

COLESHILL PARISH COUNCIL

MINUTES

Of the Parish Council meeting held on Monday 15th April 2024 at 7.00 pm, held at the Village Hall, Barrack Hill, Coleshill

Parish Councillors:	Tony Treacy (AT) Chair Louise Templeton (LT) Ben Morgan (BM)	Jon Herbert (JH) Nigel Suttie (NS)
Parish Clerk:	Lynda Jackson (LJ)	
County Councillors:	0	
Members of Public:	1	

- Apologies for Absence:** Cllrs. Simon Rowse, Tim Butcher (TB) Carl Jackson (Bucks), Gemma Clifford-Newman (CPC)
- Minutes of previous meetings:** It was moved by AT and **resolved** that the minutes of the Parish Council meeting held on Monday 18th March 2024 be signed as a true record of the meeting.
- Declaration of Interest:** None
- Matters arising:** None
- Councillor vacancy** – 1. AT will attend the Newcomers party arranged for 10th May to promote being a parish councillor.

Meeting Closed: 19:02

DEMOCRATIC PERIOD- Those speaking did not object to their names being recorded.

- Len Tridgell undertook to discuss the matter of the vegetation concealing the Windmill as a Village Heritage Asset with fellow History Group Committee Members to see if they agree to writing the suggested letter to the owner.
- Len Tridgell regarding the magnitude of the development works at Cherry tree Farm. When approval was given for the development, there were strict conditions applied about the protection of the site especially the listed trees. Mr Tridgell was concerned that the trees had not been protected and that there was a strong chance that the root systems of the trees may have been damaged due to the deep and heavy excavations at the site. He was also concerned that the openness of the green belt conditions may not be managed as it should. Mr Tridgell advised that Italian laurel is to make up a large part of the perimeter and yet the conditions clearly state that native species should be used wherever possible. *Action that Mr Tridgell should send his concerns to the Clerk regarding what conditions were not adhered to and that the Clerk should then contact planning enforcement.*
- Len Tridgell regarding the voting details for the Police & Crime commissioner. Mr Tridgell was concerned that there has been no publication of the candidates or contact from them within the village.

Meeting re-opened: 19:20

6. Clerk's Report: - AT advised the meeting of the Clerk's intention to resign after nearly 10yrs service to Coleshill. CPC will need to put together a job advert and agree on what they are looking for in potential candidates. CPC would also need to agree on the qualifications required.

COLESHILL PARISH COUNCIL

MINUTES

Of the Parish Council meeting held on Monday 15th April 2024 at 7.00 pm, held at the Village Hall, Barrack Hill, Coleshill

- **Best Kept Village 2024.** It was agreed that although CPC did not qualify to apply in 2024 the rules should be studied for applications in future years.

7. Report from Planning, BC updates:

i) No applications

ii) **Bucks update** – No-one present.

iii) **Transport report** – JH had circulated his report and confirmed that the problem of flooding at the school had been attended to by Bucks Highways. The drain directly outside the main entrance and the war memorial were found to be blocked by roots or damaged and Highways have logged it so that a CCTV camera can be used to identify the cause of the problem and then repair completed. Sarah Green MP had written to the school about the problem and had been keeping track of progress. She has indicated that she would like to visit the school and meet with the children. It was **agreed** that on visit day JH or AT should also attend. It would also be a chance to bring up slow Broadband speeds encountered by a number of village residents.

iv) **Quote for ad-hoc cutting of traffic triangles** –It was **agreed** to go back to RNC to update the quote for a rough cut leaving the grass at the site.

v) **Bucks' consultation on Trading licenses update and concerns** – It was **agreed** that BM would look into the consultation in more detail with a view to sending a response from Council.

8. Report from Open Spaces: NS & LT had provided reports that had been circulated to Councillors prior to the meeting.

i) **Monthly Play inspections & PROW report** – LT had completed her reports, there were no new issues other than the outstanding concern over the swings and multiplay at Hill Meadow.

ii) **JAF Play area Annual Maintenance quote & advice** – LT had met with a representative from 50+ to complete a quote for the work detailed on the action plan. 50+ thought some of the work could be covered by Sovereign warranty. It was **agreed** that LJ contact 50+ with the maintenance documentation issued by Sovereign for advice.

iii) **Hill Meadow refurbishment draft questionnaire & progress on funding**–It was **agreed** that question 4 be amended to include what equipment CPC planned for the site and that once agreed by LT it would be sent to printers.

iv) **CMC report** - NS had circulated a report. NS had met with Mr Windsor from Park End cottage who had given him copies of a Tree radar Root Mapping report that was showing root damage to his drains. Mr Windsor had taken legal advice and Council received a letter from him stating that Council had 14 days to reply. It was agreed that CPC should first find out what their liabilities are as the Common and Pond are not owned by them. JH suggested contacting the insurers. LJ was asked to first contact Legal Services at Bucks regarding the 1952 agreement between Amersham Rural District Council and Coleshill PC which does not state CPC liabilities only that maintenance of the Common & Pond is devolved to CPC. It was **agreed** that finding out who is responsible for this issue was a starting point before any further action should take place.

v) **Annual Asset inspection**- It was agreed that JH & BM would check the asset register and report any concerns.

vi) **UKPN reinstatement content & draft Wayleave agreement** – It was **agreed** that a call be made to Wellers Hedley's law group who are recommended by BALC to discuss the draft Wayleave agreement sent by UKPN. LJ was instructed to find out from UKPN the calendar of works that has been done on the Common that was going to be produced by UKPN. At the recent CMC meeting the committee agreed that there was more to add to the reinstatement draft requirements produced by John Conway as works on Barrack Hill, and the 2 sub stations had caused damage that had not been revisited and corrected. It was agreed that the CMC would revisit the document and come back with their amendments.

COLESHILL PARISH COUNCIL

MINUTES

Of the Parish Council meeting held on Monday 15th April 2024 at 7.00 pm, held at the Village Hall, Barrack Hill, Colehill

9. Finance: The RFO had provided a report which had been circulated to Councillors prior to the meeting.

i) **Cashbook, Bank balances and reconciliation as at 02.04.24** – the previously circulated documents were **agreed and signed**, there were no outstanding issues.

ii) **Internal Audit 2023-24-** LJ advised that the checklist had been dispatched to the auditor and the report was due shortly.

iii) **End of year 2023-24 Budget vs Action review** – LJ went through the expenditure and receipts and any large discrepancies to the original budget. Council approved the final accounts.

iv) **Making provision for the exercise of public rights 2023-24** – It was agreed the recommendation of 3rd June to 12th July be the dates for the provision. The Notice will be placed on the noticeboard and on the website on the correct date.

v) **Quote for compliant email addresses** – It was agreed to wait until the new website is live with the .gov.uk web address before moving to change councillor email addresses.

10. Items for payment:

The payments CB24-01-through to CB24-06 for April totalling £631.93 were **approved**.

PAYMENT OF ACCOUNTS FOR APRIL2024

CB No.	NAME	ITEM	TOTAL	VAT	NET
CB24-01	L Jackson	March pay	422.51	0.00	422.51
CB24-02	L Jackson	lonos fee, top up & IONOS My website now	44.80	5.80	39.00
CB24-03	IKON ICT	office subscription	10.30	0.00	10.30
CB24-04	BALC	annual subscriptions	91.35	0.00	91.35
CB24-05	Colehill Village Hall	CMC meetings fee	43.00	0.00	43.00
CB24-06	A Davis	editor software subs	19.97	3.33	16.64
	TOTAL		631.93	9.13	622.80

11. Councillors reports for areas of responsibility:

BM gave an update on his work on the emergency plan was progressing and next steps. It was **agreed** that Colehill should apply to be a pilot parish and that BM would schedule a call with Beth Ruth to arrange.

12. Next Meeting date: Monday 20th May 2024 for the Annual Parish Council meeting with the Annual Parish meeting starting at 6.45pm at Colehill Village Hall and the regular Parish council meeting start at 7pm

20: 40pm.Meeting Closed.

Signed Date