



STEEPLE CLAYDON PARISH COUNCIL

Minutes of Parish Council meeting on 05 February 2019

<p>Present: Cllr Paul Firth (in the chair), Cllr Frank Mahon, Cllr Doreen Weingart, Cllr Trevina Smith, Cllr Tony Barrett, Cllr Dan Price, Cllr Frank Spencer, Cllr Joseph Hodges</p> <p>In attendance: Hannah Holmes – Parish Clerk and 13 members of the public.</p> <p>The meeting was opened by Cllr Firth at 19.31</p>	
<p>1. Apologies None received</p>	
<p>2. Declarations of interest</p> <p>Cllr Weingart / Cllr Smith / Cllr Price will all abstain from Planning Application 19/00293/AOP</p>	
<p>3. Minutes</p> <p>The minutes of the meeting of 08 January 2019 received no comments or amendments and were 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>Active month in the Village, not all of it positive. PC Graham Labrum attending the meeting will come under point 6 concerning youth problems. PCSO Alex Ridley was at the Library on Saturday 02 February – Cllr Mahon, Terry & the Clerk attended – no one else attended. Bus Shelter is moving forward. Vicarage Orchard is later on in the agenda. Bovis Homes are happy for a naming ceremony for the new streets. Cllr Weingart has photos from the relevant families.</p> <p>This meeting was closed at 7.36pm and public participation was invited at this time.</p>	
<p>5. Public participation</p> <p>Notice was read out regarding the new Vicar Reverend Rickey Simpson Grey – he will be licensed on Tuesday 12 March at St Michael’s Church at 12.30, all welcome.</p> <p>Parishioner 1 – What is the process regarding planning applications? Cllr Firth explained AVDC send them to the Clerk, SCPC look at it at them at the PC monthly meeting and we then respond to AVDC with our comments and feedback within a set time frame.</p>	



<p>Notices were placed on a fence by SCPC – parishioner 1 received no personal invite to PC mtg – she had not got monthly Claydon’s magazine yet either – thought she received AVDC notification first.</p> <p>Cllr Firth clarified that no AVDC case officer has been appointed as yet. No yellow notice has been put up by AVDC – it should have gone on lampposts to let nearby people know. SCPC are going to develop a policy at March meeting. A personal apology for any upset caused had been sent by Cllr Firth.</p> <p>Parishioner 2 – wants to discuss village youth later.</p> <ul style="list-style-type: none"> - Regarding dog poo – feels a poo-bin is required to be put on the corner of St Michael’s Way/Buckingham Road - Terry would like an additional one for the Recreation ground by the Florence Nightingale Clock gate - Dog warden; It was agreed the Clerk is to contact regarding them being more active in village <p>John Chilver – Regarding recent parishioner query about the footpath along North End Road – AVDC response, section 278 agreement – hoping it is to be delivered in next 4/5 months.</p> <p>Cllr Firth added that it is currently holding up some affordable housing conveyancing.</p> <p>Cllr Mahon – Chairman of the allotments – a 25 year lease has now been signed with Claydon Estates for the allotments.</p> <p>The public participation was closed at 19.46pm .</p>	<p>Cllr Firth</p> <p>Clerk / Caretaker</p>
<p>6. Action4Youth & Police</p> <p>PC Graham Labrum</p> <p>The PC has been asked by the Police to oversee an 18yr old male youth from the village who has admitted arson at the skate-park.</p> <p>SCPC to set him up to 20 hours of voluntary tasks – he is aware if he doesn’t fulfil these the Police will then caution him on record with arson.</p> <p>It’s an agreement between Police and the youth. No timescale.</p> <p>No supervision requirement. Cllr Firth happy to be engaged to supervise him.</p> <p>Cllr Mahon expressed concerns about one on one situations.</p> <p>PC Labrum responded, he has no known history of violence. This has proven very beneficial at being an effective deterrent to re-offending.</p> <p>Parishioner 2 NR – is happy to help supervise the youth.</p> <p>Action4Youth representative Emily Davis noted she has previously worked with restorative justice and feels that this is a very positive thing.</p> <p>Cllr Price requested suggested suitable ideas from all attending as PC was present to advise;</p> <ul style="list-style-type: none"> • Weeding around Village Hall / Library • Gardening at Vicarage Orchard – SCPC to provide PPE if required. • Litter picking down the Rec and around Village. • Weeding at old tennis courts 	<p>Cllr Firth</p>



- Paint shed down Rec
- Churchyard monthly volunteer

SCPC agreed they will choose a few suitable jobs and liaise with the youth to arrange this.

PC Graham Labrum – Reported some relevant crime information. From beginning of 2018 to today within Steeple Claydon 67 crimes have been reported. Of named offenders and suspects only 2 were under 18. Youth related incidents i.e. antisocial behaviour – in last 12 months there have been 22 reports. A very few people can have a big impact in a small place.

The Police have schemes such as the yellow and red card initiative for youths. If you repeat offend within six months of receiving a yellow card you automatically get a red card. This can mean restrictions of where they can go can be put in place. Police liaise with their parents.

Cllr Smith asked to clarify that the hall, a public building – if it is not in use we have a locked gate and therefore if youths are then climbing over the wall - are they indeed trespassing?

PC responded; Yes – it alone is not a criminal act, it would be for the civil court, but it becomes criminal if they damage any property.

If they enter the building and do damage inside they are then committing burglary.

Cllr Firth noted that SCPC does not currently take an active position for youths; therefore we are interested in how Action4Youth can help us. Emily Davis stated A4Y are a Bucks Charity providing positive opportunities for young people to help them achieve. Affiliate for local youth clubs such as the SCYC junior group. She has been speaking to Nisha Roberts who is interested in setting up a senior youth club in Steeple.

Nisha Roberts; For the last two weeks has been walking around the village speaking to local youths aged around 12 to 18 about a YC idea.

15yrs+ say they wouldn't come to a YC.

Under 16s don't want older youths around; say they feel uncomfortable around them.

Regarding littering around the Pavilion – she has spoken to them sternly about that - they say they can't see the bins in the dark.

They would ideally like the Pavilion readily available to them – somewhere lit and sheltered – but that carries safeguarding/arson issues.

Cllr Smith mentioned that 20 years ago – exactly same conversation was had. NR said the current supplied teenager mushroom is not sufficient.

PC Labrum commented on local teenage shelter spaces, they were being used for drugs/alcohol in Buckingham, so the town council took away the sides, leaving only the roof. Once you can openly see in it, the illegal activity stopped.

PC Labrum and NR stated the older youths may appreciate it if the PC provided bench/es at the Pavilion, with lights/wifi on until 9pm.

CCTV has recently been upgraded at the Pavilion.

NR said that the youths could fundraise /get matched giving – it shows willing.

Cllr Firth



<p>Cllr Price advised the SCPC to own the benches so we can remove it if required. SCPC have the right to remove it from the PC property if required. Cllr Smith asked NR to speak to the youth/s and find out if this is appealing to them and report back in March's meeting. Cllr Firth asked Emily about A4Y helping with resources / funding, NR can contact her. PC Labrum noted if you want to report a crime in progress – call 999 even if just jumping the railings or drug smoking – it is still a crime in progress. Retrospective reporting; please use TVP website to register on-line – it is monitored so you can request immediate response if required https://www.thamesvalley.police.uk/</p>	
<p>7. Clerk's Report</p> <p style="padding-left: 40px;">a. To receive a summary report from the Clerk of all significant activities and correspondence since the last meeting</p> <p style="padding-left: 80px;">i. Spinney letter & resolution by Cllr Firth</p> <p>Cllr Firth updated – It was agreed the Clerk will contact AVDC and VAHT regarding who looks after the Spinney going forward. It was agreed the Clerk would ask Parrott & Coales about consolidating title deeds for Rec Ground into one parcel of land.</p> <p>Summary of Clerk activity – January 2019</p> <ul style="list-style-type: none"> • Meeting on 14.01.19 with Cllr Weingart, Cllr Smith, John Lamb and Geoff Phillips regarding Fireworks – summary notes by Clerk sent to SCPC • Meeting with N.O. 30.01.19 regarding internal audit preparations /reserved funds/ streetlights • Sat in on Councillor interviews 17.01.19 and 20.01.19 • Attended Have Your Say Day on 02.02.19 with PCSO Alex Ridley at the Library <p>Administration</p> <ul style="list-style-type: none"> • Set-up On-line Banking – Business Account • Preparation of monthly transactions for February meeting • Prepared monthly invoicing for Village Hall for January 19 • Reconciled Accounts with December 18 spend • Arranged pre-audit meeting with Melanie Rose (Thursday 28 Feb at 10am VH) <p>Hall</p> <ul style="list-style-type: none"> • Repaired noticeboard • Filing cabinets completed • Deeds query • Spinney Correspondence <p>Other</p> <ul style="list-style-type: none"> • ILCA on- line course – Gained First Clerking Qualification in January • January Minutes • January Action Point list 	<p>Clerk</p> <p>Clerk</p>



<ul style="list-style-type: none"> • February agenda • January Wages • On-going email correspondence 	
<p>8. Councillors</p> <p>Co-Option of Councillors – paper democratic BALC approved ballot. SCPC have agreed a minimum threshold of 3 votes is required in order to be elected.</p> <p>Paul Hammond will be invited to be a councillor at the March meeting. Unfortunately neither Tony Carroll nor Lesley Ayres received the threshold of three votes.</p> <p>It was agreed we will discuss future co-option of councillors in March agenda.</p>	Clerk
<p>9. Street Lighting</p> <p>To receive summary from the clerk regarding the current status of reported streetlight faults and consider proposals for future street light management.</p> <ul style="list-style-type: none"> • Reported 1x broken street lights in the last month • Total of 20 reported since 10.10.18 (x3 in 2019) • New lanterns on Queen Catherine Road, Victory Road, Buckingham Road on 17.01.19 • New lantern and connection on North End Road on 18.01.19 • New lantern on Meadoway/Sycamore Leys on 30.01.19 • Clerk Request getting Village streetlight Eon Audit for £250/£300 • Numbering query - £7 per pole (C.£1,200.00) or we can do it ourselves after audit and inform Eon <p>See Clerk agenda notes.</p> <p>Cllr Tony Barrett offered to lead Streetlights team</p> <p>Audit of streetlights agreed.</p> <p>It was agreed and RESOLVED the Clerk will arrange an Eon Parish Audit.</p> <p>It was agreed and RESOLVED that the Caretaker/Cllr Barrett/Clerk will co-ordinate a numbering register and Caretaker to number poles.</p> <p>Cllr Smith proposed, Cllr Price seconded.</p>	Clerk Cllr Barrett Caretaker
<p>10. Working Group Update on activities and recommendations:</p> <p>a. Finance</p> <p>i. To approve the payments listed in the cheque run for the month</p>	



Payee	Details	Chq Number	Category	Gross
Geoff Phillips	LED bulbs/ craft knife / gaffer tape	346	Misc? / Fireworks 18	£29.44
Hannah Holmes	Stamps / laminating pouches /	347	Misc	£69.73
Pat Serle	Bookends / paper	348	Library	£44.46
Terry Levitt	Janitorial supplies / cctv cameras	349	Hall	£270.70
Paul Firth	Reimbursements various 2018 see expenses form	350	Misc	£1,305.45
Quest	Janitorial mops/ handle/ air wedge	351	Hall	£8.73
Oakpark	1x new water fire extinguisher	352	Hall	£70.80
BALC	2x Good Councillor Guide	353	MISC ?	£12.00
Hannah Holmes	wages	Electronic	Wages	£
Terry Levitt	wage	Electronic	Wages	£
HMRC	PAYE	354	Wages	£184.64
Winslow Community Bus	Annual Donation agreed at Jan 19 mtg	355	Misc	£50.00
AVDC	quarterly waste collection and rental	356	Misc	£102.30
Sasse	Janitorial supplies	BACS test	Hall	£68.76
Eon	Elec for Library	D/D	Library	£142.74
Eon	Elec for Pavilion	D/D	Pavilion	£183.25
Village Networks	Internet for Library	D/D	Libray	£30.00
Village Networks	Internet for Pavilion	D/D	Pavilion	£30.00
				£4,873.61

Cllr Smith read them out.
 These were confirmed as an accurate record, proposed by Cllr Hodges,
 Seconded by Cllr Mahon

ii. On-line banking – see Clerk agenda notes

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. It was **RESOLVED** to go ahead with the BACS system as agreed. All in favour. Proposed by Cllr Hodges, Seconded by Cllr Barrett.
 It was agreed that Cllr Smith will also sign the on-line banking mandate

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

Cllr Price reported he has contacted Wicksteed regarding the quoted repair

Clerk / Cllr Smith



labour costs being high. He has negotiated that we are getting all of the work done and only being charged the labour cost for the roundabout repair.

- Works to replace bearings on roundabout
- Fixings for Storm Multi Play Unit
- Cradle Seats
- Button Seat and Chain Assembly for the Cableway
- Fixings for the Tropica Unit
- Wetpour Repair

Labour - £720.00

The understanding is that if the spindle is worn and does need replacing this will be done at a later date with an extra cost for labour. Up to £1K.

We are looking at an approximate due date of 4-6 weeks.

Cllr Price noted the Co-Op had previously agreed to buy a bin for the Rec last summer- it has not yet been received. It was agreed Cllr Firth to pass on contact details and the Clerk to chase.

Clerk

Cllr Price raised the Grids at gates of play park which recently had work done – replacement of section of railings on Meadoway had been agreed previously with John Dearn – requires follow up as not been done.

Cllr Smith agreed to contact John Dearn

Cllr Smith

Gate & Post North End Rec raised via the Caretaker the post is rotten and the big gate is broken.

Cllr Joseph will kindly donate a galvanised post possibly a gate too.

Cllr Price asks who does the work – it was agreed Cllr Smith will ask about John Dearn for a quote for repair.

Cllr Smith

Regarding Florence Nightingale Clock power Terry updated us that the meter is now in – Sean Cox to put in sockets – from 10am tomorrow

Cllr Firth would like a ceremony to celebrate the new clock and lights – inviting both Peter Roberts who repaired and Nicholas Verney – in the evening to celebrate the lights.

Cllr Firth

c. Village Hall, Library and cottage

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

Cllr Smith has replaced the HRH picture which is now up in the hall.

Regarding the outside decoration of the hall, this is booked for August & September, we have decided that rather than having the scaffolding up twice to do the sills this would be done when the exterior scaffolding is up and replace rotten wood outside. Work should take two weeks, weather permitting. Costs were agreed at £6k up to another £2k maximum allowed for wood replacement.

Decorator has recommended we have no week-end parties at the time. Clerk to block out for that time, daily bookings is fine – Clerk to notify regular users it is happening.

Clerk



<p>AED awareness is now booked and happening on 7.30pm at the Library Thursday 28 March, it will be advertised in the Claydons Magazine. Library phone is now replaced with a VOIP phone, but the number will remain the same.</p> <p>Cllr Weingart and the Clerk would like to show the History of the Village Hall photo's, Clerk can scan them in and put on display in the Bar. The photos may be moved from the kitchen to be on better display.</p> <p>Bus Shelter ready for delivery – holding us up is getting the hardstanding done to their specifications. Cllr Smith has contacted Bovis homes / Adrian Hastings / Deborah Pinner.</p> <p>Cllr Smith has requested Bovis put the hardstanding down or donate towards the cost of getting hardstanding done.</p> <p>Quotes from the 2. Companies with the relevant specification details. One level hardstanding – will then bolt the shelter to it.</p>	<p>Cllr Firth</p> <p>Cllr Weingart / Clerk</p> <p>Cllr Smith</p>
<p style="text-align: center;">d. Communications and Events</p> <ul style="list-style-type: none"> i. To receive report from the Communications and Events Working Group ii. Update regarding 2019 Fireworks Display <p>Fireworks meeting update from Cllr Smith and Cllr Weingart. Clerk has sent round the meeting minutes from it. Highlights are; Date chosen – Saturday 02 November 2019 More stewards are required.</p> <p>Disappointed with 2018 catering and bar was only open 6.30pm – 7.30pm Cllr Firth will add to Claydon magazine to request interested catering/bar people to contact Cllr Smith</p> <p>Cllr Smith is keen for a complete of stocktake of remaining light sticks so we can order more in earlier to save money.</p> <p>Collection buckets, Cllr Weingart would like them adjusted so you can put notes in more easily.</p> <p>Cllr Barrett agrees we need to move merchandise from gate – be nice if we had posters stating this is a donation only event/ requires better marketing</p> <p>Cost of three fireworks training courses – Glenn at Fantastic Fireworks will kindly pay 50% towards the costs. £225.00 Proposed Frank Mahon, Seconded Tony Barrett, all in agreement. It was RESOLVED we will pay £225.00 cost of the three courses.</p> <ul style="list-style-type: none"> iii. Enchanted Cinema event – Cllr Mahon - see Clerk agenda notes <p>Cllr Mahon has contacted the company to investigate further. The costs and format were discussed. It was agreed that due to high costs and potential for bad weather the PC were not interested in taking this forward.</p> <ul style="list-style-type: none"> iv. Jazz in the Village event – Cllr Mahon – see Clerk agenda notes 	<p>Cllr Firth</p> <p>Clerk / Caretaker</p> <p>Caretaker</p>



Details in the clerk's agenda notes – musicians put on a concert on a profit share basis. 80/20 in favour of musicians. It was discussed and agreed that the PC are not interested in taking it forward.
Cllr Mahon said he may take it forward personally as a Charity event.

e. Planning

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

Planning Applications;

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

Parishioner Comment read by Cllr Firth – Mrs Setter

'Originally no house was built here because it was on a corner and could affect drivers seeing what was coming up and down the road. Now, because of all the vans and cars parked all down the road, the corner has become dangerous as drivers are unable to see any oncoming traffic. Causing several near misses.

This will just make things even worse. There seems to be only one off road parking space for each house. Considering there is liable to be four of more vehicles are they going to be parked all round the corner?

For safety reasons I do not think this plan should be passed.'

AVDC have not advertised it as it currently no case officer – so no yellow notices etc. Due to the PC notice we have had one response and the applicant attending the PC mtg.

Applicant clarified it is a 2 bed and will come with its own two parking places. The road safety and line of sight was discussed and felt not to be a risk it was agreed it has been designed in keeping with the other terraces.

Cllr Firth proposed no objections, Seconded by Cllr Mahon

It was **RESOLVED** we will propose No Objection

Abstained; Cllr Weingart / Cllr Smith / Cllr Price

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

It was discussed and Cllr Joseph Hodges proposed no objection

Seconded by Cllr Barrett It was **RESOLVED** we will propose No Objection.

Abstained Cllr Weingart

Clerk

Clerk

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



<p>HS2 – The advanced mass vegetation clearance works notice through to PC today and Village wide. The most intrusive works to date. Every hedge to no more than 100mm every tree to no more than 300 mm. There is an urgency to get it done before nesting birds in March. Cllr Hodges is losing 100 mature Oak trees off his land.</p> <p>Cllr Firth has written to Advanced works contractor Fusion about helping with Vicarage Orchard – has received no response from Simon Griffiths, going to chase it up with Cheryl Snudden.</p> <p>EW Rail and expressway – SCPC not getting involved with the expressway, but there is a planning enquiry for EW Rail in February which Cllr Firth will attend.</p>	<p>Cllr Firth</p>
<p>12. Vicarage Orchard</p> <ul style="list-style-type: none"> 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. <p>It is looking hugely improved, do pop along and visit if you can. The hedgehog habitat is coming along nicely.</p> <p>Deeds – Solicitor fees to register the x4 deeds they hold for SCPC for the Recreation Ground in excess of £1K. It was agreed that we will precept for this amount for next year. Can the deeds be consolidated into one title – it was agreed the Clerk will check.</p>	<p>Clerk</p>
<p>13. Future agenda items</p> <p>Land registry of Vicarage Orchard</p> <p>The meeting was closed at 21.34pm.</p>	

Signed.....

Date.....