

<p>Present: Cllr Frank Mahon (in the Chair.) Vice Cllr John Mitchell, Vice Cllr Marie Cherry, Cllr Stephen Le Tissier, Cllr Ivo Haest, Cllr Zeena Cala, Cllr Rowan Bullivant</p> <p>In attendance: Hannah Holmes – Parish Clerk and 08 members of the public. Livestreaming YouTube channel on. The meeting was opened by Cllr Mahon at 19.31</p> <p>The Steeple Claydon Parish Council meeting was held in person at the Village Hall on Tuesday 02 November, admission from 7.15pm onwards for a 7.30pm start. Members of the public are welcome to come along to see what the council is doing. There is a public participation session at the start of the meeting when the public are able to comment or ask the council questions about their activities. The agenda is published on the website on the Thursday before the meeting.</p> <p><u>COVID GUIDANCE</u> Normal social distancing advice apply to the public and Council.</p> <p><u>REMOTE VIEWING</u> If you do not wish to attend in person you can view the proceedings via our new Steeple Claydon Parish Council YouTube channel, there will be no commenting available on this livestream in line with government guidance</p> <p><u>QUESTIONS FOR PARISH COUNCIL</u> All questions from parishioners will need to be submitted to the Clerk before the meeting - cut off midday of the day of the meeting, details below. If you need any help or information from your PC, please contact the parish clerk. Hannah Holmes clerk@steepleclaydonparishcouncil.gov.uk www.steepleclaydonparishcouncil.gov.uk Tel. 01296 534698. Office hours – Monday-Friday</p>	
<p>1. Apologies None received</p>	
<p>2. Declarations of interest Reimbursement on finance run for Cllr Le Tissier.</p>	
<p>3. Minutes & Matters Arising The 05 October 2021 Minutes circulated to public and Cllr's via website and email. Cllr Le Tissier proposed that they be approved as a true accurate representation of the meeting; this was seconded by Cllr Cherry all other Cllrs who had been present at that meeting agreed. The minutes were agreed and signed off by Chair Cllr Mahon.</p>	Clerk
<p>4. Chairman's Comments Cllr Mahon addressed the situation of the damage caused on Sunday morning around the village, around x8 large trees down – Cllr Mahon was in constant contact with BC – but little response so went out with local farmers tractors, who were extremely helpful with tractors etc. Tree surgeons from BC subcontracted to village for two days to sort out limbs of branches etc. In touch with Kit the local LAT. Local Area Technician.</p>	

<p>EWR and whites bridge – the EWR repair that didn't last long on the Padbury Road – EWR have now come back and done another repair.</p> <p>Buckingham and Village Community Board - lots of local applications for thousands of pounds worth of support -being received and approved with no match funding being supplied by the PC's.</p>	
<p>5. To sign in new Co-Opted Councillor/s</p> <p>Mr Jason Davies has applied to be co-opted as a new Cllr, he has spoken to at least three of the Council in advance, his membership was proposed by Cllr Mahon, seconded by Cllr Cherry. All Cllrs were in favour.</p> <p>Clerk prepared the acceptance of office and the pecuniary interest form – to go to BC, Cllr Mahon welcomed Cllr Davies to the Council.</p>	
<p>6. Public participation - Opened at 19.42</p> <p>P1 – Concern was raised about Addison Road bridge closure and the surrounding roads getting slippery in next couple of months. Cllr Mahon has been asking to see a copy of the report citing damage and giving reasons for closure. Bailey bridges were discussed, they have been refused on grounds of expense.</p> <p>West Street was not on a previous gritting route – Cllr Mahon has applied to BC for it to be done this year as well as Gawcott Road.</p> <p>Schedule 17's - 13B and 14 - were discussed in more detail by Cllr Mahon - relevant paperwork is on display in the Library. Could see local PC's to potentially take on the local Devolved services in the future.</p> <p>P2 – ordnance survey update of road names? OS is a private company so up to them. Cllr Mahon will ask BC.</p> <p>P2 – roads of new builds – the names are chosen by the building company</p> <p>Parish map – villagers in their area – Cllr Cala and librarian to take forward</p> <p>Outside the library door area – discuss out of PC mtg with Librarian</p> <p>P3 – regarding the Live nativity on 05 Dec 21– permission to use Pavilion was given by Council.</p> <p>P4 - concerned about the speed of traffic along QCR and onto Vicarage Road – HGV's have scared her. Parishioner was invited to join Cllr Haest's road safety group. Cllr Cherry advised she take photos of HS2 or EWR HGV's, maybe consider investing in a dash cam.</p> <p>Anglian water – constant issues around Edgcott – register issues on fixmystreet.co.uk – clerk to write to Edgcott PC with regards to leak in middle of s bends by slight incline – concerns about ice.</p> <p>P5 Regarding the HS2/EWR lorries in village – now P5 is wfh – the increase in lorries on West Street – easily doubled/tripled recently - Up on pavement to pass each other – ruining kerbs and scaring pedestrians - Cllr Haest invited him to join the road safety group. Cllr Mahon to raise at CAHM meeting with EWR and HS2</p> <p>Public participation was closed at 20.10</p>	<p>Cllr Mahon</p> <p>Librarian / all</p> <p>Clerk</p>

7. Working Group Update on activities and recommendations:

a. Finance

- i. To approve the payments listed in the cheque run for the month

Cllr Mahon /
Clerk

Appendix 1.

Cllr query on K.Fowler door payment of £75.00 - as door had to be opened by JLamb.
Approval for rest of payments to be processed proposed by Cllr Mitchell
seconded by Cllr Bullivant – Council to write a note after speaking to caretaker - all
Councillors present **agreed.**

b. Recreation Ground

- i. Report from Recreation Ground team

Cllr Le Tissier has some queries for the MUGA consultant – Zoom mtg to be arranged.

- ii. Pavilion CCTV brief – update - Cllr Le Tissier

Cllr Le Tissier
Cllr Mitchell

MUGA pole query – Cllr Le Tissier met with one CCTV provider - a UK security group, based
in Aylesbury – quote 7meter CCTV pole next to the new MUGA - cost is approximately £10K
- discussions followed about the number of quotes required for such a system and various
funding methods. CCTV an important deterrent for anti-social behaviour.

CCTV system for the Rec – clerk advised Cllrs to check if using S106 funds - to make sure we
fulfill correct criteria. Cllr Mitchell to speak to Joe Houston regarding S106 criteria.

- iii. Memorial Bench – update – Cllr Cherry – bench not yet ordered – 80
characters maximum, Cllr Cherry to investigate if we can have more.

c. Village Hall, Library & Cottage

Cllr Mahon

- i. Report from Village Hall team

Tumble Tots have closed, so hall now free on a Wednesday morning for hire.

- ii. Kitchen Brief for wear and tear repair (precept funds) and Kitchen design brief
(S106 funds) - update - Cllr Mitchell

Cllr Cherry /
Clerk

- iii. Exterior Kitchen works - update – Cllr Mitchell

Brick pointing – once appointed contractor for external/internal works and ask them to look
at the pointing on the roof problem separately and quote for that.

- iv. Flooded undercroft – Cllr Le Tissier – any update - Cllr Mahon to see if we can

Cllr Cala

<p>get FOC BC Heritage advice – most likely Council will have to fill it with concrete</p>	
<p>v. Roof report – Cllr Mahon – builder due to site visit soon hopefully or as above.</p>	
<p>d. Vicarage Orchard</p>	
<p>i. Any update- Cllr Cherry</p>	
<p>Signage discussed to enhance VO. Agreed for Cllr Cherry to provide wording and with Clerk to get quotes for metalled signage.</p>	<p>Cllr Cala</p>
<p>e. Communications</p>	<p>Cllr Cala</p>
<p>i. Communications Policy – Cllr Le Tissier</p>	
<p>Canvassing village for comms expert for support</p>	
<p>Cllr Haest is happy to go through his communications training session with Comms working group – date to be arranged</p>	
<p>ii. SCPC Keys – Cllr Le Tissier will take this forward after fireworks event</p>	
<p>f. Street furniture – any update Cllr Cala</p>	
<p>Cllr Cala has completed her streetlight audit, added additional numbering – to provide Clerk with updated list – discussed additional lighting at rec ground, NER car park and skate park also Nightingale Fold and QCR and the new estate on Buckingham Road need to investigate S106 or BC Community Board</p>	
<p>Applying for streetlights, benches and an accessible one in the rec ground – replace Vic orchard benches – host a Fix Our Bench Day – aiming for March 27 2022 – put a call out for a carpenter/s on Facebook, Cllr Haest is in Men in Sheds, Cllr Le Tissier and Angling group have done benches before.</p>	
<p>Dog bins - Replace two identified as in poor condition (to request from next years precept funds) West street – already has largest poo bin and a waste bin very close by.</p>	
<p>Audit of rubbish bins – before Best Kept Village in 2022 – awaiting date and confirmation from BKV.</p>	
<p>15 November - choose new date - advertise for volunteers to get involved in BKV – maybe set up a facebook group? / add embellishments to the village such as finger post signage of PC assets / regular litter picking days etc</p>	
<p>8. Fireworks: Any update – Cllr Le Tissier</p>	
<p>Signage to raise awareness of skate park closure / footpath / fundraising. Mollys café doing</p>	

<p>teas/coffees on behalf of FOOSC, ex cllrs invited to a VIP event at pavilion, angling group hosting their first BBQ at Fireworks.</p> <p>Cllr Mahon discussed inviting ex Cllr Hodges to attend pre-precept planning meeting to support the new Council. Council agreed to ask him.</p> <p>Donations will go towards gym equipment for the recreation ground.</p>	<p>Cllr Mahon</p>
<p>9. Christmas Tree – Cllr Cherry</p> <p>Cllr Cherry would like a real tree on display at the Village Hall</p> <p>Real tree – cut or in a pot– by railings near Co-Op/ Or by Rec?/Or outside Fountain pub?/By the Library – plug-in or solar lights discussed, decision to be made in next couple of weeks outside of this mtg.</p>	<p>Cllr Cherry</p>
<p>10. Planning:</p> <p>21/03169/APP - Land at Herds Hill Farm Steeple Claydon Buckinghamshire MK18 2EJ Proposed temporary agricultural workers dwelling DATE COMMENTS REQUESTED BY:- 8 November 2021</p> <p>Introduced by Cllr I Haest.</p> <p>In depth discussion, taking into account neighbour's comments.</p> <p>Proposed Support application by Cllr Davies seconded by Cllr Mahon</p> <p>Other Cllrs present agreed to support, Cllr Le Tissier supported but had a drainage query</p> <p>Cllr Haest and Cllr Cala abstained from voting.</p>	<p>Clerk 03/11/21</p>
<p>11 HS2</p> <p>Presentation – they did not attend.</p> <p>Cllr Mahon informed the meeting that EFKB have hired the hall to host a meeting on 23 November.</p>	
<p>12. E-W Rail – Any updates -</p> <p>Cllr Mahon discussed that Addison Road is closed until at least 2022</p> <p>09 Nov – Addison Road bridge will be handed from Fusion to Network Rail.</p>	
<p>13. Road Safety Strategy – Cllr Haest</p> <p>Cllr Haest discussed his steering group of 12 people – has made a list of proposals from feedback from his completed questionnaires from the end of lockdown event</p> <p>Discussed various Community Board applications</p>	<p>Cllr Haest</p>

<p>MVAS unit - was applied for three years ago – but didn't happen.</p> <p>Will endeavour to reduce the list with the working group – choose priorities to focus on.</p>	
<p>14. Devolved Services - Cllr Mitchell, update from BC</p> <p>BC informed PC's that we will get the opportunity to take on local services – we have said we are interested in seeing the list.</p>	
<p>15. Community Impact Bucks – local Chairity awareness</p> <p>Cllr Mitchell discussed the opportunities below and thought it would be good to raise local awareness, the Claydon magazine will now feature them too. SCPC to put on website, all Cllrs agreed.</p> <p>New support for voluntary & community organisations in Buckinghamshire</p> <p>Does your charity or voluntary group need help to thrive and grow? A new service offering support, guidance and training to charities, voluntary and community groups and social enterprises (not-for-profit groups) is now available.</p> <p>Delivered by local charity Community Impact Bucks and funded by Buckinghamshire Council, the VCSE (Voluntary, Community and Social Enterprise) Support Service provides free help with all aspects of running a charity or voluntary group including starting up, leadership, funding, and volunteer recruitment and management, with priority given to those with income of less than 100,000. Tailored support ensures each organisation can get the help that they need.</p> <p>Facebook</p> <p>Local charity @CommunityImpactBucks has launched a new support service funded by @BucksCouncil aimed at helping small charities and other not-for-profits in Buckinghamshire thrive and grow.</p> <p>You can get help with all aspects of running an organisation – including leadership, funding, governance and volunteer recruitment and management – with support ranging from tailored advice, networking and training opportunities, as well as online guidance and resources.</p> <p>If you would like to receive our weekly newsletter <i>Bucks Charity News</i>, which includes latest guidance/ advice and funding opportunities that charities or community groups in your area would find useful, do join our free membership scheme or, if you have any questions about the charity in general or our services, please call me on 01844 617216.</p>	
<p>16. Any Other Business and Future agenda items are invited by all Councillors to be sent to Clerk ahead of preparing Agenda.</p> <ul style="list-style-type: none"> • NER car park update - PF/JM update • SLT – keys – for various buildings – processes • Cllrs to interview ex cllrs - For magazine articles 	

- Jubilee event – work with/invite claydon estates

Meeting was closed by Cllr Mahon at 21.28

17. Confidential Items

That under the Public Bodies (Admission to Meetings) Act 1980, the public and representatives of the press and broadcast media is excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

The meeting was closed by Cllr Mahon at 21.28

The next Parish Council meeting will be held on Tuesday 07 December 2021 at 7.30pm.

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 <https://www.steepleclaydonparishcouncil.gov.uk/>
Email – Clerk@steepleclaydonparishcouncil.gov.uk

Signed.....

Date.....

Appendix 1.

Payee	Details	Payment method	Cllr initial	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 - laminating pouches	BACS		Misc	£10.19		£10.19
Pat Serle	expenses - books	BACS		Library	£27.48		£27.48
HMRC	PAYE	chq		Gen Admin & Wages	£633.31		£633.31
Barclays	monthly fees and payments	DD		Misc	£13.00		£13.00
Dave Griffiths	Recreation Ground Maint Oct/Nov (last of the year)	BACS		Rec Ground & Pavilion	£530.00		£530.00
Matt Dunn - windows and gutters	clean rafters / clean gutters	BACS		Hall	£125.00		£125.00

Steeple Claydon Parish Council.
Minutes of 02 November 2021

Quest	due to a previous return - cable ties/ padlock	BACS			£0.92		£0.92
Bucks Council	bin (1100) rental and empty for Oct	BACS		Bins	£78.00		£78.00
E.on Next	FN Clock power Oct 21	BACS		Clock Tower & Childrens Corner	£7.88	£0.39	£8.27
E.on Next	Sports Pav 01 Sept - 30 Sept 21	DD		Rec Ground & Pavilion	£30.95	£1.55	£32.50
Village Networks	wifi to hall / library	DD		Hall	£25.00	£5.00	£30.00
Village Networks	wifi to sports pav	DD		Rec Ground & Pavilion	£25.00	£5.00	£30.00
New Vision Effects	Outdoor PA hire for Fireworks	BACS		Fireworks S137	£450.00		£450.00
Bunting & Co	PAYE services for quarter ending 30 Sept 21	BACS		Misc	£225.00	£45.00	£270.00
E.on Next	01 Sept - 31 Sept 21 Library / hall elec	DD		Hall	£146.93	£7.35	£154.28
Cllr Le Tissier	re-imburement - 400 x glowsticks for selling at F/W event	Chq		Fireworks S137	£46.44		£46.44
British Gas	Gas to hall/library 02 Sept - 01 Oct 21	DD		Library	£48.82	£2.44	£51.26
Sean Cox Electrical	checked to replace x3 sockets	BACS		Hall	£75.00		£75.00
Mr K J Fowler	to ease and adjust two store doors to sheds	BACS		Hall	£75.00		£75.00
E-on	Addison Rd & West Street replace obsolete with new LED	BACS		Street Lights	£600.00	£120.00	£720.00
E-on	Mount Pleasant / Sandholme / Ashgrove / The Island / St Michaels Way - replace existing lanterns with LED	BACS		Street Lights	£1,300.00	£260.00	£1,560.00
Michael Carter	MUGA consultant	BACS		MUGA S106	£5,000.00		£5,000.00
Royal British Legion	2 x Poppy Wreaths	Cash Card		Misc	£39.97		£39.97

Steeple Claydon Parish Council.
Minutes of 02 November 2021

Zoom	monthly fee	Cash Card		Misc	£11.99	£2.4 0	£14.39
Post Office	12 x second class stamps / 1 x box drawing pins / 50 x dl envelopes / VAT Claim return post	Cash Card		Misc	£12.90		£12.90
					£12,430. 23	£449 .13	£12,879 .36