

# COLESHILL PARISH COUNCIL

## MINUTES

Of the Parish Council meeting held on Monday 12<sup>th</sup> December 2022 at 7.00 pm,  
held at the Village Hall, Barrack Hill, Coleshill

Parish Councillors: Tony Treacy (AT) Chair  
Nigel Suttie (NS) Jonathan Herbert (JH)  
Louise Templeton (LT)  
Parish Clerk: Lynda Jackson (LJ)  
County Councillors: Cllr. Carl Jackson (CJ)  
Members of Public: 7

- 1. Apologies for Absence:** Cllrs. Butcher, Rowse (Bucks C) , Andrew Davis, Neil Cadman (CPC)
- 2. Minutes of previous meetings:** It was moved by AT and **resolved** that the minutes of the Parish Council meeting held on Monday 17<sup>th</sup> October 2022 be signed as a true record of the meeting.
- 3. Declaration of Interest:** None
- 4. Councillor vacancy –** 1. AT asked Councillors to inform would be volunteers to put their names forward. AT was aware of 1 candidate.
- 5. Matters arising:** Damage to Duck feeding signage at Pond –AT advised the meeting that the signage on top of the A frame had been damaged. It was agreed that it would not be replaced as it had served its purpose at the time.

**Meeting Closed: 19:02**

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### DEMOCRATIC PERIOD-

- Email received from Terry Reilly in which he notes a report on the PC website outlining options for the management of the pond, in summary being:  
**Option 1 - "Natural Pond" Aim:** *To manage the pond in a "natural" way for the maximum benefit of wildlife, e.g. allowing water levels to fluctuate over the whole of the pond. This will impact on some of its current uses, for example its role as a duck pond and potentially its aesthetic appeal. In this option the pond would not always be full of water and the at least some of the surrounds would be managed less frequently and in a less regimented way.*  
**Option 2 - "Classic" Village Pond with Ducks and/or Fish Aim:** *To maintain the pond as a traditional village pond with regularly managed surrounds, a resident population of ducks and possibly fish. Nature conservation, by default, to be of secondary importance, as many species will not tolerate the ecological conditions associated with such a management policy.*  
**Option 3 – Village Pond and Wildlife Aim:** *To maintain the pond as mix of both traditional village pond but with wildlife also very high priority (assumed equal for the scenario outlined here). This option will involve compromises for both perspectives and could be a difficult thing to do in one pond. Two possible approaches are outlined below.*  
*Although the report dates from 2007 it's not clear from the website, or from the state of the pond, which option the PC decided upon or whether they consulted on the options at all (despite authorising the removal of all the fish in 2014). I look forward to seeing in the minutes how the PC has decided to proceed on both issues. If they decide to consult on the management of the common I would suggest the options should be:*  
**Option 1 - Wildlife Reserve Management** *much as now for both the woodland and grassed area where public access and amenity is discouraged.*

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**Option 2 - Village Resource** Management balanced for wildlife preservation and public access/amenity (including for those less able) with the woodland managed much as now and the grassed area maintained and mowed cyclically for the use and benefit of villagers.

**Option 3 - The Common as it used to be** Clear the common of the self-sown bracken and trees and return it to the wide open space that it traditionally was.

- Email received from Stuart Watson on behalf of Chesham Cricket Club I was planning to attend the Parish Council Meeting tonight to speak in-person, I just want to respond on Chesham Cricket Club's behalf to clarify a couple of points arising from the commentary on the situation at Colehill Cricket Club by Andrew Aylett and Cllr Cadman's in the last Minutes.
  1. Andrew wrote: "I did not agree 4 year contract with the Club's three ground share partners. Only Chesham CC was offered a 4 year agreement (at their insistence) but in fact no agreements were signed by me or the third parties. I deliberately did not pursue the signing of the agreements as the CPC made it clear that they intended to force a review of the Club's lease at the end of the 2022 season and, under those circumstances, it would be impossible for the Club to enter into any binding agreement with Chesham, Jordans or Future legends beyond 2022." Chesham CC : ideally Chesham CC wanted a 5-year deal, but a 4-year deal compromise was negotiated and agreed with Colehill CC (via Andrew Aylett), resulting in Andrew sending out an amended Agreement on 10<sup>th</sup> February 2022. On the 14<sup>th</sup> February 2022 Chesham CC (via Stuart Watson) emailed their acceptance of the Agreement, so in effect the Agreement was electronically signed - it's 2022, there was no need for bits of paper. The 4-year term was (and is) very important for Chesham CC, it impacts very large investment decisions and planning - we could not agree to operate on a year-by-year basis, with all the instability that would bring. Also, this length of agreement demonstrates Chesham CC's desire to assist Colehill CC in rebuilding its playing capabilities - getting even just one regular Colehill CC team playing again will not happen overnight, it will take time and effort. By committing to 4 years Chesham CC is showing we are in it for the long haul to help a fellow cricket club with whom we have shared many ties and links for several decades. So as far as Chesham CC is concerned, we have negotiated and agreed in good faith a 4-year deal.
  2. Andrew wrote: "The ground share arrangements did not and do not preclude Colehill from playing crickets at the JAF." Chesham CC: Andrew is correct. Throughout discussions Chesham CC has always made it very clear that we are open to fielding joint sides comprised of Colehill & Chesham players to keep the Colehill name alive at JAF during the rebuilding process e.g. one of our Sunday teams could play as "Colehill" or as "Colehill & Chesham" with any mix of Colehill and Chesham players based on the number of Colehill players wishing to play. Furthermore, if Chesham CC had been allowed to use JAF for midweek Junior training, coaching and development sessions we would have extended that to entering "Colehill" teams into the Bucks Cricket Board junior age group Leagues and Knock-Out Cups, the best gateway for proper junior cricket in Bucks. Also, we made it clear that any Colehill players wanting to play adult Saturday League cricket would be very welcome to join Chesham and if they were in our 3<sup>rd</sup> or 4<sup>th</sup> teams all their Saturday home games would still be played at Colehill CC. Chesham CC is a Cricket Club - and we offered to re- build a Club environment at Colehill CC, one which could include adults and juniors, men and women, boys and girls, competitive and friendly matches. So there is absolutely nothing in the agreement which precludes Colehill playing as a team or as individuals, and I feel it is only right to emphasise that Andrew Aylett's clarification is correct on this point. Hopefully these comments shed a little more

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*light on these topics, and clarify Chesham CC's position in trying to assist with the re-building of the playing capabilities at Colehill CC. If any Councillors have any queries arising, I would be very happy for them to be directed to me.*

- Penny Ware regarding transparency on how the Common Management Committee operate as a sub-committee of Colehill Parish Council. Mrs Ware informed Council that she had found an email she had prepared but unfortunately had not sent to Council. Mrs Ware read through the email which questioned how the CMC operates as a sub-committee of the Parish Council. There does not appear to be any transparency in informing the public of what the CMC and CPC are approving. The CMC must be run in a democratic manner as it was originally set up to do. The Councillor on the sub-committee should be responsible for ensuring that decisions are made public. Mrs Ware asked why residents were not informed about the work on the Pond. Residents were not informed how much it would cost. It is unclear who made the decision for the work. Mrs Ware had been informed that work on the pond had been undertaken without the agreement or knowledge of the CMC, and that they didn't even know it was happening. She therefore questioned who made the decision to do the work, given the great work the CMC had been doing, and in respect to how much it cost, Mrs Ware asked who approved the expenditure.
- Dick Ware regarding democracy and the publication of information used by Councillors in meetings. Mr Ware pointed out item 8iii) and that it would have been useful to see the report to then have a view on actions being taken. Mr Ware asked if reports could be published along with the Agenda.

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#### Meeting re-opened: 19:15

**6. Clerk's Report: - National Joint Council 2022 Pay agreement** – LJ had circulated to all Councillors details of the pay agreement. Council approved the award back-dated until 1<sup>st</sup> April 2022.

#### 7. Report from Planning, BC updates:

**i) Ref. No: PL/22/3740/FA** Flat 3 Colehill House, Tower Road Colehill HP7 0LB **NO OBJECTION**

**Ref. No: PL/22/3741/HB** Flat 3 Colehill House, Tower Road Colehill HP7 0LB **NO OBJECTION**

**Ref. No: PL/22/3765/HB** Colehill Cottage, Village Road Colehill HP7 0LG **NO OBJECTION**

**Ref. No: PL/22/3962/FA** 4 Crosspath Cottages Magpie Lane Colehill HP7 0LT **NO OBJECTION**

**ii) Planning Enforcement notices for Hertfordshire Lodge, Colehill Lane, Colehill** – 2 enforcement notices received were **noted**.

**iii) Buckinghamshire Council updates** – CJ gave an update on Bucks Council matters. The budget has taken up a large amount of Councillors time and although it has been put in place for the next 3yrs it will be held for 1yr when a further review will take place. There are large gaps in the support grants Bucks receive which have to be addressed. The autumn statement delaying the social care implementation was helpful. Waste services has been hit by the windfall tax applied to energy companies, this affects Greatmoor unfortunately. Household waste collections have now settled down, CJ is aware of some households receiving compensation. Roads have been allocated a £100m budget but with costs rising it will not go as far as initially intended. The gully cleaning programme has also been kept in place. CJ asked if there were any questions from Council. JH advised that the waste operatives are leaving rubbish in the road after collecting bins. Bins and in particular the food waste bins are often left in the middle of the road.

**iv) Transport report** – JH had circulated his report. JH had met with the new Local Area Technician. He advised the white lines will be painted near the triangle at the bottom of Barrack Hill in the next few weeks, weather permitting, or after April. TFB have accepted that the gully running down

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Barrack Hill is in need of repair. JH asked CJ if micro-surfacing on Barrack Hill and Magpie Lane could be added to the local member's roads to be completed preference list. TFB are looking into the drainage issue on Tower Rd by Springfield. JH has requested that the concrete bollards in the hedge at the start of Magpie Lane be removed on the grounds of safety and because they are damaged. JH advised the meeting that he intends to raise the issue of Bucks poor performance on clearing fly-tipping once it has been logged on Fix My Street. JH gave the example of the large builder's bag containing broken glass on Sampsons Hill. They should not be closing off jobs before they have completed them. JH pointed out that the waste tip will not take fly-tipped tyres without payment. JH also pointed out that despite reporting pot-holes around drain covers they take numerous emails before any action is taken. CJ asked JH to forward to him any issues he was having and he would escalate them.

**v) UPW survey and contact with probation service-** NS gave a summary of a conversation with the probation service which resulted in a site visit to discuss using them for work on the Common. The offenders are classed as low level and may include drunk-drivers, shop theft or paedophiles. They use a special vehicle that is equipped with a WC to transport offenders to sites where work is to be carried out. There is a supervisor, a building is needed to use but they do have pop-up tents. The offenders can only use hand tools which they have a small selection. They would not be allowed to cut down trees or move chopped material. They did suggest a first task could be to clear the path at the side of the Church. NS had contacted Chiltern Rangers to see if they were aware of this service. Although aware the Rangers were not keen to recommend. NS had also spoken to a select group of residents who said they would not be happy. NS summarised that if there was a particular job in mind then maybe they should be considered. The Probation service are not keen to work with other organisations like BBOWT, Chiltern Rangers and TCV, which would be an issue as the CMC work parties work closely with them.

**vi) Amersham United charities update** – Council were pleased to receive the latest update which was **noted**.

**vii) Early day Motion support for Revisit of Government response to Standards in Public Life** – Council **approved** the sending of a letter to the local MP.

**8. Report from Open Spaces:** NS had provided a report that was circulated to Councillors prior to the meeting.

**i) Monthly Play inspections** – No issues

**ii) Common & Pond consultation with residents outcome** – NS summarised the meeting held on 1.12.22 and what actions were planned to be taken by CMC based on residents responses. The Pond would continue having 10 cuts per year but on the perimeter wildflowers would be planted. The majority view of residents was that the Pond should not be topped up when it dries out in the summer. Graham Thorne had suggested that more silt could be removed from the Pond but Chiltern Rangers felt it would not make any difference and could harm the clay layers. It was agreed there were too many brambles and residents wanted them reduced so the CMC would plan to do that. Chiltern Rangers are planning on using a tractor this next year to cut the central grass area, this will also cut through brambles which can then be dug out. Working with Chiltern Rangers the CMC have been working with a 10 year plan to manage the brambles. If the brambles are blitzed then this will affect the wildlife, so the CMC view is to continue with the 10 segment/ ten year plan. It is the CMC's intention to clear around the Mushroom tree, there is a lot of work to clear around the paths. It is also the intention to make the picnic area more attractive to users and more family friendly, again there is a lot of clearance to be done. Windmill Hill/ Chalk Hill corner cannot be done until UKPN have completed their work which will be in the next 6-7 months. The CMC will arrange a tree survey in the next financial year. The CMC feel it is important to attract more volunteers. Especially younger members of the community. The CMC will complete a plan that will be ready for the January Council meeting. LJ asked if it could be laid out with SMART

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(Specific Measurable Achievable Realistic and Time based) principles also WHAT – HOW – WHO – COST – WHEN. AT then summarised all the actions the CMC had committed to for the meeting.

**iii) CMC report & Budget (Final) request for 2023-24** – The CMC had sent an update of the works they had completed since the beginning of October. The budget for £9199 exc.storm contingency, was approved by Council and will be sent to Bucks for their final approval.

**iv) Coleshill Cricket Club update** – The Chair of the Cricket Club, Stephen Inchbald had sent an update on the current situation with the Club. This had been circulated to Councillors prior to the meeting. Mr Inchbald was attending the meeting to answer any questions Council might have. Mr Inchbald suggested that he would like to see CPC working with the Club to attract more members. He thought a `Fresher's style event with different groups arranging a day to attract newcomers to the village to be made aware of what they could get involved in. AT asked how many members the Club currently had. Mr Inchbald advised between 20 & 30 juniors through their parents. There are also Life members & Vice presidents. Future Legends is affiliated to the Club. AT enquired whether social membership was an option. The Club has asked for a senior councillor to be the liaison officer with the Club. AT asked whether Cllr. Cadman was still on the committee and whether he had been told he was no longer required as liaison. Mr Inchbald said no the committee were disappointed with comments made by Cllr. Cadman and that was why they were asking for a change. He agreed to speak to Cllr. Cadman would deal with that. Mr Inchbald said he took exception to the Chesham Cricket Club email read out earlier and asked for a copy so that he could speak to them.

**v) Willow trees at pond response from Keith Musgrave** – A response had been received that stated the willows were in the vicinity of the Pond and so the responsibility of Coleshill PC. Keith advised that any application to fell a protected tree that is causing subsidence must have evidence of the alleged damage submitted with the application. The tree officer states that he has not seen any such subsidence damage at Park End cottage. The tree officer confirmed that Artemis Tree services are recognised as an Approved Contractor by the Arboricultural Assn and that he would expect their advice to be reliable. The tree officer's initial thoughts are that it should be possible to re-pollard the 2 trees at a similar point to previous cuts. If decay has occurred due to previous cuts then he recommends re-pollarding at a slightly lower level. JH expressed concern for the owner of Park End cottage and would like to still pursue the idea of a trench to restrict root growth. It was **agreed** that Artemis should be contacted for advice on the viability of using a trench and if possible give a separate quote.

**vi) Christmas lights PAT test** – The Pat test had been completed and the fee **approved** respectively. The work was completed by the 50+ group and it was **agreed** that it should be completed every 3 years.

**9. Finance:** The RFO had provided a report which was circulated to Councillors prior to the meeting.

**i) Cashbook, Bank balances and reconciliation as at 30.11.22** – the previously circulated documents were **approved**.

**ii) Budget for 2023-24 FINAL** – The final draft had been circulated. Council **approved** unanimously a budget of £17046 for 2023-24. The budget does not include CMC expenditure.

**iii) 2023-24 Tax base** – Council had received the Tax base calculations for Band D properties. Coleshill has one of the smallest tax bases compared to other small parishes with similar precepts. The Tax base was used to identify how much a Band D property would pay extra with a 1.5% & 3% parish increase to the precept for 2023-24. Increasing by 3% would mean a £1.16 increase per annum on a Band D property. This is the amount CPC would get however Buckinghamshire council may increase the council tax more to pay for the increased cost of service across the whole of the county.

**iv) Precept for 2023-24** – An increase of 3% to the parish precept to cover the shortfall in expenditure against income was **approved** unanimously. A precept request of £13006.84 will be sent to Buckinghamshire Council.

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v) **Internal auditor letter of engagement for 2022-23** – The Council’s current auditor had informed the clerk that she was no longer in a position to conduct audits. Another auditor had been approached and had sent in a letter of engagement. Council **approved** unanimously the appointment of Bridget Knight to conduct an internal audit for the accounts for 2022-23.

vi) **Appointment of External auditor for 202-23** – Notification had been sent that the external auditors would be PKF Littlejohn. This was **noted**.

### 9. Items for payment:

The payments CB22-66, 69-through to CB22-73 for November and CB22-96 through to CB22-101 plus CB22-107 for December totalling £3672.49 were **approved**.

#### PAYMENT OF ACCOUNTS FOR NOVEMBER & DECEMBER 2022

CB No.	NAME	ITEM	TOTAL	VAT	NET
CB22-69	L Jackson	October pay	462.28	0.00	462.28
CB22-70	L Jackson	IONOS, top-up	21.99	2.00	19.99
CB22-66	Printed Easy	newsletter printing	286.00	80.00	206.00
CB22-71	A Davis	editor software	39.94	6.66	33.28
CB22-72	Amersham Business svces	cartridges, stationery	50.44	8.41	42.03
CB22-73	D J Hall	grass & verge cutting	1032.00	172.00	860.00
CB22-96	L Jackson	November pay	635.61	0.00	635.61
CB22-97	L Jackson	IONOS, top-up,	21.99	2.00	19.99
CB22-98	R Amarasinghe	grass cutting	360.00	0.00	360.00
CB22-99	DM Payroll services	2nd half fee	60.00	0.00	60.00
CB22-100	50+	lights PAT test	90.24	15.04	75.20
CB22-101	HMRC	3rd qtr. tax	345.00	0.00	345.00
CB22-107	Printed Easy	Xmas newsletter printing	267.00	0.00	267.00
	<b>TOTAL</b>		3672.49	286.11	3386.38

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

**Tennis Club AGM** – the Minutes of the AGM had been circulated. AT advised there are now 9 people on the very active committee. Matt Rhys-Evans has taken over as Treasurer.

**Newsletter** – Andrew Davis had sent in a report for the newsletter. The Christmas greetings contributions had been very successful this year. He confirmed going forward the regular print run will be 260 copies. The contributor’s deadlines had been issued for 2023 along with publication and distribution dates. Mr Davis had suggested purchasing a new printer for his use for the newsletter.

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Council was concerned that although the initial machine may be a small cost the cartridges are very costly. CPC already has a functioning printer so would question why a second asset would be required. As Cllr. Davis was not present at the meeting it was suggested that he be asked to discuss at the January meeting.

**11. Next Meeting date:** Monday 16<sup>th</sup> January 2023 7.00 pm at Coleshill Village Hall

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**20: 34pm.Meeting Closed.**

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