

STEEPLE CLAYDON PARISH COUNCIL

Minutes of Parish Council meeting

Tuesday 02 February 2021

<p><b>Present:</b>                  Cllr Joseph Hodges (in the Chair, hosting and recording the Zoom meeting)                  Cllr Tony Barrett, Cllr Frank Mahon, Cllr Marie Cherry, Cllr Lindsey Batham, Cllr Ivo Haest, Cllr John Mitchell.</p> <p>In attendance via Zoom: Hannah Holmes – Parish Clerk and 11 members of the public.                  The meeting was opened by Cllr Hodges at <b>19.30</b></p> <p>Following the introduction of legislation L01-20 The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of local Authority and Police and Crime panel meetings) (England and Wales) Regulations 2020 - allowing local councils to hold their meetings using online technology. Councillors and members of the public had confirmed they were familiar with how to use Zoom and understood the protocols regarding using 'mute' to avoid background noise and letting Council know who is attending.</p>	
<p><b>1. Apologies</b>                  No apologies received.                  Not Present, Cllr Weingart.</p>	
<p><b>2. Declarations of interest</b>                  Cllr Hodges – PA <b>21/00169/ACL</b> – Cllr Barrett will Chair the meeting during this PA.</p>	
<p><b>3. Minutes &amp; Matters Arising</b>                  05 January 2021 Minutes circulated to public and Cllr’s via website and email.                  Cllr Cherry 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 at that meeting agreed.                  The minutes will be signed by the Vice Chair noting CV Social Distancing restrictions.</p>	Clerk
<p><b>4. Chairman’s Comments:</b>                  The chairman had no report from the Chair Cllr Weingart.</p>	
<p><b>5. Public participation</b> - Opened at 19.34</p> <p>P1. On behalf of St Michael’s Church – regarding the community food growing project – are mtg HS2 Wednesday re the possibility of a piece of land – but have discovered not in an area of deprivation so not funded by BC – but go ahead as useful for community and Church are happy to run it and take responsibility for this project. Cllr Mahon attending as Horticultural Society are also interested.                  Cllr Mahon noted HS2 appear keen to facilitate us with a piece of local land – suggest we see what is offered and go from there. Suggested P1 look into ‘Down to Earth’.</p> <p>P2 – Live along Buckingham Road, thanked SCPC for their efforts to date, 4 x building sites, 2 railway lines, Buckingham Road, Lorries speeding, houses shake, P2 has written to EWR, as constantly witnessing it. Can we do a ‘20 mph’ speed limit? Can she help or can village?                  Cllr Mahon discussed his fortnightly meetings with HS2/EWR with Cllr Batham, he re-iterated SCPC are very aware of these issues, but getting answers is proving very difficult, we also suffer a lack of response from HS2/EWR</p> <p>Cllr Haest, discussed he has been monitoring speeding for the last 2 years in the village, (see December 2020 minutes appendix for summary)                  Various proposals throughout the village were discussed. One way systems, pedestrian crossings etc                  Better utilise HS2 / EWR - for financing local projects that benefit the village.</p>	

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<p>Cllr Mahon noted he also was interested in pursuing the '20 is plenty' option – noted as per Edgcott were working on. Signs could be put by the x4 entrances to the Village. Clerk has sent on relevant information from Edgcott.</p> <p>Cllr Chilver commented regarding '20 is Plenty' – it is not observed, nor enforceable. Also that Buckingham Road is unfortunately the agreed route for HGV's for EWR.</p> <p>Cllr Barrett noted SCPC have to address those changes coming to the village as it grows – SCPC are indeed concerned and we will try and influence decision making abilities of those we can – we will endeavour to keep going.</p> <p>P3 – Concerned regarding the lack of gritting on roads out towards Twyford – cars in ditch at crossroads – Road to Padbury shut, are alternative routes being gritted?</p> <p>Cllr Chilver noted EWR have pledged to grit 'diversion' roads. It should be noted HS2 has not made a similar pledge.</p> <p>P4 – Thanked Cllr Chilver for his swift responses to her emails. Regarding EWR Lorries along West Street, Can see where gritting lorries stops at Addison Road and turns along West Street – but not actually dropping any grit.</p> <p>With nesting season approaching and birds are in full nesting mode is concerned as to how we as a village will monitor what is actually happening regarding local de-vegetation and wildlife as we are not allowed out and about due to Lockdown 3.</p> <p>Cllr Mahon noted that the main sites have been handed back to main contractor now so hopefully most of the deveg has been completed for this year.</p> <p>Public participation was closed at 19.58</p>	<p>Cllr Mahon/Clerk</p>
<p><b>6. Working Group Update on activities and recommendations:</b></p> <p><b>Finance</b></p> <p>i. To approve the payments listed in the cheque run for the month included as</p> <p><b>Appendix 1.</b></p> <p>The cheque run was <b>approved</b>, proposed by Cllr Mahon seconded by Cllr Barrett, all other Cllr's present agreed.</p> <p>ii. Monthly reconciliation will be signed off in person - using correct SD procedures. Clerk to arrange with Vice Chair.</p> <p>iii. Cashplus - Clerk/Cllr/Caretaker expenses card update.</p> <p>Clerk discussed will send around some proposed BALC financial regulations regarding the CashPlus card use for expenses. SCPC to read through and agree £500.00 BACS for petty cash in March 2021 meeting.</p> <p>iv. Banking Cllr mandate update.</p> <p>Clerk will apply for another mandate from Barclays and Lloyds to update Cllr details.</p> <p><b>Recreation Ground</b></p> <p>i. Report from Recreation Ground team</p> <p>Clerk – to contact tree surgeon, delay works until after nesting season – PC noted x 3 quotes required.</p> <p>ii. Florence Nightingale memorial bench – Cllr Weingart. Nothing received.</p> <p><b>Village Hall, Library &amp; Cottage</b></p> <p>Report from the Village Hall/Library team</p> <p><b>c. Village Hall, Library &amp; Cottage</b></p> <p>i. Report from Village Hall team – Tier 5 closed.</p>	<p>Cllr Cherry / Cllr Barrett</p> <p>Clerk</p> <p>Clerk</p>

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<p>Cllr Mahon – requested a thank you letter to Joe Baughan Roofing – popped along and repaired a lose tile and repaired same day for free. Agreed by Cllrs present. Cleared large piece of guttering whilst up the ladder.</p>	<p>Clerk</p>
<p>Caretaker has noted gutters need clearing -Cllr Mahon suggested we get gutters cleared at about £50, approved by all Cllrs present, to be booked by Clerk/Caretaker</p>	<p>Clerk / Caretaker</p>
<p>ii. Kitchen Brief for wear and tear repair (precept funds) and Kitchen design brief to be approved (S106 funds)</p>	
<p>Cllr Barrett requested Clerk ask Joe Baughan for a one year extension on S106 funds to Oct 2022.</p>	<p>Clerk</p>
<p><b>d. Vicarage Orchard</b></p>	
<p>i. Update- Cllr Cherry / Cllr Mahon</p>	
<p>Cllr Mahon reported he has spoken to Simon Griffiths from Fusion, the VO tree works are due to happen, regarding the requested before and after photos which SCPC were concerned about – as didn't want to give positivity advertising when we see/live with the devastation caused – we have been told verbally the photos are for Fusion internal use only. Cllr Cherry and Cllr Hodges would like it in writing, agreed by all Cllrs, except for Cllr Batham who abstained.</p>	
<p>Cllr Mahon proposed get response in writing from Simon Griffiths for what reason the photos are being taken, not to be in public domain. Cllrs to see email and then agree or not then. Seconded by Cllr Barrett. All Cllrs present agreed other than Cllr Batham who abstained. It was <b>RESOLVED</b>.</p>	<p>Cllr Mahon</p>
<p>Cllr Cherry has arranged a working party at end of Feb – as advertised on VO Facebook page. 8x Trees donated by T Levitt for working groups to plant individually, taking Covid restrictions into account.</p>	
<p><b>e. Communications</b></p>	
<p>i. Social Media update – Cllr Cherry / Cllr Mahon</p>	
<p>15 x EWR road closure updates posted only today on Facebook. These posts are just for information, no comments. Always looking for good news stories.</p>	
<p>ii. Clerk IT equipment – Cllr Cherry / Cllr Mahon</p>	
<p>SCPC IT equipment has now been set up in Clerks home office. Clerk thanked Cllr Cherry for her hard work, patience and huge support, also Cllr Barrett for the donation of IT equipment. Cllr Cherry noted the shared data for whole Council access should be next priority, maybe via Dropbox or similar. Finance details/proposal to follow.</p>	<p>Cllr Cherry / Clerk</p>
<p><b>7. Streetlights</b> – Any updates Clerk/ Cllr Barrett</p>	
<p>Clerk reported it appears the new stickers are working. X3 reports in last month all easily sorted. Cllr Cherry and Clerk to investigate final stickers being in place.</p>	
<p><b>8. Make your parish EV accessible</b> – Cllr Cherry</p>	<p>Cllr Cherry</p>
<p>More research is required, to go on the March 2021 agenda.</p>	
<p><b>9. Planning:</b></p>	
<p><b>20/04443/APP 11</b> Coronation Place Steeple Claydon Buckinghamshire MK18 2PS Erection of Pergola for shading of patio in front garden (Retrospective)</p>	
<p>DATE COMMENTS REQUESTED BY:- 5 February 2021</p>	
<p>Cllr Barrett proposed <b>no objections</b> the application, seconded by Cllr Mahon, all Councillors present agreed.</p>	<p>Clerk</p>

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<p><b>21/00169/ACL</b> - Stone Court Barn Stone Court Farm West Street Steeple Claydon Buckinghamshire MK18 2LJ Application for a Lawful Development Certificate for an existing use of building as separate residential unit DATE COMMENTS REQUESTED BY:- 15 February 2021</p> <p>Cllr Hodges abstained and handed over the Chair to Cllr Barrett to present this PA. Cllr Mahon proposed we <b>support</b> the application, seconded by Cllr Cherry, all Councillors present agreed. Cllr Hodges abstained.</p> <p><b>20/04429/AGN</b> - Shepherds Furze Farm Calvert Road Steeple Claydon Buckinghamshire MK18 2HH Relocation of agricultural building DATE COMMENTS REQUESTED BY:- 3 February 2021</p> <p>Cllr Barrett proposed we <b>support</b> the application, seconded by Cllr Hodges, all Councillors present agreed.</p> <p><b>21/00244/APP</b> - 1 Maple Leys Steeple Claydon Buckinghamshire MK18 2RJ Two storey side extension: DATE COMMENTS REQUESTED BY:- 25 February 2021</p> <p>Cllr Barrett abstained from voting or commenting. Council agreed that Clerk is to ask for an extension until March mtg</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p><b>10. £1m mitigation fund under the HS2 legislation.</b> Any updates</p> <p>Cllr Mahon updated meeting – wants to update SC village community with the fact we have the £250k from the HS2 Mitigation Fund, and approx. £7-10K extra per parish from the accrued interest which comes without the mitigation restrictions. Cllr Mahon noted that we will consult with the residents as to how the money should be spent for the good of the village.</p> <p>Process to get the interest released to PC’s and that it should not have the current environmental mitigation restrictions attached to it; so, the x4 PC representatives are trying to get flexibility for what those funds will be used for.</p> <p>Chardon PC – their first proposal for £35K has been deemed to be within scope, a community proposal with an environmental angle fits the criteria. They are also going to put in an LED lighting proposal. Cllr Macpherson noted this proposal had been accepted.</p> <p>She discussed a Governance memorandum to the understanding of scope/ quotes/ how funds paid out / etc</p> <p>Chardon has had two ideas accepted and are up and running.</p> <p>Cllr Macpherson noted the future discussion with Cllr Cherry and an EV point may be suitable.</p> <p>Cllr Haest asked about traffic calming measures being considered appropriate.</p> <p>Cllr Macpherson noted that although there is sympathy towards the x4 parishes, it needs to have an environmental impact. Might be worth applying. Cllr Haest will take it forward.</p>	<p>Cllr Haest</p>
<p><b>11. HS2 / E-W Rail / E-W Expressway. Road Closures.</b> Any Updates</p> <p><b>PC discussed the local</b> Road closures, gritting concerns – diversion route Gawcott Road and Charndon Junction, with a recent fatality.</p> <p>Flooding on Gawcott Road is bad at the moment. Cllr Batham has concerns about the road diversion being proposed.</p> <p>Cllr Macpherson discussed the road closure ramifications, EWR road closure applications.</p> <p>Cllr Mahon and Cllr Macpherson have a mtg tomorrow with HS2/EWR with regards to road closures/diversions.</p>	

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Noted Buckingham Community Board were discussing potential traffic mitigation in the Chardon Junction.

Cllr Cherry noted that recently SCPC had saved 30 meters of hedge that didn't need to be cut down by EWR – Cllr Macpherson noted it may only be trees that are safe, not hedgerows.

Cllr Mahon – regarding Addison Road – HS2 assured that EWR has to open QCR on 05/02 as permit runs out at 5pm – Cllr Macpherson confirmed that Transport for Bucks would then have to step in as a breach of agreement if it was not re-opened on time.

Cllr Mahon updated the meeting that EWR 2 weeks ago stopped work on Spinney – they now are proposing to take half the original amount of land. They have now to respond to this request. He also requested at least 7 days' notice of any works happening.

Cllr Macpherson noted the trees are safe, and they don't have to re-instate the land until after 2 years. Noted EWR stated up to x100 HGV's along Buckingham Road every day.

EWR as requested by Cllr Macpherson have pledged to communicate properly to local community, timings, plans, revisit plans, she noted Greg Smith MP is fully involved.

**12. Future agenda items are invited by all Councillors to be sent to Clerk ahead of preparing Agenda.**

Cllr Barrett – Parish Charter – asked PC to read it and fill in/submit feedback form before March mtg.

Cllr Barrett – to discuss/overhaul SCPC policies and procedures (Council agreed for Feb mtg – delayed).

Mahon – MUGA / outdoor gym for April/May onwards

The next Parish Council meeting will be held on Tuesday 02 March 2021 at 7.30pm.

To join the meeting open Zoom in a web browser or application and put in the meeting ID and password from SCPC website.

The meeting will open from 7:15 and will start at 7:30 prompt. If you need any help or further information regarding accessing the meeting please contact the clerk, Hannah Holmes,

Clerk phone – 01296 534698. Website [www.e-voice.org.uk/steepleclaydonpc/](http://www.e-voice.org.uk/steepleclaydonpc/)

The meeting was closed by Cllr Hodges at **21.15**

Signed.....

Date.....

**Appendix 1**

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Payee	Details	Cllr Initial	Cllr Initial	Category	Net Value	VAT Paid	Gross
Hannah Holmes	wages -	BACS		Gen Admin & Wages			
Hannah Holmes	Expense s - IT equipment key and mouse	BACS		Misc	£36.99		£36.99
Terry Levitt	Wages	BACS		Gen Admin & Wages			
Pat Serle	Wages	BACS		Gen Admin & Wages			
Pat Serle	Expense s - books x	BACS		Library	£27.00		£27.00
Pat Serle	Expense s - ink x 3	BACS		Library	£26.97		£26.97
Winslow & District Community Bus	annual donation agreed at January 21 mtg	BACS		Misc	£50.00		£50.00
Bunting & Co	PAYE for quarter ending 31 Dec 2020	BACS		Gen Admin & Wages	£207.00	£40.00	£248.40
Buckinghamshire Council	Waste Bins	BACS		Bins	£35.80		£35.80
Eon	Clock power Jan 21	BACS		Clock Tower & Childrens Corner	£9.34	£0.47	£9.81
Eon	Street Lights Jan 21	DD		Street Lights	£795.05	£159.01	£954.06
Eon	Library Jan 21	DD		Library	£83.38	£4.17	£87.55
Eon	Sports pav electric Dec 2020	DD		Rec Ground & Pavilion	£21.32	£1.07	£22.39
Oakpark	replace battery	BACS		Hall	£96.00	£19.20	£115.20

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	and service						
Cashplus card	annual account fee £69	BACS		Misc	£69.00		£69.00
Buckinghamshire Council	Lib Vol DBS check	BACS		Library	£38.00	£3.00	£41.00
HMRC	PAYE	chq		Gen Admin & Wages	£494.49		£494.49
Buckinghamshire Council	General waste empty and rental for Jan 21	BACS		Bins	£40.00		£40.00
K Fowler	Ease and adjust door	BACS		Hall	40.00		40.00
					£4,889.15	£226.92	£5,107.47