

COLESHILL PARISH COUNCIL

MINUTES

Of the Parish Council meeting held on Monday 16th March 2020 at 7.45 pm, in the Village Hall, Barrack Hill, Coleshill

Parish Councillors: Terence Prideaux (TPx) Chairman
Jonathan Herbert (JH)

Lynn Woodgate (LW)
Nigel Suttie (NS)

Parish Clerk: Lynda Jackson (LJ)

County & District Councillors: Cllr Tim Butcher (TB) BCCC

Members of Public: 2

1. **Apologies for Absence:** Cllrs. N Cadman, A Treacy. Cllrs. J Burton, J Waters (CDC)
2. **Minutes of previous meetings:** It was moved by TPX and **resolved** that the minutes of the Parish Council meeting held on Monday 27th January 2020 be signed as a true record of the meeting.
3. **Councillor Vacancy:** 1
4. **Declaration of Interest:** Cllr Suttie item 8viii)
5. **Matters Arising:** i) TPx advised the meeting that as previously circulated Elections due to take place in May had been postponed and current Councillors would continue in their role.
ii) TPx advised that the Community Awards event had been postponed due to the recent outbreak.
iii) LW advised the meeting that a number of residents had contacted her about whether a support group was going to be set up to support the elderly, vulnerable and those self-isolating. These residents had said they would like to volunteer to help. LW explained that those who did not have access to mobile phones or the internet were particularly at risk.

Meeting Closed: 7.50 pm

DEMOCRATIC PERIOD-

- Dick Ware regarding the Village newsletter. The Elections information was still in the draft newsletter which had not been sent to print as yet. ** It was agreed that the Clerk would send an amended vacancy notice to replace the Elections article.**

Meeting re-opened: 7.55 pm

6. **Clerk's Report:** i) Clerks meeting 30.1.20 – LJ gave an overview of the last meeting she attended which included information on Local Plan update, Community Infrastructure Levy which came into force on 17.2.20, Waste update and the new Unitary Council.
ii) CDC collecting waste after litter picks – LJ advised that CDC would collect waste after village litter-picks rather than volunteers having to take the waste to Amersham depot themselves.
iii) Bus services update – LJ advised that an article had been put into the next issue of the village newsletter reminding residents which bus services serve the village along with their destinations.

Meeting Closed: 8.00 pm After the late arrival of a resident who wished to speak the Chairman instructed that the meeting be closed so that the Democratic period could be re-opened.

- Cath Friend regarding those residents who are self-isolating due to the Coronavirus outbreak and what can help can be given. ** **In these unusual times Council agreed that a Coleshill Community responders group be set up with Cllr. Lynn Woodgate co-ordinating**

COLESHILL PARISH COUNCIL

MINUTES

Of the Parish Council meeting held on Monday 16th March 2020 at 7.45 pm, in the Village Hall, Barrack Hill, Coleshill

volunteers. Ms Friend said she and many others would like to volunteer. It was agreed that a flyer be produced and delivered to every household detailing what help was available, who to contact for help and how to volunteer. The flyer information would also be put into the newsletter due to be delivered later in the week as well as put onto the village website and noticeboard. **

Meeting re-opened: 8.07 pm

7. Report from Planning, BCC & CDC updates:

i) **PL/20/0480/TP**- Chalk Pit House, Barrack Hill, Coleshill – T1 Beech reduction of roadside branches. **NO OBJECTION**

ii) BCC & CDC updates- TB advised the meeting that the final BCC meeting had taken place with past Chairman attending, it included 131 years celebration of the achievements of Bucks County Council. BCC will be formally abolished on 31.3.20. TB also advised that Elections which had been postponed had thrown up a huge logistical problem for the new Unitary Council. The preference is now to run the new Council along the lines of the Shadow Authority until elections can take place. There is also a question over the Councillors who had wanted to retire. TB advised that the Council Tax letters had gone out and that the increase for the Chiltern area was not as high as the rest of the County as they have been brought into line with one figure for all residents. Community boards will be established for when the new Council takes effect and there will now no longer be a requirement for match-funding for approved community projects. It is important to note that only 50% of monies allocated to the Community boards can be used on Transport projects. It is not known when the first meetings of the boards will take place. Going forward there was still the issue of sorting out planning meetings that meet every 6 weeks. The Council thanked TB for his contribution to the Hill Meadow Play area refurbishment.

iii) Magpie Lane speed limit change information- The previously circulated information was **noted** and would be used when submitting an application to the HS2 Road Safety Fund.

iv) Website compliance & course attendance- It was **agreed** to carry this item over to the next meeting as Cllr. Treacy was unable to attend the meeting. It was also **agreed** that Cllr. Treacy should attend the BALC course on website accessibility compliance. Council **approved** the cost of attending. A maximum of £250 was **approved** by Council for any software purchases required to update the village website. Council **approved** the domain renewal cost.

v) Windmill Farm email suggestion- the previously circulated email was **noted**. It was decided to take no action at present. It was also **noted** that now the hoardings are down the new hedge planted had improved the look from Village Road.

vi) Elections- the correspondence received regarding the May Elections was now not valid due to their postponement.

8. Report from Open Spaces:

i) **Monthly Play inspection return** – The February & March routine play inspections had been completed. LW reported that there were no new issues.

ii) **Jack Adams Field inspection** – LW updated Council on the findings of the inspection. It was agreed that Sovereign should be contacted re. the comments relating to the swings as they were an installation issue.

iii) **Play trail gate damage** – LW advised that the damage caused by the recent storm had been corrected by Cllr. Treacy no further repair was required. The gate was not closing to the correct regulations, volunteer help would be sought.

COLESHILL PARISH COUNCIL

MINUTES

Of the Parish Council meeting held on Monday 16th March 2020 at 7.45 pm, in the Village Hall, Barrack Hill, Coleshill

iv) Hill Meadow multi-play revised quote – the previously circulated quote from Kiwi was **approved**.

v) Swings at Hill Meadow corrosion & RNC works quote – the RNC quote for moss-killing and cleaning the soft surface under the swings was **approved**. The Clerk was asked to get a second quote for the bench refurbishment and painting of the swings and goalpost.

vi) Street cleaning update – JH advised that the street cleaning machine had been to the village and cleaned all the roads thoroughly.

vii) Storm damage email – TPx advised he had contacted the resident regarding the work the Council had been completing around the village clearing fallen and dangerous trees. The resident offered to help on the next work party.

viii) Dead tree on Common email– It was **agreed** that TPx would write to the Common Management Committee to find out what monies they had left in their budget. It was also **agreed** that 3 quotes should be obtained to remove the trees that are tangled between power and telephone lines on the Common to prevent any further problems. NS **agreed** to obtain the quotes co-ordinating with JH & TPx. Once received TPx will contact CDC to find out how they can assist with funding. The Clerk was asked to supply TPx with what funds are available in the budget and reserves.

ix) Highways & road repairs communication – It was agreed that this item should be carried forward to the next meeting in the absence of Cllr. Cadman.

x) Annual review of Cricket Club lease – It was agreed that this item should be moved to September in the Calendar of Events.

9. Finance:

i) Cashbook, Bank balances and reconciliation as at 01.03.20– the previously circulated documents were **approved**. A letter had been prepared by the RFO for the bank asking for copies of the Direct Debit authorisation forms for the 3 companies that had been deducted from the account without authorisation. A new bank mandate was signed changing the correspondence address to the Village Hall. Council also **approved** LJ to be a non-signatory who can talk to the bank on account matters this was also included in the change of mandate.

ii) Pension Regulator Auto re-enrolment – The previously circulated document showing compliance was **noted**.

10. Items for payment:

The payments CB19-86 through to CB19-96 for March totalling £1799.39 (Inc. VAT) were approved.

COLESHILL PARISH COUNCIL					
PAYMENT OF ACCOUNTS FOR MARCH 2020 - INTERIM					
CB No.	NAME	ITEM	TOTAL	VAT	NET
CB19-86	L Jackson	January wages	404.98	0.00	404.98
CB19-87	L Jackson	phone top up,1&1 fee	21.99	2.00	19.99
CB19-88	The Play inspection co	JAF activity trail annual inspection	78.00	13.00	65.00

COLESHILL PARISH COUNCIL

MINUTES

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CB19-90	L Jackson	February wages	335.40	0.00	335.40
CB19-91	HMRC	4th qtr. tax	231.60	0.00	231.60
CB19-92	L Jackson	phone top up,1&1 fee	21.99	2.00	19.99
CB19-93	Amersham Business Services	printer cartridges, stamps	80.46	9.57	70.89
CB19-94	BALC	web compliance course-AT	41.55	0.00	41.55
CB19-95	R Amarasinghe	march grass-cutting, Dec leaf clearance	215.00	0.00	215.00
CB19-96	Chiltern DC	2nd qtr. dog bin emptying	368.42	56.68	311.74
	TOTAL		1799.39	83.25	1716.14

11. Councillors reports for areas of responsibility:

i) Common Clearance event throughout February – Between 4 and 10 people have been attending these events.

ii) Deed of derogation – TPx advised he had asked for an update from CDC. It was confirmed that the changes requested would now be passed to the new Unitary Council to agree.

12. Next Meeting date: Monday 20th April 2020 7.45 pm. at Coleshill Village Hall.

21:13pm.Meeting Closed.

Signed Date