

<p><b>Present:</b> Cllr Frank Mahon (in the Chair.) Vice Cllr John Mitchell, Cllr Stephen Le Tissier, Cllr Ivo Haest, Cllr Jason Davies, Cllr Marie Cherry</p> <p>In attendance: Hannah Holmes – Parish Clerk and 03 members of the public. Livestreaming SCPC YouTube channel was on. The meeting was opened by Cllr Mahon at <b>19.37</b></p> <p>The Steeple Claydon Parish Council meeting was held in person at the Village Hall on Tuesday 01 March 2022, 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 <a href="http://www.steepleclaydonparishcouncil.gov.uk">www.steepleclaydonparishcouncil.gov.uk</a> Tel. 01296 534698. School hours – Monday-Friday</p>	
<p><b>1. Apologies</b> None received</p>	
<p><b>2. Declarations of interest</b> Cllr Cherry has a payment on finance run Cllr Le Tissier has a reimbursement on finance run and notes he will abstain on the PA regarding flats application PA 22/00521/APP Cllr Mahon will abstain on planning applications</p>	
<p><b>3. Minutes &amp; Matters Arising</b> The 01 February 2022 Minutes circulated to public and Cllr's via website and email. Cllr Davies proposed that they be approved as a true and accurate representation of the meeting; this was seconded by Cllr Haest, all other Cllrs who had been present at that meeting agreed. The minutes were <b>agreed</b> and signed off by Chair Cllr Mahon.</p>	Clerk
<p><b>4. Chairman's Comments.</b> Cllr Mahon discussed that Buckinghamshire Council (BC) budget was approved at full council last Wednesday – what that means for people in our village is a council tax increase of £1.25 per week per band D property.</p>	

Boundary commission consultancy discussed – first are the Wards – which could change size potentially, Cllr Mahon technically could look after 4,500 people at the moment about 3,100, but likely to go up.  
 Agreed to reduce Council from 147 Cllrs to 98 Cllrs, so where we have X3 elected members reduced to likely 2, but it depends what the wards look like.  
 Constituency – now likely to be two constituency's – Buckingham which is MP Greg Smith other one possibly be Princes Risborough  
 Cllr Haest – individuals and Council can respond to this consultation – Cllr Mahon suggests we collate any suggestions to the clerk or respond directly.  
 Community Board Funding – Exercise equipment for the rec ground – the Buckingham and village's comm board – to fund PC outdoor gym – consider applying to Community Board  
 Recently approved Akeley improvements.  
 Clerk to ask Akeley PC clerk – re where did you get quotes  
 It was noted the heating was off at the hall as gas boiler is being checked.

**5. Public participation - Opened at 19.45**

PF P1 – neighbourhood plan – Neil Homer consultant who helped – PF concern if plan is still valid and appropriate, assured the VALP local plan still holds weight, but in Nov 22 – it is 5 yrs since Neighbourhood plan – review should be done. It wa agreed to add it to the September agenda  
 Cllr Haest will be taking this forward.

P1 noted it is important to track the Buckinghamshire plan as it needs approval by 2025.

Cllr Haest

Verge by the new builds up by the Church – it was discussed that the contractors have ruined the verges – BCC re roads scheme, EWR were discussed – agreed it was best to ask the housing developer to repair the verge – Cllr Mahon to check with Kit the LAT and the Church, as a previous discussion has been had about this.

Cllr Mahon

Cllr Haest discussed best to check what type of verge/ road edging/ kerb would be best.  
 P1 suggests PC write to developer – congratulate on the quality of the work and ask them to come back and repair the road. P1 to send details to Cllr Mahon.

P1 – Update on Rec ground NER car park – with Cllr John Mitchell – design work requested for quote Northampton firm called david Smith Assoc's, will send details onto Clerk.

P2– Regarding BC's fix my street pages about x 3 bad road potholes – reported as accident / danger waiting to happen – it is as though porridge has been poured into some of the the holes as repairs – between SC and Padbury a bad one particularly before the first bridge.

Cllr Mahon says BC state they check the road every month for its condition.

2 potholes reported in the village - P2 awaits updates that they have been repaired.

P2 felt they noted a Decrease in heavy vehicles coming along West St – asks is the haul road in use yet? It is not thought to be.

P3 The chairman of Claydon Cycling Club – has been collating his report for the last few months in order to have a mtg with EWR – regarding road safety incidents with EWR - their drivers on phones / jumping lights etc – had a mtg request refused if PC and Cllrs were to be present. CCC had a mtg with a new EWR team – keen to work with them apparently – CCC have successfully had a 12 second delay added in at white bridge lights.

Cllr Mahon noted an email was accidentally leaked from within EWR – encouraging to bypass the PC's Cllrs, in particular Cllr Mahon and Cllr Macpherson

<p>CCC now pushing for EWR to get in touch with PC so we can all work together for the safety of the parishioners. PC happy to approach the traffic commissioner in Leeds who can remove operator's licenses if needed. Public participation was <b>closed at 20.05</b></p>	
<p>6. Action Point List Cllr Cherry and Clerk to go change layout and update it to make it easier to use and allocate tasks. It will keep historical actions for reference.</p>	<p>Cllr Cherry/Clerk</p>
<p><b>7. Working Groups Update on activities and recommendations:</b> Volunteers are encouraged to join.</p> <p><b>a. Finance</b></p> <p>i. To approve the payments listed in the cheque run for the month</p> <p>Cllr Mitchell approved the March Finance Run list and Cllr Davies seconded, all other Councillors present <b>agreed.</b></p> <p>Discussed we need to check wifi is actually now on at the Pavilion – previous 9pm cut off discussed. Cllr Cherry to do</p> <p>Cllr Mitchell updated that the Streetlighting billing is currently suspended upon investigation while we investigate new fixed term rates</p> <p>ii Lloyds bank account mandate update to be agreed and signed by relevant Cllrs.</p> <p>Cllr Mitchell and Clerk to take forward and get letter signed by ex-Cllr DWeingart</p> <p><b>b. Recreation Ground</b></p> <p>i. Report from Recreation Ground team</p> <p>ii. Pavilion CCTV brief – update from Cllr Le Tissier, site visit on Monday 14 March, discussed providing future additional lighting at the MUGA / skate park site.</p> <p>iii. MUGA update – Cllr Le Tissier again pre construction mtg on Monday 14 March work commences on 23/ 03 – we need to tell the community, update via facebook, take photographs all the way through – there will be a temporary road on rec. As discussed previously the school require safeguarding issues like making the MUGA lockable – the current design does not allow for this. Additional costs. The S106 money is on the understanding that it is free to use, for all. The School have good hardstanding playgrounds and their own open areas.</p> <p>v. Jubilee Celebrations – Cllr Le Tissier is overseeing the QPJ events for SCPC</p> <p>Thursday – The Church will be arranging a beacon lighting, using SCPC beacon. Cllr Mitchell will oversee this event.</p> <p>Friday – Prince of Wales Pub hosting a street party. Road closed. Live music. Cllr Mahon</p>	<p>Cllr Cherry</p> <p>Cllr Mitchell</p> <p>Cllr Le Tissier / Cllr Cherry</p>

will be attending.

Saturday – Traditional Fayre in the Rec / a potential carnival to start and televise the QPJ official concert at the Rec on a 7x7meter TV screen

Sunday – Big Jubilee lunch for OAP's at Village Hall

The PC will support anyone doing anything else in the village – we can help with road closure applications (by 06 May) Cllr Le Tissier noted our insurance only covers us for events that we organise and take responsibility for.

All volunteers welcome. All ideas and suggestions welcome.

The traditional Fayre was by far the most popular choice on the SCPC QR code poll that was publicised by posters and by Facebook.

Cllr Cherry to create next advert for Facebook, once more things are confirmed

Clerk

### **c. Village Hall, Library & Cottage**

i. Report from Village Hall team

ii. Exterior/Interior Kitchen works – start date - Cllr Mitchell

Start date for kitchen Monday 07 March - hope to have it finished by Monday 21 March

Clerk

iii. Flooded undercroft – Cllr Le Tissier – any update, none at the moment

iv. Roof report – Cllr Mitchell - work will start shortly, date to be confirmed.

v. LED Lighting upgrade update – Library / Hall / Kitchen

All LED lights now in place, hall and Library. Outside lights in need of some attention.

vi. Badminton tape - set date with group for it to be removed and decide what it will be replaced with

Clerk / Cllr  
Cherry

Happy to get the tape up – but replace with what? A removable mat?

Clerk to contact Badminton group - Anxious to get this resolved please note PC will support you in any way they can to facilitate this to continue playing badminton at the hall but PC prefer not to have the tape put back down.

Cllr Mitchell /  
Clerk

PC paid for the tape last time.

vii. Fire retardant treatment – Stage curtains & pelmet - Cllr Mitchell & Cllr Cherry

Cllr Mitchell has requested a quote for replacement curtains / price range regards fire retardant fabric – Cllr Cherry and Council to choose final colour and fabric.

Cllr Mitchell

Cllr Cherry discussed request from Library volunteer for another key box for use by Library.

Clerk to buy key box

**d. Vicarage Orchard**

i. Any update- Cllr Cherry, none, all on-going

**e. Communications**

Set date of **May Annual Parish Meeting** - Tuesday 17 May 7pm chosen

To be advertised to attract volunteers as well as local voluntary groups.

i. Communications Policy – Cllr Le Tissier Cllr Haest to submit comments to Cllr Le tissier

ii. SCPC Keys – Cllr Le Tissier - list of locks, Clerk and Cllr Cherry have updated list format and content. Still not three complete sets as originally wanted, but we have; Caretaker, Clerk, Cleaner set and working on getting a fireworks team set.

iii. Councillor Co-Option x3 – update - none received by BC – SCPC advert to go in May magazine article and write/agree one to go on noticeboards

f. Street furniture – any update

i. Dog Waste Issue plan update – Cllr Mitchell

New dog waste signs agreed at last meeting have now arrived and Cllr Mitchell and Cllr Davies will put them up at the weekend.

Dog warden discussed and the PC will encourage the use of the pooper snooper app.

Two new bins will be bought and installed via BC when PC confirms chosen locations.

**8. Fireworks:** Any update – Cllr Le Tissier

Cllr Le Tissier

Early April date mtg to be fixed – Thursday 14 April at 7pm – zoom / library

Fireworks will be on Saturday 05 November 2022 for dates in diary

**9. Queens Platinum Jubilee events – as discussed in 7bv**

**10. Bigfoot Festival** – Cllr Le Tissier has investigated this new local Festival 17-19 June at Claydon House. Cllr Le Tissier has contacted BigFoot – only sells 3 day tickets

Traffic management of up to 15,000 vehicles? Will share in due course after queries.

Cllr Le Tissier Notified the festival regarding locality of HS2 and EWR projects – sudden road closures/state of roads/ weight of traffic etc

Towersey Festival however have proactively approached SCPC – they are August bank holiday, a much smaller festival with family tickets.

**11. Addison Road** – Hedge incorrectly removed by Kier/Tilia - any update - Cllr Le Tissier

Cllr Le Tissier

Letter still needs to go – Cllr Le Tissier to send on and include Clerk to be aware it's been sent.

12. Planning:

**22/00521/APP** - Land To The West Of Addison Road Steeple Claydon Bucks MK18 2LH  
Residential development comprising 8 flats together with associated access, parking and  
bin storage DATE COMMENTS REQUESTED BY:- 15 March 2022

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Cllr Le Tissier is abstaining

Cllr Haest introduced the items and discussed that both responses the same to PA  
22/00521/APP and PA 22/00522/APP

Cllr IH discussed a health centre had been proposed to be located there, now the 8 flats –  
affordable housing 50% will be housing association

5 x 1 bed flats (x4 of which would be affordable housing) 3 x 2 bed flats

View onto blank brick wall 2.5 stories high – not good for the nearby new build house

S106 – discussed how this is not a stand-alone development, it is an extension of the whole  
site and therefore should have a S106 contribution – approximately a potential S106 £5K  
contribution to the parish.

Density of x8 in small area – not efficient use of internal space in his opinion.

Is there a need for two stairwells?

**No objections** with comments as proposed by Cllr Haest, Cllr Mitchell seconded

Cllr Haest to write comments for Council to approve.

All other Cllrs present and voting **agreed**

**22/00565/APP** - Pitreavie Claydon Hill Steeple Claydon Buckinghamshire MK18 2EN  
Householder application for 1st floor side and rear extension, porch extension,  
replacement garage, weatherboard cladding to 1st floor and new driveway entrance: DATE  
COMMENTS REQUESTED BY:- 21 March 2022

<p>Cllr Haest introduced the PA.</p> <p>Cllr Mitchell proposed Council support the application, this was seconded by Cllr Cherry</p> <p>All Cllrs present and voting agreed.</p>	
<p><b>11. HS2 - Cllr Mahon</b> – still the same, meeting regularly, but Mick Walsh currently off ill.</p>	
<p><b>12. E-W Rail</b> – Any updates – Cllr Mahon is still in regular contact with them with all the issues. Back to black sweepers, wheel washes in more compounds.</p> <p>The North Bucks Planning consortium Zoom mtg with EWR and other parishes along the route was in mid Feb, was actually discussing a date for a proper meeting. Cllr Mahon will let Cllr Haest know when it's happening.</p>	
<p><b>13. Road Safety Strategy</b> – Cllr Haest discussed the progress of the group.</p> <p>HS2 mitigation fund discussed, the second tranche for submitting proposals, Cllr Haest is ahead with his pre-application done, discussed what he had applied for funding for.</p> <p>Chicane / speed bumps for Vicarage Lane – on the new Buckingham Road estate – a road crossing needs to be secured – MVAS x 2 applied for</p> <p>On site meeting to happen in due course.</p> <p>Cllr Haest has had a discussion with a NER new resident – has a listed building and concerned about the increased heavy traffic, will advise him on who to contact with his concerns.</p>	
<p><b>14. Any Other Business and Future agenda items are invited by all Councillors to be sent to Clerk ahead of preparing Agenda.</b></p> <ul style="list-style-type: none"><li>• NER car park update - PF/JM update</li><li>• Recreation ground cricket team and junior FC – SLT</li><li>• Best kept village – litter picking</li></ul> <p><b>Meeting was closed by Cllr Mahon at 21.32</b></p>	
<p><b>16. Confidential Items</b></p> <p>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.</p> <p><b>The meeting was closed by Cllr Mahon at 21.32</b></p>	
<p><b>The next Parish Council meeting will be held on Tuesday 05 April 2022 at 7.30pm.</b></p> <p>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 <a href="https://www.steepleclaydonparishcouncil.gov.uk/">https://www.steepleclaydonparishcouncil.gov.uk/</a> Email – <a href="mailto:Clerk@steepleclaydonparishcouncil.gov.uk">Clerk@steepleclaydonparishcouncil.gov.uk</a></p>	

Signed.....

Date.....

**Appendix 1. March 2022 Finance Run**

Hannah Holmes	wages	BACS		Gen Admin & Wages	£		£
Terry Levitt	wages - SSP	BACS		Gen Admin & Wages	£		£
Pat Searle	wages	BACS		Gen Admin & Wages	£		£
Pat Searle	expenses - 2 x fiction / 1 x history book / ink for stamp	BACS		Library	£29.07		£29.07
Cherry's cleaning services	cleaning VH & SP 22.5 hrs	BACS		Hall	£270.00		£270.00
HMRC	PAYE	online		Gen Admin & Wages	£196.24		£196.24
LEDHouse Ltd	one day hire of mobile screen QPJ	chq		Misc	£2,250.00	£450.00	£2,700.00
British Gas	Sports Pav 22 Dec 21 - 07 Feb 22	DD		Rec Ground & Pavilion	£43.85	£2.19	£46.04
British Gas	Sports Pav 08 Feb 22 - 23 Feb 22	DD		Rec Ground & Pavilion	£14.61	£0.73	£15.34
Wave	water - VH & Library 12 Nov 21 - 11 Feb 22	DD		Hall	£121.54		£121.54
Barclays	13 Jan 22 - 13 Feb 22 account fee	DD		Misc	£13.00		£13.00
Sports & Play Consulting	MUGA	BACS		MUGA S106	£1,000.00		£1,000.00
British Gas	02 Jan - 31 jan 22to Hall/Library	DD		Hall	£436.15	£87.23	£523.38
E-on Next	Sports Pav 01 Jan - 31 Jan 22	DD		Rec Ground & Pavilion	£160.77	£8.04	£168.81
E-on Next	Hall/Library 01/01/22 - 31/01/22	DD		Hall	£195.55	£9.78	£205.33
E-on	Maintenance for quarter ending Dec 21 (DUP from Feb)	BACS		Street Lights	£457.14	£91.43	£548.57



Steeple Claydon Parish Council.  
Minutes

E-on Next	FNMem Clock 01 Jan - 31 Jan 22	BACS		Clock Tower & Children's Corner	£8.15	£0.41	£8.56
E-on	LED to s/l 43 St Michaels Way	BACS		Street Lights	£270.00	£54.00	£324.00
BMKLC	training courses x2	BACS		Misc	£90.00		£90.00
OakPark Alarms	call out to fire alarm system 04/02/22	BACS		Hall	£120.00	£24.00	£144.00
Buckinghamshire Council	2 x large bin rental x5 weeks and x3 empties	BACS		Bins	£78.00		£78.00
Quest	paper hand towels / loo rolls	BACS		Hall	£57.00	£11.40	£68.40
Village Networks	wifi to sports pav	DD		Rec Ground & Pavilion	£25.00	£5.00	£30.00
Village Networks	wifi to Hall/Library	DD		Library	£25.00	£5.00	£30.00
Nest	Staff pensions	DD		Gen Admin & Wages	£137.39		£137.39