

# COLESHILL PARISH COUNCIL

## MINUTES

### Of the Parish Council meeting held on Monday 18<sup>th</sup> May 2020 at 7.30 pm, via Video due to Coronavirus outbreak

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

Parish Clerk:                      Lynda Jackson (LJ)

County Councillors: Cllrs Tim Butcher (TB)

Members of Public: 1

- 1. Apologies for Absence:** Cllrs Jonathan Waters & Julia Burton (BC) due to IT problems
- 2. Minutes of previous meetings:** It was moved by TPx and **resolved** that the minutes of the Parish Council meeting held on Monday 20<sup>th</sup> April 2020 be signed as a true record of the meeting. This will be done by the Clerk sending hard copies to the Chairman by post for return.
- 3. Councillor Vacancy: 1.** Andrew Davis`s appointment as a parish councillor was approved unanimously after Councillors discussed his application after the last virtual meeting. Mr Davis had signed the acceptance of office prior to the meeting and joined the meeting as Councillor Davis.
- 4. Declaration of Interest:** Cllr Prideaux item 7i)
- 5. Matters arising: i)** Bucks Crisis Fund- TPx advised that LW had been organising the volunteer group with great success and thanked Cllr. Woodgate for all the hard work she has been doing. LW advised that she had been contacted by an elderly lady in Old Amersham who was shielded but was able to access on-line shopping. The resident was concerned that she was getting food parcels but didn`t need them and was told that if she stopped them she would not get a supermarket delivery slot. LW had collected the parcels and distributed the contents to 3 vulnerable groups in the village and foodbanks. It was **agreed** that the Clerk would contact Bucks to find out how the parcels can be stopped without impacting on-line deliveries.  
  
ii) Oak Tree Cottage- letter to planning (pending) The Council had been sent an email from a neighbour to Oak Tree Cottage that work had started without conditions being approved. JH advised no-one had been to the site and that it was down to Bucks Planning Service to enforce. It was important that CPC were not alienating residents. AT explained that planning are reviewing the conditions submitted by the agent but there was no point in CPC commenting on applications if residents take it upon themselves to do what they like. NC stated that he agreed with what had been said but that it was important that CPC put forward their views from a local level. It could be seen by others that Oak Tree Cottage is taking advantage of the current restrictions. AT referred back to what had been said at a prior meeting that the recent drawing submitted is different to the one submitted with the application. From looking at the documents it appears the plan has completely changed and the area is much bigger. TPx agreed and stated that the height of the mesh fencing is much higher than submitted and so will be more visible from the public footpath. Council **agreed** unanimously to respond to the conditions application detailing the changes that were not in the original application.

**Meeting Closed: N/A**

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#### DEMOCRATIC PERIOD-

- The Council had not received any concerns from the public

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Meeting re-opened: N/A

**6. Clerk's Report:** i) **HS2 request to speak via. Microsoft Teams-** LJ advised Council that she had recently spoken to HS2 regarding the planned diversion for the A404/ Whielden Lane overnight diversion and during that conversation HS2 had suggested they could update Council on works at a future meeting via. Microsoft Teams. Although this may be beneficial Councillors were concerned that due to the long diversion local people would use the village as a cut through. Council **agreed** that the Clerk contact HS2 to request that, as part of the closure, New Road and Tower Road should also be closed overnight to prevent this problem and once that was in place then HS2 should be invited to speak at a future meeting.

ii) LJ given an overview of a Zoom clerks meeting she had attended on 12.5.20 hosted by BALC. The Council **agreed** that a letter should be sent to the local MP & Communities secretary pointing out the conflicting information received in the letters from the Secretary of State and Martin Tett leader of Buckinghamshire Council.

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

i) **Ref. No: PL/20/1281/VRC** - Bodgers Village Road Coleshill HP7 0LQ Variation of condition 9 of planning permission PL/19/0160/FA (Demolition of existing dwelling and erection of new detached dwelling and single storey detached double garage.) to allow for changes to the garage.

**NO OBJECTION**

**Ref. No: PL/20/1282/FA** - Bodgers Village Road Coleshill HP7 0LQ Timber gates & brick piers to front entrance

**NO OBJECTION**

ii) **BCC & CDC updates-** TB advised the meeting that the 17 previous members of the cabinet have now been re-elected. Nick Naylor is the Cabinet member for roads. The annual meeting has been cancelled so there is concern amongst members how executives will be held to account. A new Road Permit scheme is now in place for anyone who wants to dig up a road which will ensure it is put back properly and affects all roads in the County. TB advised that after an email from LJ a Bucks directory will be made available for all Town & Parishes listing key contact information. TB thanked CPC for the kind letter he had received.

iii) **Village Broadband speeds & shortages-** It was agreed that an article be included in the next newsletter on how to check and improve your broadband speed. AT advised there are not enough slots in the BT cabinets to supply the whole village with fibre. It was agreed that with more people working from home a good broadband speed was a necessity. The Clerk was asked to contact Openreach to find out the situation with improving village coverage.

iv) **HS2 overnight closure** – as detailed in item 6i)

#### **8. Report from Open Spaces:**

i) **Monthly Play inspection return** – The May routine play inspections had been completed. The play areas are still closed

ii) **Hill Meadow multi-play inspectors comments** – It was **agreed** that Kiwi should be asked to come back and rearrange the boards on the side of the unit to prevent head entrapment. JH also advised that where the bricks had been removed, outside of the multi-play area, more topsoil and grass-seed would probably be required. JH suggested that more bark be purchased to give a better depth covering over the concrete base where parts of the removed multi-play stood. The Play inspection company had also revised the value of the multi-play which could then be forwarded to the insurers.

iii) **JAF repeat inspection** – The quote for a repeat inspection for the JAF play trail was **approved** on a rolling year basis.

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**iv) JAF proposed changes to gate access** – Councillors **approved** expenditure up to the value of £250 for materials to move the gate entrance to make it easier to access the site for contractors and deliveries but keeping the area protected from traveller occupation.

**v) Fly-tipping hotspots** – NC advised that he was working on obtaining a small covert box for a camera at Marrods Bottom and would update Council next month.

**vi) Verbal assault during lockdown** – NC gave further information on the recent assault on a young woman out taking exercise during the lockdown by a young person living in the Parish.

**vii) Highways and road repairs communication** – NC confirmed Fagnall Lane had been completed with patch repairs. NC advised he is still compiling a list of pot-holes with photos and measurements for reporting to TFB.

**viii) Verge area opposite Rushmead Carehome, Tower Road** – TPx, on receipt of an email from a resident, visited the site to assess what work was required, if any, to improve the area. JH advised he had also visited the site and agreed it was in need of attention, ideally digging out and levelling and then possibly posts putting in to stop vehicles parking on it. Bollards similar to the ones installed at the entrance to Hill Meadow would be suitable. TB suggested he visit the site to see if he had funds within his budget.

#### 9. Finance:

**i) Cashbook, Bank balances and reconciliation as at 28.04.20** – the previously circulated documents were **approved**.

**ii) Annual Return- Certificate of Exemption for year ending 31.03.20** – The previously circulated statement was **agreed** and **approved** unanimously. The clerk was **authorised** to ensure that the appropriate documentation was returned to the External auditors by the deadline stated.

**iii) 2019-20 Final Accounts for approval** – the previously circulated documents were **approved** unanimously. The RFO was asked to prepare a statement of current reserves held for the next meeting.

**iv) Annual Return year ending 31.03.20 Section 1 Annual Governance Statement** – The previously circulated statement was **agreed** and **approved** unanimously.

**v) Annual Return year ending 31.03.20 Section 2 Accounting Statements** - The previously circulated statement was **agreed** and **approved** unanimously.

**vi) Annual Return year ending 31.03.20 Explanation of significant differences** – The previously circulated statement was **agreed** and **approved** unanimously.

**vii) Period for the exercise of public rights** - It was **resolved** that 1<sup>st</sup> September be the date on which the exercise of electors' rights will commence, and the clerk was **authorised** to ensure that the appropriate documentation was displayed. <sup>i</sup>

**viii) Fixed Asset register annual check** – JH reported that he had completed the check apart from the equipment held by the Clerk. JH reported that all was in place apart from a village sign that could no longer be found on New Road. The Clerk was asked to report the missing signage to TFB. The Title Deeds are currently being held securely by the Clerk.

**ix) Insurance renewal quotes** – Came & Co had supplied 3 quotes for renewal all of which could be for 1 year or 3. Council **approved** unanimously the quote for Pen insurance on a 3yr contract to ensure no price rise throughout the period.

#### 10. Items for payment:

The payments CB20-06 through to CB20-11 for May totalling £2123.07 (Inc. VAT) were **approved**.

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<b>PAYMENT OF ACCOUNTS FOR MAY 2020</b>
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CB No.	NAME	ITEM	TOTAL	VAT	NET
CB20-06	L Jackson	April wages	280.03	0.00	280.03
CB20-07	L Jackson	phone top-up,1&1fee,annual domain fee	51.31	5.22	46.09
CB20-08	Came & Co	annual insurance premium	669.76	0.00	669.76
CB20-09	S M Ward	Hill Meadow refurbishment	751.97	0.00	751.97
CB20-10	Information Commissioner	Annual renewal	40.00	0.00	40.00
CB20-11	Remy Amarasinghe	April & May grass cutting	330.00	0.00	330.00
	<b>TOTAL</b>		2123.07	5.22	2117.85

**11. Councillors reports for areas of responsibility:** None

**12. Next Meeting date:** Monday 15<sup>th</sup> June 2020 7.30 pm. Virtual meeting via. Zoom.

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**21:00pm.Meeting Closed.**

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

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<sup>iii</sup> Since the meeting it has been discovered 1<sup>st</sup> September is the date all must be completed therefore a new date was proposed and agreed at the June meeting starting Wednesday 17<sup>th</sup> June.