

# COLESHILL PARISH COUNCIL

## MINUTES

Of the Parish Council meeting held on Monday 16<sup>th</sup> September 2019 at 7.45 pm, in the Village Hall, Barrack Hill, Coleshill

Parish Councillors: Terence Prideaux (TPx) Chairman                      Lynn Woodgate (LW)  
                                 Jonathan Herbert (JH)    Nigel Suttie (NS)  
                                 Neil Cadman (NC)

Parish Clerk:                      Lynda Jackson (LJ)

District Councillor: Jonathan Waters (JW)

Members of Public: 2

- 1. Apologies for Absence :** Cllr. Julia Burton (CDC)
- 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> July 2019 be signed as a true record of the meeting.
- 3. Councillor Vacancy:** 2
- 4. Declaration of Interest:** Cllr Neil Cadman re. Item 7i) Little Hertfordshire House  
Cllr Terence Prideaux re. Item 7i) Longfield  
Cllr Jon Herbert re. item addendum 7i) Bowers Mill Farm
- 5. Matters Arising:** i) Hill Meadow play area- LW had, prior to the meeting, made Council aware of 2 metal bolts protruding from the bark surround. NC **agreed** to repair the following day.

Meeting Closed: 7.47 pm

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### DEMOCRATIC PERIOD-

- Tony Barber regarding the verges in the village being left to grow untended especially around the Common. Mr Barber felt that David Hall could be used to cut each year at a small cost.
- Tony Barber regarding the hoarding outside Windmill Farm. When was it going to come down as it was looking unsightly?
- Tony Barber regarding the advertising board put up by Hitchambury Homes on Magpie Lane. Mr Barber felt they should apply for permission as it was totally out of keeping with the village appearance.

Meeting re-opened: 7.59 pm

- 6. Clerk's Report:** LJ informed the meeting that with a lack of planning experience on Council at present Len Tridgell had offered his services, as a retired surveyor, to look into planning applications and report back his findings to Council. His offer was well received and Councillors went on to discuss how they needed to get more involved in learning planning matters as everyone has to start from scratch when they are new Councillors. It was **agreed** that Mr Tridgell's offer should be accepted for the more contentious and less straight forward applications.

### 7. Report from Planning, BCC & CDC updates:

- i) **Ref. No: PL/19/2015/HB** Listed building application for demolition of internal walls and insertion of steel beams. Stock Place Village Road Coleshill HP7 0LG                      **NO COMMENT**
- Ref. No: PL/19/2363/FA** Erection of replacement outbuildings to form ancillary accommodation and garage Little Hertfordshire House Coleshill Lane Coleshill HP7 0PD                      **NO OBJECTION**
- Ref. No: PL/19/2443/FA** | Garage/workshop with first floor amenity space. Hertfordshire Lodge Coleshill Lane Coleshill HP7 0PD                      **NO OBJECTION**

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**Ref. No: PL/19/2536/FA** | Construction of 2 detached dwelling houses including associated landscape works and improvements to existing vehicular access. OS Field 7437 North of Wallers Oak Village Road Colehill

#### **OBJECTION**

The land is Green belt and within the AONB. The applicant states very special circumstances are needed before this reason can be overridden and yet does not demonstrate how the units can be regarded as 'special'.

The proposal does not meet the criteria for in-filling as set in GB4 of the Local Plan.

The proposal does not fill 'a small gap in an existing row of dwellings ... which form an otherwise fully developed frontage to a road'. The west side of Village Road comprises individual houses of varying size and character, sometimes with large gaps between them. The draft of the revised Local Plan, out for consultation currently, makes the infilling point even more explicit (Policy DM PP1): Infilling on open land which contributes to the openness of the Green Belt will be refused. Contrary to the assertions made in para 1.6, apart from Ardlair/Porch Farm Cottage there are no examples of double-depth housing that the Council are aware of on the west side of Village Road. Since it differs fundamentally from the east side, all the attempts in the D&A Statement to draw comparisons from other dwellings on the latter side of the road are completely irrelevant and should be ignored.

Colehill is not 'characterized by commuter housing' (D&AS para 1.6). The village has a great variety of housing and consequently families. It has managed to retain a rural character and cannot be considered 'urban' – a word used several times by the applicant. Remaining an integral part of the countryside which surrounds Colehill is vitally important any encroachment on the open spaces within the village will damage the village's essential nature.

There is also concern for the large oak that lies in Wallers Oak by the boundary of the land. This tree is listed TPO/1994/016/T1. This tree has historic significance to the village, the tree leaf is the emblem for the village school. The tree, being as large as it is, will have a very large developed root system that could be impacted by any construction on the land of the application.

Finally, if this application were to succeed, it would set a precedent for other developers wanting to extend their activities even further into open land within the village.

**Ref. No: PL/19/2602/FA** Construction of a hard surfaced tennis court with surround fencing Oak Tree Cottage Tower Road Colehill HP7 OLB - The Council **agreed** that a letter be sent supporting the objections raised by Mr Tridgell which had been forwarded to Council.

**Ref. No: PL/19/2556/FA** | Demolition of existing garage and erection of a replica triple garage Longfield Village Road Colehill

#### **NO OBJECTION**

**Ref. No: PL/19/2756/FA** Replacing existing single skin porch with larger cavity wall porch. Removal of internal doorway. 20 Hill Meadow Colehill HP7 OLF

#### **NO OBJECTION**

**Ref. No: PL/19/2905/FA** | Conversion of agricultural barn to single residential unit. Bowers Mill Farm Magpie Lane Colehill HP7 OLU

#### **NO OBJECTION**

**Ref. No: PL/19/2968/FA** | Replace and relocate outbuilding. Erection of wall and fence to boundary. Replacement of shingle with cobble patio. Colehill Cottage Village Road Colehill HP7 OLG

#### **NO OBJECTION**

**Ref. No: PL/19/2969/HB** | Listed Building Consent application for: Replace and relocate outbuilding. Erection of wall and fence to boundary. Replacement of shingle with cobble patio. Colehill Cottage Village Road Colehill HP7 OLG

#### **NO OBJECTION**

**Ref. No: PL/19/3009/SA** | Erection of outbuilding 2 Rushymead Cottages Amersham Road Colehill HP7 OJZ

#### **NO OBJECTION**

ii) CDC Crowdfunding Scheme- the previously circulated document was **noted**.

iii) Windmill Farm update- the previously circulated email update from Cllr. Burton was **noted**.

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- iv) Community Emergency Plan- the previously circulated information was discussed and it was **agreed** that Coleshill PC did not want to take part in putting together a Community Emergency Plan.
- v) Chalfont St Giles Local Plan challenge- the previously circulated email from the Clerk at CSGPC was **noted**. It was **agreed** that Coleshill parish would not be affected.
- vi) 5G Policy consultation- It was **agreed** that a response be sent to BALC stating that it was the Councils view that it was dangerous to object to progress that could have a positive impact on so many people's lives across the Country. Council felt that where sited masts should be camouflaged or attached to Churches that were sited at high levels.
- vii) HS2 review response letter to R.H. Dame Cheryl Gillan- it was **noted** for the Minutes that a letter had been sent to Dame Cheryl in response to her request for the Councils views and concerns on HS2.

#### 8. Report from Open Spaces:

- i) **Monthly Play inspection return** – The August & September routine play inspections had been completed. LW reported that there were 2 metal screws that required securing at Hill Meadow play area, NC **agreed** to repair them the following day. In addition LW reported that the bin at JAF was full and did not appear to have been emptied since it had been installed. The Clerk would contact CDC to ensure that it was on the collection rota. LW asked that a note of thanks be sent to Remy the grass-cutter as the grassed area at JAF activity area was looking lovely.
- ii) **CDC Large project fund application for Hill Meadow equipment replacement**- LW confirmed that an application had been made and that it would be 12 weeks before Council heard if they had been successful.
- iii) **5yr Hill Meadow play area financial review & Paradigm update**- TPx talked the meeting through the costs against income incurred for maintaining Hill Meadow play area. The average yearly costs for the 5 years was running at 19.50% of the Councils total discretionary income. TPx advised Council that he was still waiting on a response from Paradigm to the enquiry first made in January.
- iv) **Christmas lights update & Church committee response re.tree**- informed the meeting that the tree had been trimmed. As some of the lights were not working JH felt that the best way forward was to use a cherry picker to go to the top of the tree and find out which bulbs were not working and replace them and check that the cables are in good order. If they could be replaced then this would be the most cost effective method. If this was not an option then JH had checked the internet and believed new lights could be sourced costing no more than £500. The quote from Ridgeway Woodlands was **agreed** as a reserve plan if new sets of lights have to be installed. Council had also received an email from the Church committee advising they were unable to contribute to the cost of the tree work due to lack of funds.
- v) **Red Lion dog update** – Ian Snudden is now actively involved in dealing with the dogs causing a nuisance around the village that belong to the landlord of the Red Lion. Photos are being sent to the Clerk by villagers which are then forwarded to Ian who is taking the issue very seriously. JH reported that he had spoken to the landlord but he didn't seem very concerned.
- vi) **HS2 CEF application**- TPx informed the meeting that the application for a grass-cutter had been disappointingly unsuccessful.

#### 9. Finance:

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- i) Cashbook, Bank balances and reconciliation as at 28.07.19 & 28.08.19**– the previously circulated documents were **approved**.
- ii) 2019-20 Internal Audit letter of engagement**– It was **agreed** that the services of Philip Hood, Arrow Accounting be used again for the audit for this financial year.
- iii) 2020-21 draft Budget** - The previously circulated document was discussed in detail. Councillors **approved** the budget so far but would give final approval at the next meeting allowing for any last minute changes.
- iv) ICO-GDPR Toolkit**- TPx advised Councillors that it was clear that the use of the Coleshill.org was preferable to using private email accounts to view Council business. All Councillors **agreed** to use their Coleshill email addresses.
- v) Financial Regulations update July 2019**- Councillors had reviewed the updated document and had suggested minor changes. The new document was then **agreed** and **adopted** by Council.
- vi) External Audit 2018-19**- The Annual Return had been certified by PKF Littlejohn. The report states” On the basis of our review of Sections 1 & 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.” As per PKF Littlejohn`s instructions the Clerk will post the Notice of the Return on the Noticeboard and website. It was **agreed** that a charge of £2 should be made for any requested copies to cover admin costs.

#### 10. Items for payment:

The payments CB19-35 through to CB19-48 for August & September totalling £2249.52 (Inc. VAT) were **approved**.

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| <b>COLESHILL PARISH<br/>COUNCIL</b>           |
| <b>PAYMENT OF ACCOUNTS FOR SEPTEMBER 2019</b> |

| CB No.  | NAME                       | ITEM                     | TOTAL  | VAT   | NET    |
|---------|----------------------------|--------------------------|--------|-------|--------|
| CB19-35 | L Jackson                  | July wages               | 318.23 | 0.00  | 318.23 |
| CB19-36 | L Jackson                  | Phone top up & 1&1 fee   | 21.99  | 2.00  | 19.99  |
| CB19-37 | R Amarasinghe              | grass-cutting in July    | 220.00 | 0.00  | 220.00 |
| CB19-38 | Ridgeway Woodlands         | work on Xmas lights tree | 250.00 | 0.00  | 250.00 |
| CB19-39 | Amersham Business Services | newsletter               | 179.03 | 29.84 | 149.19 |
| CB19-41 | L Jackson                  | August wages             | 230.34 | 0.00  | 230.34 |
| CB19-42 | HMRC                       | 2nd qtr. tax             | 197.00 | 0.00  | 197.00 |
| CB19-43 | L Jackson                  | Phone top up & 1&1 fee   | 21.99  | 2.00  | 19.99  |
| CB19-44 | R Amarasinghe              | grass-cutting in August  | 165.00 | 0.00  | 165.00 |
| CB19-48 | Amersham Business Services | printer cartridges       | 60.94  | 10.16 | 50.78  |

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|              |                |                         |                |               |                |
|--------------|----------------|-------------------------|----------------|---------------|----------------|
| 45           |                |                         |                |               |                |
| CB19-46      | D J Hall       | JAF hedge-cutting       | 180.00         | 30.00         | 150.00         |
| CB19-47      | PKF Littlejohn | external audit fee      | 240.00         | 40.00         | 200.00         |
| CB19-48      | R Amarasinghe  | grass-cutting September | 165.00         | 0.00          | 165.00         |
| <b>TOTAL</b> |                |                         | <b>2249.52</b> | <b>114.00</b> | <b>2135.52</b> |

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

i) **Footpaths**- NS advised the meeting that there were no outstanding issues with the public rights of way through the Parish.

**Common**- JH reported he has not met with Graham recently.

**12. Next Meeting date:** Monday 21<sup>st</sup> October 2019 7.45 pm. at Coleshill Village Hall.

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**21:07pm.Meeting Closed.**

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