

COLESHILL PARISH COUNCIL

MINUTES

Of the Parish Council meeting held on Monday 18th March 2024 at 7.00 pm, held at the Village Hall, Barrack Hill, Coleshill

Parish Councillors:	Tony Treacy (AT) Chair Louise Templeton (LT) Gemma Clifford-Newman (GCN)	Jon Herbert (JH) Nigel Suttie (NS) Ben Morgan (BM)
Parish Clerk:	Lynda Jackson (LJ)	
County Councillors:	Tim Butcher (TB)	
Members of Public:	3	

- 1. Apologies for Absence:** Cllrs. Simon Rowse, Carl Jackson (Bucks)
- 2. Minutes of previous meetings:** It was moved by AT and **resolved** that the minutes of the Parish Council meeting held on Monday 15th January 2024 be signed as a true record of the meeting.
- 3. Declaration of Interest:** None
- 4. Councillor vacancy – 1.** The Clerk stressed that it was important to keep the message alive that CPC need a Councillor. With elections due next year, it was important that there was a full compliment.
- 5. Matters arising:** - School flooding resulting in delay of remedial works and gully cleaning – There was frustration that the repairs to the road and blocked drain had been delayed. The school recently got close to the point of closure in heavy rain but did have sandbags delivered. If the school had to close it would have a significant impact on families. It was **agreed** that the school should be asked if they had raised the issue with the Department of Education and if not to do so. It was **agreed** that the local MP should also be contacted for assistance. TB suggested that the Monitoring Officer be contacted through an official complaint. JH agreed to send better photos of the flooding to TB as the ones reviewed to Bucks were referred to as a `puddle` which was not the case. (these have now been sent)

Meeting Closed: 19:22

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

- Rosalind Pearce regarding the Cherry tree farm development. Ms Pearce asked what could be done about the substantial amounts of mud and debris being deposited on the village roads by the contractors' vehicles. Residents are resorting to sweep it away whereas the vehicles should either cleaned down as they leave site, or the roads cleaned afterwards. JH advised that the problem should be reported to Planning enforcement as it is usually a requirement of planning approval that measures be in place to avoid such problems.
- Len Tridgell regarding the light pollution article in the last edition of the newsletter which he thought was a serious matter that should be considered on all planning applications.
- Len Tridgell regarding the historic windmill in the village which is now being obscured by large trees and vegetation affecting the view from the road. It was suggested that the History group write to the owner of the property to express their concerns.
- Email from Graham Thorne regarding the repeated flooding of his property at the end of Hill Meadow. JH advised the drain does have water in it but is unlikely to get cleared as there is usually a silver car parked over it. The road sets also need raising to stop water running over and down into Mr Thorne`s property.

COLESHILL PARISH COUNCIL

MINUTES

Of the Parish Council meeting held on Monday 18th March 2024 at 7.00 pm, held at the Village Hall, Barrack Hill, Colehill

Meeting re-opened: 19:40

- 6. Clerk's Report: - Council website & change from My Website builder.** Council had previously agreed to build a website that was Parish Council specific. CPC have been advised that as IONOS is a foreign company with their servers in Germany it is now not compliant with Local authority regulations. It was **agreed** that the My Website builder contract be cancelled with immediate effect. Council **approved** a quote from Aubergine who would build a website that has a registered cabinet office domain i.e. pc.gov.uk. Quotes would also be requested for seven councillor and 1 clerk .gov.uk email addresses.
- **Bucks Green claims & Highways SOS contact – noted**
 - **Councils new Duty to Prevent Sexual Harassment – Noted.** It was **agreed** that the Civility & Respect and Dignity at work policies covered the points raised.
 - **email responses & google forms – LJ** stressed the need for Councillors to regularly check their emails and complete the google form requests by deadlines.

7. Report from Planning, BC updates:

Ref: PL/24/0175/NMA Cherry Tree Farm New Road Colehill HP7 0LE – **Noted**

Ref. No: PL/24/0519/FA | 5 Meadowcot Lane Colehill HP7 0LL – **No Objection**

Ref. No: PL/24/0578/HB | Hertfordshire House Colehill Lane Colehill HP7 0PD – **No Objection**

Ref. No: PL/24/0514/FA | Cherry Tree Farm Stables Tower Road Colehill HP7 0LE – **OBJECTION**

1. The public will have no view of land from the footpath if the structure and fence are built. One of the reasons for the application in 2015 for a barn alongside the footpath being refused was to protect the openness of the Green Belt and the need to conserve the high scenic quality of the Chiltern AONB.

2) The fence is effectively used as part of the justification for the new building not being obtrusive when the fence is intrusive of itself. A 2-metre-high fence is therefore inappropriate for the same reason as stated above.

3) An estate office, kitchenette and shower room are unnecessary for what is described as a tractor shed, and there is a concern this is a precursor to further development or change of use.

4) This is a completely new building. It extends the footprint of the buildings further into what was farmland. It is incorrect to suggest that it is replacing 2 fixed caravans and a portacabin as both were temporary.

5) The structure will affect neighbouring properties in terms of light pollution.

ii) Bucks update – TB advised the meeting that the budget had been agreed with a tax increase to households of 5%. 77% of the budget is spent on children services and adult social care. Bucks has decided to open up in county three children's homes as currently the policy is to send outside county which escalates costs. This means there is less money to spend on non-statutory, although an extra £5m has been set aside for the county's road repairs.

iii) Appeal Decision APP/X0415/D/23/3327568 The Spinney, Magpie Lane, Colehill, HP7 0L – Appeal dismissed **noted.**

iv) Transport report –JH had circulated his report prior to the meeting. He had a meeting with the LAT prior and had walked the village ensuring the missing gully's were on the asset maps and so would be part of the scheduled cleaning programme in the future.

v) Amersham Community Board meeting 15.2.24 – JH updated the meeting on his attendance at the event. The budget has been reduced significantly. It was noted that a lot of the good intentions have low take-up e.g. opening warm spaces but there were many promising ideas came out of the meeting.

vi) Community Board Boundary review survey – Councillors gave their views on the survey and

COLESHILL PARISH COUNCIL

MINUTES

Of the Parish Council meeting held on Monday 18th March 2024 at 7.00 pm, held at the Village Hall, Barrack Hill, Coleshill

asked that a joint response be sent by the deadline. It was **agreed** that Coleshill should remain within the Amersham board.

vii) Biodiversity policy update – Council **agreed** to carry this item over until the June meeting

viii) Town & parish focus group & actions – the previously circulated document was noted.

ix) Village Emergency plan – BM had circulated a document on `setting up an emergency response list`. As this would require setting up a list of vulnerable people in the village there were GDPR issues about how the data would be stored, who would have access to it. The new website could be used to obtain information, but first CPC would need to know about where this information would be stored and by whom. There were many security implications to be considered. It agreed that local charity groups should be involved in the Emergency plan. Next steps **agreed** were that BM would contact Beth Ruth for clarification and advice.

x) Devolved services for Highways 2024-25 – It was **agreed** that Amersham Town Council should be asked to quote for work that could be done in 2025-26 so that a comparison of what was being offered from Bucks to actual cost could be considered before any decision is made. JH **agreed** to meet with Mark from Amersham TC, but first CPC would need a more accurate map that covers the whole parish. We also need to better understand the liabilities we are taking on as a PC.

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) Play area Annual Maintenance review – LT had listed the small works plan for Hill Meadow and the Jack Adams Field site. It was **agreed** that a Handyman service be contacted for a quote for the Jack Adams Field site only as Hill Meadow could be refurbished.

iii) Hill Meadow refurbishment update – LT informed the meeting that several parents and grandparents all wanted to keep Hill Meadow open and that support from the community was needed to go forward. A draft consultation document was suggested, and it was **agreed** that it should be updated with more questions and examples of new equipment before being sent to every household. It was **agreed** that an Expression of Interest should be made to the Community Ownership Fund for funding towards refurbishment.

iv) CMC report - NS had circulated a report on work by volunteers on the Common since January. Concern was raised about the pools of water forming around the Common by Chalk Hill. A solution could be to install a pipe to run off the water to the road drain which comes with a problem as it is at a higher level. NS also informed the meeting that the footpath on the opposite side of Chalk Hill had been water-logged for several months now making it impossible to walk down. NS discussed the issue of hazard tape that has installed by the willows at the Pond around exposed roots. Council had agreed not to go ahead with a trench to cut and limit the willow root system, however, the owner of Park End cottage had decided to remove soil from the roots and install the tape barrier without permission of the Council. The CMC volunteers had removed the tape only to find it replaced several days later. It was **agreed** that NS would speak to the owner of Park End cottage to refill the hole around the root system and refrain from putting up hazard tape. If this method was not successful, then a formal letter should be sent by the Clerk.

v) UKPN & use of the Common update - AT had produced a report regarding works undertaken by UKPN and the resulting state of the Common at the corner of Chalk Hill and Windmill Hill. The report notes that the Wayleave agreement issued in 1964 did not cover any work since. UKPN have

COLESHILL PARISH COUNCIL

MINUTES

Of the Parish Council meeting held on Monday 18th March 2024 at 7.00 pm, held at the Village Hall, Barrack Hill, Coleshill

admitted that permission for working on the Common had not been sought and that they had assumed the verge was part of the Adopted Highway and so had installed cabling into it rather than under the road. UKPN are offering a back-dated Wayleave agreement and will pay towards legal fees so that it is fit for purpose. When the Wayleave agreement has been agreed they will meet with Council to agree back payment and reinstatement of the area to the satisfaction of Council, the CMC and residents. John Conway, who has specialist skills in this field, has offered to collaborate with Council for the benefit of all. Council **agreed** to share all relevant information with Mr Conway. After speaking to the Clerk UKPN agreed to complete a full estate review for the Common and its equipment.

vi) Request from Primrose Hill Cricket Club to use Jack Adams Field for a summer camp with overnight camping for up to 65 persons – the request had been received via. Coleshill Cricket Club as a way of raising funds to return regular cricket playing to the Jack Adams field. AT had questioned the committee of CCC as to whether they had spoken to residents or neighbouring properties first which they hadn't. JH felt this use of the Jack Adams field was inappropriate and from experience the Club does not have a good reputation consulting with the village residents. GCN was concerned with the safeguarding of such a large group of children and the impact on users of the field and play area as the dates requested were in the school summer holidays. It was **agreed** unanimously that Council could not agree such a request. AT **agreed** to speak to the Club with the Council's decision.

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 29.02.24 – the previously circulated documents were **agreed and signed**, there were no outstanding issues.

ii) Internal Audit 2023-24- LJ advised that the checklist for the auditor had been started and would be completed by end of April. CPC will have an external audit this year due to receipts and expenditure both being above the threshold exemption of £25k.

10. Items for payment:

The payments CB23-172-through to CB23-177 for February & CB23-180 through to CB23-186 for March totalling £12312.92 were **approved**.

PAYMENT OF ACCOUNTS FOR FEBRUARY & MARCH (interm)2024

CB No.	NAME	ITEM	TOTAL	VAT	NET
CB23-172	L Jackson	February pay	527.09	0.00	527.09
CB23-173	L Jackson	Ionos fee, top up & IONOS My website now, Trend micro security	54.75	6.46	48.29
CB23-174	Buckinghamshire Council	Magpie lane speed reduction 1st tch	9939.70	1656.62	8283.08
CB23-175	IKON ICT	office subscription	10.30	0.00	10.30
CB23-176	Amersham Business Services	stationery & copies	39.60	6.60	33.00

COLESHILL PARISH COUNCIL

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CB23-177	R Amarasinghe	grasscuts,hedgecut, leaf clearance	510.00	0.00	510.00
CB23-180	L Jackson	March pay	416.44	0.00	416.44
CB23-181	HMRC	4th qtr tax & ni	370.00	0.00	370.00
CB23-182	L Jackson	lonos fees & phone top up	44.80	5.80	39.00
CB23-183	A Davis	editor software x 2	39.94	6.66	33.28
CB23-184	IKON ICT	office subscription	10.30	0.00	10.30
CB23-185	Pete Whipp	Common tree survey work	100.00	0.00	100.00
CB23-186	Printed Easy	newsletter printing	250.00	0.00	250.00
	TOTAL		12312.92	1682.14	10630.78

11. Councillors reports for areas of responsibility:

12. **Next Meeting date:** Monday 15th April 2024 7.00 pm and Common Management Committee on 9th April at Coleshill Village Hall both start at 7pm

20: 50pm.Meeting Closed.

Signed Date