



STEEPLE CLAYDON PARISH COUNCIL

Minutes of Parish Council meeting on 01 October 2019

<p>Present: Cllr Paul Firth (in the chair), Cllr Doreen Weingart, Cllr Tony Barrett, Cllr Joseph Hodges, Cllr Paul Hammond, In attendance: Hannah Holmes – Parish Clerk and 8 members of the public.</p> <p>The meeting was opened by Cllr Firth at 19.32</p>	
<p>1. Apologies Apologies received from Cllr Trevina Smith, on holiday Cllr Mahon and Cllr Macpherson are currently at the Cllr HS2 session at Calvert – so they will be late into the meeting</p>	
<p>2. Declarations of interest Cllr Weingart has a reimbursement cheque in monthly cheque run.</p>	
<p>3. Minutes Circulated and published on-line in draft minutes – Cllr Barrett proposed that they be approved as a true representation of the meeting; this was seconded by Cllr Price – all other Cllrs who had been present agreed.</p>	
<p>4. Chairman’s comments Winter is now drawing in, thanks for coming, we have a fairly full agenda, I will try and keep things moving along. This meeting was closed at 19.35pm and public participation was invited at this time.</p>	
<p>5. Public participation Parishioner 1 – Regarding EWE – Is there going to be a meeting arranged about informing villagers what is happening? Signs at village entrances? Cllr Firth –There was indeed a mtg in Winslow on 11 Sept – Chris Coombes went to meeting and made notes and passed feedback to Cllr Firth – it is an agenda item. Some action groups are getting motivated. Concerned that some villagers are not aware. Check NEG website for purchasing signs into and out of the Village - Clerk to do Parishioner 2 – Observes there are not visible communications from PC - Relating to when PC meetings are and updates on the Village – suggests a communications resource required. Clerk pointed out it goes on PC noticeboards and in the free monthly magazine that is delivered to every house in the Village; and the PC website is updated every week. Parishioners were invited to help the PC go forwards with this, but no volunteers. Cllr Firth agreed we do indeed need a Communications Councillor, who has specialist knowledge in how to best do this. No Facebook presence – Cllr’s will discuss this as it is on the agenda. In future can then post on SC forum that website has been updated. Can then create PC mtgs as an event. Parishioner 3 - PC had no objection to new property being constructed on the Island. Plans appear to have been modified to some extent – fence erected – not shown on AVDC website – P3 has examined vision splay – it was found wanting with fence in position as it is currently. Cllr Firth noted that SCPC have no authority – SCPC will write to AVDC and BCC highways dept. Regarding the visibility issue. P3 - Response received from AVDC officer – highways not involved as property not yet built. P1 – Is concerned regarding parking at the end of the Island. Parishioner 4 – A public thanks to SC PC – and Cllr Paul Hammond for help at the Big Pic-Nic recently</p>	<p>Clerk 16.10.19</p> <p>Cllr Firth / Clerk</p>



<p>organised – it was a fantastic success with 70 people</p> <p>The public participation was closed at 19.49pm.</p>	
<p>6. Clerk’s report</p> <p>a. To receive a summary report from the Clerk of all significant activities and correspondence since the last meeting</p> <p>Appendix 1</p>	
<p>7. Street Lighting</p> <p>Investigated costs of lamp post stickers as per Mundsley PC – propose with +£600.00 annual savings made by recent signing to Power Package can we pay £650 for x155 stickers and some jubilee clips for relevant poles. Will present full cost to PC once known. PC agreed in theory and will wait for costs approval.</p> <p>To do walk around and visit/photo each pole – on-going with TL & TB</p> <p>Reported x3 for repair this month:</p> <p>Outside 9 Vicarage Lane / Meadoway by Old School House / Outside Turnstone on North End Road.</p> <p>18 reported so far in 2019</p>	
<p>8. Neighbourhood Watch</p> <p>Cllr Mahon introduced the New SCNW, unfortunately David Cummins cannot attend so Andy Young has come along to speak to us.</p> <p>Started 2 months ago, first meeting at the Prince pub – publicity was based on personal Facebook invites sent out by them.</p> <p>Try and start something and build from there – Facebook SC Neighbourhood Watch – has some x39 members already.</p> <p>Wants to know how can the PC support SCNW?</p> <p>SCNW have submitted an article for this month’s Claydon’s magazine</p> <p>Have asked the Police for assistance – that is moving forwards slowly.</p> <p>Monthly meetings – want to arrange more in future and advertise this.</p> <p>Events on Facebook – reminders to the NW group</p> <p>Can SCNW utilise village hall for regular bookings – Clerk explained hall is currently very busy but asked them to check the on-line diary via the SCPC website to see if there was any availability they may want, especially at week-ends.</p> <p>SCNW want to get flyers out to be delivered around the village.</p> <p>Noticeboards – Clerk noted he is welcome advertise on the 6 around the village.</p> <p>They feel they have ideas for an effective neighbourhood watch.</p> <p>SCNW liaise with Police going forwards on each reported incident.</p> <p>Training to be given during SCNW meetings.</p> <p>Cllr Weingart noted there had been a SCNW previously.</p> <p>Thought that each NW member had paid a subscription to help cover costs?</p> <p>Fundraise? Apply to the local Community Fund? Apply to Cllr Macpherson for any relevant BCC funding?</p> <p>NW is an Established organisation – SC not yet registered on NW website by AY</p> <p>Different grades of NW are available.</p> <p>AY noted that Calvert has a NW as does Buckingham.</p> <p>Wants to recruit at least one person on each street going forwards.</p> <p>Cllr Firth re-capped that this is a formal initiative, what did Cllr’s think?</p> <p>Cllrs felt that; Great to have one in the community. Increase security around the village.</p> <p>Branding has been tried and tested.</p> <p>Communicate going forwards – please do keep the PC in the loop and if there is any support we can</p>	



<p>offer. Cllr Firth would like to join SCNW SCPC are in support of this as an initiative in the Village.</p>	
<p>9. Working Group update on activities and recommendations:</p> <p>9. a Finance</p> <ul style="list-style-type: none"> i. To approve the payments listed in the cheque run for the month ii. RFO Quarterly Report iii. Monthly proofing signed off <ul style="list-style-type: none"> i. Appendix 2 ii. RFO report - Copies given to each Councillor iii. Proofs checked and signed off by Cllr Weingart <p>These were confirmed as an accurate record, proposed by Cllr Mahon and seconded by Cllr Barrett Clerk was asked to investigate the British Gas bill</p> <p>9. b Recreation Ground</p> <ul style="list-style-type: none"> • Report from the Recreation Ground Working Group <p>Appendix 3</p> <ul style="list-style-type: none"> • Footpath update – work commenced 16 Sept – Vandalism discussed. CCTV discussed. • Damage to flooring in Children’s Corner – Discussed buying kits and PH and Caretaker to repair. • Clerk to note maintenance Tractor Service due to arrange <p>S106 monies for Rec Ground /Skatepark / MUGA meetings planned to move project forward Cllr Firth updated on research done on Michael Carter, and meeting held, he is very experienced. We contacted his references and discussed standing order provisions, very positive responses, a formal proposal will be planned for the next meeting. Cllr Barrett asked about ideas about the Village Consultation regarding this, Cllr Hammond responded we would advertise a drop in event at the school and at the hall. Cllr Barrett, would like to do one large scale village consultation on how we progress village facilities/growth/communication. Cllr Price advised if we paid funds to arrange one, but if we had a low response rate – what response rate would we need to go ahead, how do we measure / monitor? Cllr Barrett noted should we ask more questions, the only issue is timescale – as pressure to upgrade the Rec asap and start that consultation. Cllr Price noted that people don’t realise the timescales with regards to some finances can take to move through the various channels.</p> <p>9. c Village Hall, Library and cottage</p> <ul style="list-style-type: none"> • Report from the Village Hall Working Group – Cllr Weingart noted PH/FM/TS have been busy in the last month. • Kitchen update. Cllr Smith has gone out for three quotes. Clerk noted the quotes must come directly to the Clerk not via a Counsellor. Cllr Mahon noted we had previously decided no works to go ahead before Christmas. Cllr Firth is keen to see the specifications/designs /proposals for the kitchen plan. <p>9. d Communication and events</p> <ul style="list-style-type: none"> • Report from the Communications & Events Working Group- Cllr Firth with Claydon magazine 	<p>Clerk 16.10.19</p> <p>Clerk/ Caretaker</p>



<p>and Clerk on website. Cllr Barrett noted the two busiest people on the team are in the Communications team and commented that should we consider paying someone to support the communications team?</p> <ul style="list-style-type: none"> • Clerk requested to replace a new noticeboard for the Recreation Ground – Clerk to get quotes. • Facebook – Cllr Weingart. Cllr Firth noted Clerk has done background research via BALC and other PC's, there needs to a lot of preparation work, social media policies, Cllr training on it, a leader and owner of it, but we are struggling for resources. Cllr Firth asked PC to look through documents supplied by Clerk for next month meeting. Cllr Hodges advised we need to be carefully managed. Quorum agreement would need to be discussed. Cllr Barrett felt we should ask the village to find someone to support PC communications activities. • Fireworks – November 02 2019 	<p>Clerk 14.10.19</p>
<p>Final mtg to come regarding Fireworks and catering Clerk and Cllr Firth suggested we might give a flyer out then regarding Skate Park/MUGA planned consultations and funds collected to date. Cllr Firth will add to November Claydon's magazine article to encourage donations/contributions Provided FOC by SCPC as a community event S137 pays for it Litter pick planned afterwards. Clerk requested if anyone present would like to marshal? Older Scouts?</p> <p>9. e Planning Applications and proposed developments</p> <p>i. To review the following planning applications;</p>	<p>Clerk 14.10.19</p>
<p>19/03352/AAD - Land Adjacent Addison Road Steeple Claydon Buckinghamshire Advertising board COMMENTS REQUESTED BY:- 15 October 2019 No objections to retrospective notice board agreed by all present.</p> <p>19/03404/AOP - 2 Addison Road Steeple Claydon Buckinghamshire MK18 2PP Outline development of up to 5 detached dwellings COMMENTS REQUESTED BY:- 18 October 2019 It was agreed to Object as insufficient information. Comment sent as below: Steeple Claydon Parish Council reviewed this outline planning application at its meeting on 1st October 2019. The council accepts that there is provision under Policy SC1 for this type of infill development with the additional provision that 'Buildings should be no higher than the adjoining or surrounding buildings, in keeping with the character of the village, unless special circumstances can be demonstrated to show there will be no adverse impact on the character and appearance of the area.' The council considers that 'adjoining or surrounding buildings' would include the single storey bungalows in Taurus Close and that their form should be considered in any proposed design. The council is also concerned about the impact of the development on road safety. Vicarage Lane is one of the village's main roads with a high proportion of on-street parking, particularly close to the junction with Addison Road, restricting sight lines for drivers. A new junction on Vicarage Lane would reduce the availability of on-street parking areas, causing problems further along the road. The council notes that there is no information regarding the proposed development and therefore resolved to object to the application due to lack of any detail. Proposer Cllr Mahon, Seconder Cllr Weingart</p>	<p>Clerk 14.10.19</p>



<p>Cllr Price abstained. All other Cllr's were in agreement.</p>	
<p>10. HS2 / E-W Rail / E-W Expressway - Any updates</p> <ul style="list-style-type: none"> i. Update from EW Expressway meeting in Winslow Hall on 11 Sept ii. HS2 Update on works in Steeple Claydon iii. HS2 community drop in - 17th September (cancelled), revised date Tuesday 22nd October at Steeple Claydon Village Hall 16:00 to 20:00 <p>Cllr Macpherson sends her apologies – Cllr Mahon informed the meeting that on wed 18 Oct AVDC passed a motion to oppose EWExpressway Cllr Macpherson requested that Clerk send her agenda on email before mtg. Cllr Firth noted that there is currently no information in the public domain of consultation of where road is actually going. Certain Councils have signed a confidentiality agreement with Highways England which means they are party to certain additional information, more than we are. Neither AVDC nor Bucks CC have signed it. Winslow recent consultation event. A Map was shown, but there are no confirmed details. However this is great threat to the village. SCPC have agreed to fight it. Which are the good anti-organisations to support? – Any advice appreciated. Cllr Firth asked; Can we find a champion in the village – A Cllr and parishioner would be ideal... Cllr Firth noted he would be happy to put a note on the SC Facebook forum – with a request for a EWE Champion. No objections received.</p> <p>HS2 – Cllr Mahon gave a summary on a heated meeting HS2 will get back to us with answers to our questions. Quoting Royal Ascent to continue the De-veg, some for utilities, some for ground work investigation. De-veg on Cllr Hodges land to start on 03 October – AVDC have given notice to close footpath with immediate effect No access after 03 Oct.</p> <p>Cllr Mahon felt it was all old scripted information from HS2 – noted that they have cancelled the last 2 local community engagements. Cllr Macpherson is also asking questions Regarding the Location of the batching plant – It should be at Calvert Old Station – but it's currently under review. Regarding the 500 acres of SC agricultural farmland and woodland – what is the minimum they will take out this year – they say that come next Spring they may have to take even more land as they design and build and amend as they go. Cllr Hodges – noted he met HS2 today noted that at the moment there was some small reduction of his land being de-vegged. Cllr Hodges noted he didn't think HS2 were starting on 03.10 on his land. EWRail – Cllr Firth noted that regarding the spinney – and why did they have to come into village this way – SCPC had raised an objection at the time – bring in through Calvert – but now they can't as that road is now going to be closed due to HS2 – as same timing. But if HS2 does not go ahead that may change.</p> <p>Mahon – noted that HS2 have got the contract for the banking works for EWR</p>	<p>Clerk</p> <p>Cllr Firth</p>



<p>11. BCC Unitary Updates – Headlines from Clerk – all articles in News section of website.</p> <p>We did respond to the consultation of proposed areas and community boards – SCPC concern was we were in an amorphous area – think we should be with either Buckingham or Winslow – SCPC to lobby through Cllr Angela Macpherson</p>	
<p>12. Vicarage Orchard</p> <p>i. Any updates. Choose opening ceremony date as sign now in place.</p> <p>Clerk to speak to Duncan – Saturday morning to set a date for opening ceremony.</p> <p>Meeting was closed to the Public at 21.02pm</p>	
<p>13. Matters of a Confidential Nature – Cllr Mahon</p> <p>a. HR etc. – members of the public will be asked to leave prior to this item.</p>	
<p>14. Future agenda items</p> <p>Nov meeting - Cllr Barrett – Village Fete plans 2020</p>	

Signed.....

Date.....



Summary of Clerk activity – September 2019

Meetings

- 12 Sept - Rec footpath meeting with Cllr Weingart, Cllr Hammond, T4B and BCC
- 13 Sept – Streetlight mtg Cllr Barrett
- 17 Sept - Fireworks mtg

Administration

- Preparation of monthly transactions for October meetings
- Prepared monthly invoicing and chased any outstanding for Village Hall for August 19
- Proofed August accounts
- RFO quarterly report
- Fireworks mtg notes
- Investigate Facebook via Hambledon Clerk and NALC advised Hughenden PC g/l

Other

- Passed final part five of ILCA : Community – 17 Sept 19 Fully Qualified L2 ILCA
- Vicarage Orchard Sign in place
- Skate Park signs proofed and ordered
- Registered for No Express Way Group updates
- Notified Rec Ground team of wear & tear on children's corner flooring – Quote from Wicksteed
Query re quote cost sent 29.08 & chased 16.09 & 19.09 – on agenda
- Meadoway footpath - distributed letters of notice
- BCC re parishioner request trim trees x2 Church View, Sandholme
- AVDC re parishioner request trim tree x1 Meadoway/Sycamore Leys
- LAT update re Buckingham rd & Chaloner Hill road gully's/kerb weirs: power-jetting

On-going

- September draft Minutes
- September Action Point list
- Minutes on public display
- October agenda
- September Wages
- On-going email correspondence
- Website updates

Appendix 2



Payee	Details	Chq Number	Clr initial	Category	Net Value	VAT Paid	Gross
Alchemy Fireworks Ltd	Fireworks invoice	BACS		fireworks	£3,700.00	£740.00	£4,440.00
M Simmonds	Exterior hall decorating	BACS		hall	£8,000.00	£1,600.00	£9,600.00
Hannah Holmes	wages	BACS		wages	£		£
Terry Levitt	wages	BACS		wages	£		£
Pat Serle	wages	BACS		wages	£		£
Pat Serle	expenses	BACS		library	£28.47		£28.47
Terry Levitt	PAV paint / masking tape/ rollers/ brushes etc & mileage logged	BACS		pavilion	£174.57		£174.57
Terry Levitt	Monitor for library	BACS		library	£40.00		£40.00
Terry Levitt	Petrol for mower/ strimmer & mileage	BACS		misc	£22.69		£22.69
Marie Cherry	Cleaner when TL on AL	BACS		wages	£119.17		£119.17
Marie Cherry	Cleaner when TL on AL	BACS		wages	£33.00		£33.00
HMRC	PAYE	Chq 443		wages	£305.16		£305.16
Doreen Weingart	had to pay £15 cash for 3 documents at Parrott & Coales	Chq 444		vicarage orchard	£15.00		£15.00
Parrott & Coales	Re Upgrading of title of Vicarage Orchard	BACS		vicarage orchard	£420.00	£80.00	£500.00
Quest	10 piece mounted stone set	BACS		misc	£9.99	£2.00	£11.99
Eon	Street lights electricity	D/D		streetlights	£790.55	£158.11	£948.66
Eon	Library electricity	D/D		library	£133.00	£6.65	£139.65
Eon	Pav - electric	D/D		pavilion	£21.46	£1.07	£22.53
British Gas	Gas to hall 01.06.19 - 12.08.19	D/D		Hall	£509.01	£25.45	£534.46
Claydon Churches	donation to magazine	BACS		Misc	£25.00		£25.00
Clive Cotton	foliage at Redlands for streetlamp repair / hedge-cutting West St on Victory Rd side / hedge cutting rec ground & car park / trim near bus shelter	Chq 445		misc	£495.00		£495.00



David Griffiths	Rec Ground maintenance for Sept	chq 446		rec ground	£595.40		£595.40
Barclays	13.08 - 12.09.19 charges - 8x chq / 35 x BACS / cash	D/D		misc	£23.90		£23.90
AVDC	Bins rental and empty sept	BACS		Misc	£87.50		£87.50
				Monthly total	£18,079.59	£2,613.28	£20,692.87

Appendix 3

Recreation ground working group report.

October 2019

Only a brief report this month.

The work on the new foot path from the new estate in North end to Meadoway is well under way now and work may be finished by the end of the week.

Unfortunately there has been a lot of vandalism in the ground – the fencing pulled down / fresh laid kerbs ripped up and the windows on one of the small diggers smashed.

The pavilion toilet door was broken down and lots of bottles smashed around the building also - which Terry repaired and cleared up. We are having a bad spell of vandalism at the present time.

These matters were reported to the police – and I ask that we look into more CCTV camera coverage of the ground in the future.

I hope the work to start painting some of the pavilion interior will commence in the next two weeks.

The hedges have been cut back by Clive Cotton for the winter and we need to plan and budget for this work each year – we have a pile of branches in the car park to clear up somehow in the future.

Wally Weingart has looked at the tractor shed roof and offered to help with the repairs to secure it over the winter months - and the tractor will be serviced ready for next spring.

In regard to our future plans to have a village consultation about the needs and hopes for the recreation ground we are still working on that and have meeting on Thursday morning to move the project forward.

I have not been able to organize a working group meeting this month due to holidays and other commitments this month but aim to have one before the next meeting.

Cllr Paul Hammond.

Recreation ground working group member.