Neil Homer to take forward how to continually review the neighbourhood plan, with a view to obtaining indicative costs for such work.</p>	<p>ALL</p> <p>CLLR FIRTH</p>
<p>12. Future agenda items</p> <p>Cllr Weingart wanted Vicarage Orchard mentioned in the next meeting for consideration in March 19.</p> <p>Previously - Cllr Barrett asked for the addition of a sub-item addressing traffic management, especially as work on the IMD starts.</p> <p>The meeting was closed at 8.55pm.</p>	

Signed.....

Date.....