

# COLESHILL PARISH COUNCIL

## MINUTES

Of the Parish Council meeting held on Monday 19<sup>th</sup> March 2018 at 7.45 pm, in the Village Hall, Barrack Hill, Coleshill

- Parish Councillors: Terence Prideaux (TPx) Chairman      Craig Saunders (CS)  
Jonathan Herbert (JH)      Carol Hallchurch (CH)
- Parish Clerk: Lynda Jackson (LJ)
  - District Councillor: Jonathan Waters (JW)
  - Bucks CC: Mark Averill
  - Members of Public: 4

1. **Apologies for Absence :** Cllr. Lynn Woodgate, Cllr. Mary Pollock & Cllr. Tim Butcher (BCC),
2. **Minutes of previous meetings:** It was moved by TPx and **resolved** that the minutes of the Parish Council meeting held on Monday 15<sup>th</sup> January 2018 be signed as a true record of the meeting.
3. **Declaration of Interest:** None. Cllrs present had reviewed their Register of Interests form. CH & CS Councillors had completed new forms.
4. **Councillor Vacancy:** 1
5. **Matters Arising:** None

**Meeting Closed:** 7.46 pm

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### DEMOCRATIC PERIOD-

- TPx introduced Mark Averill- Head of Highways, BCC. Mark gave an overview of his role which includes a £40m budget. He is responsible for Budget & Routine maintenance as well as Capital works. This means when new projects are built they are then handed over to Mark to maintain. Mark explained Transport for Bucks are having to deal with 3 times as many pot-holes this year due to the bad weather. As work is carrying on into the winter months TFB are having to complete more temporary repairs due to the temperatures required to do permanent repairs. Mark admitted there was a long way to go but there were signs of a gradual improvement. Mark advised the meeting that all works are outsourced to Jacobs who deliver the service on behalf of BCC. Mark suggested that any dangerous problems identified are phoned through to TFB rather than logging on the internet, this would ensure they were prioritised quicker. Mark confirmed that the drainage repairs for Barrack Hill will be completed in the new financial year. The repairs have been marked fairly urgent so he would expect them to be completed around May/June. Mark advised that BCC are responsible for very few hedges in the County. Mark suggested that the Clerk should have regular meetings with the LAT- Mike Raven so that work in the parish can be identified and programmed in for repair.

**Meeting re-opened: 8.25 pm**

### 6. Clerk's Report:

- i) **Clerks meeting at CDC 23.1.18-** LJ updated Council on the meeting she had attended and its content.
- ii) **Application to register Council owned land-** LJ had received advice from SLCC that a formal valuation is not required as the land cannot be used for anything else other than recreational use. It was **agreed** that the total rents received over a 25yr period would be a reasonable figure to use.

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TPx **agreed** to calculate values for the Jack Adams Field and the land the Village Hall sits on so that registration applications can be submitted.

**iii) Water drainage Barrack Hill-** The update received from Mr Reilly was **noted**.

**iv) Magpie Lane hedge cutting** had been reported back to TFB for its poor quality of workmanship and also the way the road had been left scattered with debris resulting in 1 resident getting a puncture. It was **agreed** that Council would set up a working party to clear the area further before the growing season. TPx suggested purchasing a trailer that could be used around the village and also by the Common Management committee.

**v) LJ** had attended a tour of Bucks County Records office and was now familiar with what documents could be sent for archiving. A review of old documents of interest would be undertaken in the summer.

#### 7. Report from Planning:

##### Planning Applications for consideration:

**i) Ref. No: CH/2017/2283/FA** | Cherry Tree Farm, New Road, Coleshill - **NO OBJECTION**

**Ref. No: CH/2018/0030/FA** | Ongar Hill Cottage, Magpie Lane Coleshill - **NO OBJECTION**

**Ref. No: CH/2018/0152/NMA** | Bowers Croft, Magpie Lane Coleshill - **NO OBJECTION**

**Ref. No: CH/2018/0168/FA** | Tower View, Tower Road Coleshill - **NO OBJECTION**

CH advised that a neighbour had contacted her regarding Tower Views planning application and had sent their objections to the plans. CH advised that in her view there were grounds for objection but accepts that in her absence Council decided to send no objections.

**Ref. No: CH/2018/0224/FA** – Finlay Lodge, Village Road, Coleshill - **NO OBJECTION**

**Ref. No: CH/2018/0305/KA** | All Saints Church, Village Road Coleshill - **NO OBJECTION**

**Ref. No: CH/2017/2148/FA** |- Lawyers Cottage, Magpie Lane, Coleshill - **NO OBJECTION**

**ii) Bucks Mineral & Waste Local Plan consultation – Noted**

**iii) Modernising Local Government in Buckinghamshire-** The previously circulated documents were **noted**. JW advised the meeting that CDC along with the other District Councils would be pressing ahead with their application that a 2 tier system would be more beneficial and would be contacting the Minister to give their evidence. JW expressed surprise in the letter from government that there had been support from around the County for BCC's application.

**iv) HS2 public meeting 22.1.18 & observing other parishes-** TPx advised he was still waiting to hear from HS2 with answers to the queries raised.

**v) Road Safety Fund-** TPx **agreed** to find out more about the fund as ideas had been submitted to Council after the publication of the spring newsletter in which JH had written an article.

**vi) Cedar Field Land-** TPx advised that the land on Village Road had been put up for sale. There were 9.25 acres in total and the asking price was £21k per acre. TPx had been made aware there had been 4 offers.

**vii) Multiple Road Closure Order for special events 2018-19-** It was **agreed** that no road closures would be required in 2018-19.

**viii) CH/2014/0018/FA- Windmill Farm, Windmill Hill, Coleshill-** CH gave an overview of the problems surrounding this application. The owner had over a period of time put in multiple applications. CDC had now recommended conditional planning permission which would be put into a legal document. CH **agreed** to keep Council posted on any further developments on this application.

**ix) Public Spaces Protection Order Consultation-** Noted

**x) Chalfont St Giles Neighbourhood Plan-** **Noted**. It was **agreed** that the Clerk should contact CSG PC and ask what the total costs were in putting together a Neighbourhood Plan.

**xi) Dropped kerb application 2&3 Crosspath cottages-** The latest update received from Cllr. Julie Burton was noted. JW **agreed** to pursue the matter through his contact with CDC & BCC. It was also

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agreed that reducing the speed limit along the whole of Magpie Lane would also support the application.

#### 8. Report from Open Spaces:

- i) **Monthly Play inspection return** – The February & March routine play inspections had been completed there were no problems other than when visited on 18.3.18 the gate had been tied back. It was **agreed** that a Councillor would visit the site to ensure the gate was working correctly.
- ii) **Annual Maintenance of play equipment** - It was **agreed** that the weekend of 7<sup>th</sup> April would be convenient to have top up bark delivered and spread. JH **agreed** to liaise with LW to organise.
- iii) **Speeding concerns email- Penn Street**- Noted
- iv) **Speed Limit application process for Magpie Lane**- It was agreed that the request to change the speed limit along the whole of Magpie Lane would be an ideal item for an application to the Road Safety fund once information is received.
- v) **Requests for Commemorative bench & tree at the Pond**- 2 requests had been received. TPx had sought advice from Chris Wege who put together an information document, previously circulated, on what was suitable for the Pond area and common. It was **agreed** that no more benches should be allowed at the Pond but that 2 small native trees could be accommodated. Council **approved** a policy of limiting commemorative items and that there should be no more benches in the future.
- vi) **Diversion of footpath** - The concerns raised by Mr Nickson were **noted**.
- vii) **Litter picking dates & Keep Britain Tidy registration**- CH gave an update on the recent litter pick and the amount of litter collected. There had been a notice in the latest newsletter which had generated a good turn-out of volunteers. It was **agreed** that Coleshill should register with the Keep Britain Tidy campaign. CS brought up the problem and complaints of dog-fouling around the Cricket pitch. JH suggested spray painting around dog faeces to draw attention to the problem. CS **agreed** to write an article for the next newsletter.
- viii) **Activity trail project- update**- TPx informed the meeting that an article had been written for the spring newsletter requesting feedback from residents on the project, their views and what equipment they would prefer. A list of evidence of communication on the project had been sent to HS2 for approval but no response had been received as yet.  
**Tesco deadline for completion** – The deadline of 27.11.18 was **noted**. It was **agreed** that a meeting should be held before the next Parish Council meeting so that all Councillors can see what quotes and plans had been received so far.
- ix) **Hill Meadow bollards email**- The reply to concerns received about the cost of installing bollards on Hill Meadow was noted.
- x) **Overgrown hedging opposite Hill Meadow**- After complaints from residents. It was **agreed** that a letter should be sent to the home owner requesting them to cut back their hedge.
- xi) **Chilterns AONB representative**- The email from Clive Thomas was **noted**.
- xii) **Village Road surface update**- The jet patching of Village Road was due to take place this week. As Mark Averill pointed out this was only a temporary repair due to weather conditions.
- xiii) **New Road through road traffic concerns**- Council **agreed** with the suggestions in the email and agreed that it should be submitted to the Road Safety Fund.

#### 9. Finance:

- i) **Cashbook, Bank balances and reconciliation as at 31.01.18 & 28.02.18** – LJ had circulated this information to Councillors prior to the meeting. There were no questions.
- ii) **Internal Audit 2017-18**– The Internal Auditor had requested that the final part of the audit checklist be submitted as soon as possible after the end of the financial year so that a meeting can be arranged between himself, the RFO & Chairman.

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iii) **Review of Cricket Club lease-** It was **agreed** that a full review of the lease be completed by August before the rent was due in October.

iv) **Village Hall rent decision-** A reply had been received from the Village Hall committee confirming that all its parish meetings can be held free of charge. There was a note that the committee reserve the right to reconsider the arrangement if the Halls' financial situation requires it.

v) **Contract for temporary agency staff-** It was **agreed** that Coleshill Parish Council should be named on the temporary agency staff contract held by Bucks CC. The contract will run from April 2018 until March 2022.

vi) **Fixed Asset register amendment** – TPx signed off an amendment stating that the legal documents for the Jack Adams Field and the Village Hall land are currently in his possession whilst the application to the Land Registry is completed. This arrangement was **approved**.

#### 10. Items for payment:

The payments CB17-71 through to CB17-73 and CB17-75 through to CB17-79 for March invoices totalling £1121.96 (Inc. VAT) were **approved**.

COLESHILL PARISH COUNCIL					
PAYMENT OF ACCOUNTS FOR MARCH 2018 (Interim)					
CB No.	NAME	ITEM	TOTAL	VAT	NET
CB17-71	L Jackson	January wages	463.73	0.00	463.73
CB17-72	BALC	TPx planning course	57.9	0.00	57.90
CB17-73	Amersham Business Services	stamps	21.24	0.00	21.24
CB17-75	L Jackson	February wages	250	0.00	250.00
CB17-76	HMRC	Quarterly Tax & NI	244.40	0.00	244.40
CB17-77	T Prideaux	HS2 meeting flyers & distribution	15.28	0.00	15.28
CB17-78	L Jackson	Feb & Mch phone top up & 1and 1 fees, parking	47.98	4.00	43.98
CB17-79	R Ware	newsletter stamps & envelopes	21.43	1.60	19.83
					0.00
	<b>TOTAL</b>		1121.96	5.60	1116.36

#### 11. Councillors reports for areas of responsibility:

**LAF Meeting 27.2.18-** TPx was unable to give an update on this meeting as he was only able to attend for a short period. The minutes once received would be sent on to Councillors.

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12. Next Meeting date: Monday 16<sup>th</sup> April 2018 7.45 pm. at Coleshill Village Hall.

- 21:47pm.Meeting Closed.

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Signed ..... Date .....