



## STEEPLE CLAYDON PARISH COUNCIL

Minutes of Parish Council meeting Tuesday 03 March 2020

<p><b>Present:</b> Cllr Paul Firth (in the chair), Cllr Joseph Hodges, Cllr Frank Mahon, Cllr Doreen Weingart, Cllr Trevina Smith, Cllr Tony Barrett, Cllr Dan Price, Cllr Paul Hammond. In attendance: Hannah Holmes – Parish Clerk and 6 members of the public. The meeting was opened by Cllr Firth at <b>19.34</b></p>	
<p><b>1. Apologies</b> None received</p>	
<p><b>2. Declarations of interest</b> Cllr Firth with regards to Village Networks payment in cheque run. Cllr Firth will abstain from PA: 20/00598/APP Cllr Weingart expenses chq in cheque run</p>	
<p><b>3. Minutes</b> Minutes circulated to public and Cllr's – suggested re-wording on item 12 on AVDC micro-grant, revised version read aloud to meeting. Cllr's approved re-vised version. Cllr Weingart proposed that they be approved as a true representation of the meeting; this was seconded by Cllr Barrett, all other Cllrs who had been present agreed. The minutes were signed by the Chair – amendment to be added and signed at next meeting.</p>	Cllr Firth/Clerk
<p><b>4. Chairman's comments</b> Chair welcomed all to the meeting. This meeting was closed at <b>19.38</b> and public participation was invited at this time.</p>	
<p><b>5. Public participation</b> P1. Local roads are getting really unpleasant. Chair agreed to write letter from SCPC with regards to roads and footpaths. P2. PC Elections, Chair will be outlining election process of May Elections under item 8. The public participation was closed at <b>19.41</b></p>	Cllr Firth
<p><b>6. Clerk's report</b> a. To receive a summary report from the Clerk of all significant activities and correspondence since the last meeting  Clerk report was handed out at the meeting. <b>Appendix 1</b> Chair thanked Clerk for her work in helping the Council.</p>	
<p><b>7. Street Lighting -</b> Pound Close – on-going – pink pole streetlights with fishbowl tops, most likely owned by VAHT, but it has never been established apparently, Eon state not theirs, Eon previous PC list - not shown on. Clerk continuing to chase.</p>	Clerk
<p><b>8. Future of the Council – May Elections</b>  Chair noted we are currently one Cllr short – in May Cllrs need to pro-actively reapply by 08 April 2020. If 9 or fewer apply to become a Cllr, you will be in, if more than 09 then an Election will need to happen. Top 9 scorers are then invited to be Cllrs. Elections costs are £3K. Cllr Barrett noted the PC will advertise, website, notice boards and Claydon magazine – requirements are; 18+ UK/EU/Irish citizen. Lived in or worked in village in last 12 months or live/work within 3 miles of parish boundary. On the Buckingham constituency electoral role. Nominees can get forms from Buckinghamshire Council website direct. Cllr Barrett read aloud the rules to the meeting. It was noted: Corona Virus may delay elections.</p>	



**Working Group update on activities and recommendations:**

**a Finance**

- To approve the payments listed in the cheque run for the month
- Monthly proofing signed off – by Cllr Weingart

**Appendix 2.**

Clerk investigated the BT gas bill and although appears high - it was in line with the last two years same quarter payment.

Cheque run read aloud. These were confirmed as an accurate record, proposed by Cllr Barrett and seconded by Cllr Hodges

Cllr Smith agreed to do the BACS payments this month

Chair has asked Clerk to investigate how to get a debit card for VOIP payments – debit or a pre-paid card in SCPC name – Clerk to check with other Clerks and BALC

- Report from the Recreation Ground Working Group
  - Report from the Recreation Ground Working Group
  - Outdoor equipment – Cllr Mahon
  - Clock Repair quotes from P Roberts
  - Vicarage Orchard – Roses and volunteers
  - Kier Corporate Responsibility Day – job list and equipment required

Recreation Ground report – **Appendix 3**

Cllr Mahon suggested we could do same as Winslow Town Council and audit how many people use it over winter/summer

S106 – could this be used to provide some sports equipment around the clock tower area, may be advantageous for the village.

Cllr Hammond proposed we investigate this project further and look at equipment and costs.

Seconded by Cllr Smith - It was agreed.

Cllr Price queried is the second half of tennis courts definitely a MUGA or should PC investigate this idea to have an exercise area. Concerns re MUGA – top end locked type facility takes a lot of administration and who will use it? – possibly people from outside of the village. S106 money is to benefit villagers. Scope and specification of MUGA has not yet been agreed. This process is yet to happen.

Cllr Hammond proposed 3 x new poo bag dispensers for Rec Ground, (NER entrance/ Meadowway entrance and half way round near the new estate entrance - Cllr Smith proposed one for VO

Seconded by Cllr Barrett, all Council in agreement it was **RESOLVED** to buy x4

Clock repair – three quotes for repair received to PC by Pete Roberts – replace mechanism cheapest £400.00 + VAT – it was agreed by all at Council to go ahead with Good Directions.

Cllr Firth proposed go ahead seconded by Cllr Mahon all in agreement it was **RESOLVED**

VO – Wild Roses £100 requested by volunteer, but volunteer leaving in the summer.

No to spend as concern over on-going maintenance – Clerk to liaise with Duncan re opening ceremony and to try and recruit and new volunteers

Kier – Corp Responsibility Day – on-going. Council happy to provide paint, but Council don't have lots of tools to lend out. PF and Clerk to liaise with Jane from Kier. Chosen task would be the footpath between Meadowway and NER

**c Village Hall, Library and Cottage**

Clerk/ Cllr  
Smith  
Clerk

Cllr Hammond

Cllr Hammond

Clerk to  
inform Pete  
Roberts

Clerk

Cllr Firth/  
Clerk



- Report from the Village Hall, Library and Cottage Working Group

Cllr Weingart reported they are waiting on third quote for kitchen refurbishment

Pleased with Ken Fowler repair to shed door. Request KF to repair two shed doors as per quote received – best of the three quotes received - Proposed by Cllr Smith seconded by Cllr Hodges It was

**RESOLVED**

Buy locker for library volunteers to be affixed to the cloakroom area.

Clerk requested to thank M Simmonds for VH fire door repair

Old streetlights from NER – to be taken to tip by trailer – speak to Terry Levitt

**9. d Communication and events**

- Report from the Communications & Events Working Group
- Website update – Clerk
- SCPC Policies – Cllr Hammond

Cllr Hammond – wanted transparency of some of our policies

Clerk to supply copy of SCPC Standing Orders from May 2019. And look into policies – BALC standard/draft policies - Cllr Hammond and Clerk to investigate further.

Parish Magazine – advertise for Cllrs and new vols for VO

**9. e Planning Applications and proposed developments**

- To review the following planning applications;

**20/00598/APP - STEEPLE CLAYDON**

Land Rear Of The Phoenix PH 11 Queen Catherine Road Steeple Claydon Buckinghamshire MK18 2PZ  
Erection of dwelling. DATE COMMENTS REQUESTED BY:- 18 March 2020

Cllr Firth and Cllr Price abstained from Comment. Discussions led by Vice Chair Cllr Hodges.

The Steeple Claydon Parish Council discussed the planning application for a new house to be built in the grounds of the Phoenix on Queen Catherine Road. The proposed location of the property is outside the Settlement Boundary which is defined in the made Neighbourhood Plan for the village (Appendix A of the main plan). The Design and Access Statement for the application does not make any reference to the Neighbourhood Plan and does not provide any justification for siting a new property outside the agreed Settlement Boundary. At the council meeting on 3 March 2020 it was resolved that the Parish Council **Objects** to this planning application.

Proposed by Cllr Hodges, seconded by Cllr Smith, all other Cllrs still voting all in agreement.

**20/00729/APP - STEEPLE CLAYDON**

Land At White Bridge, Steeple Claydon, Buckinghamshire. Demolition of pole barn and proposed agricultural barn for storage of landscaping equipment. COMMENTS REQUESTED BY:- 26 March 2020

Cllr Hodges proposed **No Objections** – seconded by Cllr Barrett, all other Cllrs agreed.

**10. HS2 / E-W Rail / E-W Expressway - Any updates**

**HS2** - Cllr Angela Macpherson met with HS2 senior management team – imminent management re-structure is about to happen Discussed - Vehicle movements. Discussed what notice to proceed actually means. Cllr Mcpherson has requested combined info on HS2 and EWR on this local area – they had agreed – Twyford bridge will be closed for 18 months – temporary bridge should be requested. Boris gave green light to agree with basis of Oakervee review – one it of details is a new

Cllr Weingart  
Cllr Weingart

Clerk  
Clerk

Cllr Hammond  
/ Clerk

Cllr Firth

Clerk – done

Clerk - done



<p>station at Calvert – but it is locally felt this is a trojan horse for a new settlement in the area. Greg Smith – behind local community although he considers HS2 most likely to happen. But what additional litigation can we get. £1M for 4 villages is not much – environmental litigation ideas only can it be community project – how will it be divided up. Common scheme for the four parishes is required. New minister for HS2 is Andrew Stephenson. Environmental litigation... ideas required – Cllr Macpherson and Cllr Firth happy to try and move this forward          HS2 sent bailiffs to local farmer – Anti SOC supported local farmer in not allowing them access. It was felt that HS2 were disrespectful and utilised bullying tactics.  <b>EWR</b> – Cllr Hammond &amp; Barrett attended a presentation on logistics, ecology team, our EWR section is managed by HS2 until near completion. Communications EWR staff and stakeholders</p>	<p>Cllr Macpherson / Cllr Firth</p>
<p><b>11. Future agenda items</b>          The meeting was closed at <b>9.05pm</b>.          HR general discussion took place after the public had left.</p>	

Signed.....

Date.....

**Appendix 1**  
**Summary of Clerk activity – Feb 2020**

**Meetings**

- BKV mtg – 12/02/20
- Skatepark mtg – 17/02/20

**Administration**

- Preparation of monthly transactions for March meeting
- Prepared monthly invoicing for Village Hall for February 19
- Proof of Jan 20 accounts spend and income
- BKV mtg notes

**Other**

- Reported to AVDC x6 faded road signs; Buckingham Roadx2 / Falklands Close / Greenwood Place/ The Paddocks / Vicarage Court – 13/02/20
- Website project – Voice – page created / steepleclaydonpc –transfer of basic contents completed.
- Advertise Skate Park meeting / SCPC website / notices on boards and in skatepark / advertised in school newsletter / advertised on SC Facebook forum
- Dog waste signs x6 printed – to go up in Recreation Ground w/c 09/03/20
- Reported broken bin on West Street.
- Reported pot hole – Pound Close
- Taxed Etesia mower



### On-going

- February draft Minutes
- February Action Point list
- Minutes on public display
- March agenda
- February Wages
- On-going email correspondence
- Website updates
- Parishioner Correspondence

### Streetlights

- Stickers ordered for streetlights.

Reported for repair this month:

Pound Close – 01/02/20

Outside 3 Pound Close – VAHT/Eon both finally said it's theirs?

VAHT requested technician 24/02/20 – chased 03/03 as parishioner reported not repaired.

### Appendix 2

Payee	Details	Chq Number	Category	Net Value	VAT Paid	Gross
Hannah Holmes	wages	BACS	Gen Admin & Wages			£
Terry Levitt	wages	BACS	Gen Admin & Wages			£
Pat Serle	wages	BACS	Gen Admin & Wages			£
Hannah Holmes	expenses - printer ink	BACS	Hall	£8.99		£8.99
Terry Levitt	expenses - copy paper/ 2x keys cut / papercups / mileage	BACS	Hall	£67.63		£67.63
Pat Serle	expenses - Books x5 adult fiction	BACS	Library	£31.76		£31.76
Cllr Paul Firth	expenses - Booking Bug and VOIP lines		Gen Admin & Wages/ Hall	£494.33		£494.33
Cllr Doreen Weingart	replace mount and clean up picture repair SCFC team	chq	Misc	£42.75		£42.75



Stephen Quinton	Pavilion painting	BACS	Rec Ground & Pavilion	£430.00		£430.00
Winslow Community Bus	Annual donation via S137 spend remit	chq	Misc	£50.00		£50.00
Ken Fowler	supply & fit new door & frame shed D inc new handles/hinges/ metal storm guard and painted white		Hall	£695.00		£695.00
Marie Cherry	Cleaning when TL on AL	BACS	Hall	£55.00		£55.00
Signscope Design	Skatepark signs x 2 inc fixing	BACS	Rec Ground & Pavilion	£156.00	£31.20	£187.20
Wave	water / waste water	D/D	Rec Ground & Pavilion	£19.15		£19.15
Oakpark Alarms & Fire	2 x 6kg extinguishers collected/delivered & commissioned	BACS	Hall	£118.00	£23.60	£141.60
British Gas	supply Hall/Library	D/D	Hall	£1,173.58	£234.71	£1,408.29
British Gas	supply Pavilion	D/D	Rec Ground & Pavilion	£86.09	£4.30	£90.39
Wave	water/ waste water - Hall	D/D	Hall	£95.08		£95.08
Eon	Elec to Library	D/D	Library	£348.10	£69.62	£417.72
Eon	Elec to clock tower	BACS	Clock Tower & Childrens Corner	£5.13	£0.26	£5.39
Eon	inv 096758 - disconnect remove and replace column and lantern 30 Ashgrove	BACS	Street Lights	£1,029.00	£205.80	£1,234.80
Eon	inv 096760 - x6 holophane lanterns and brackets - NER	BACS	Street Lights	£1,422.00	£284.40	£1,706.40
Eon	Elec for streetlights	D/D	Street Lights	£790.55	£158.11	£948.66
Village	wifi for hall/library	D/D	Hall	£25.00	£5.00	£30.00



Networks

Village Networks	wifi for pavilion	D/D	Rec Ground & Pavilion	£25.00	£5.00	£30.00
AVDC	bins rental and empty	BACS	misc	£73.80		£73.80
HMRC	PAYE	Chq	Gen Admin & Wages	£778.25		£778.25
				£10,587.75	£1,022.00	£11,609.75

**Appendix 3**

**Recreation ground working group report.**

March 2020

Since the last meeting.

We organized a village consultation meeting on the 17th February in the Village hall for the local community to involve children and parents with the plans / ideas for the new skate park. The project is moving forward with tenders now being sent out to skate park specialist companies by Sports and Play Consulting Ltd. Our aim is to have this project finished by the autumn.

We need to also work on future plans and ideas for a MUGA specification which is best for the village children – we can also add outdoor gym equipment for adults. [Cllr Frank Mahon to speak about]

I have invited two Architect companies to come and advise /discuss future possible plans and ideas for the old pavilion.

1st David O’Neil from Nortoft planning at 2.00pm on Thursday 5th March

2nd Steve Wolstenholme from Shanhope Wilkinson associates 9.30am on Thursday 12th March

I hope fellow councillors will try and attend in order to start moving the project forward.

In the mean time we are continuing to try and maintain and improve the interior of pavilion to a reasonable standard until a replacement is planned.

It has been a very wet February and the ground is still very wet so we have not been able to work in the area.

Dog poo is sadly still a problem in the ground – we would like to purchase at least four or five dog poo bag dispensers and place one at each entrance to the ground [ cost approximately £70 each ] to replace the temporary ones which we have now in order to encourage all dog owners to clear up.

In the car park we still have a large pile of old hedge cuttings which we must try and clear – I ask if we could hire a shedder in the spring and clear these cuttings.

Paul Hammond.

For the Recreation ground working group.