

# COLESHILL PARISH COUNCIL

## MINUTES

### Of the Common Management sub-committee meeting held on Tuesday 9<sup>th</sup> April 2024 at 7.00 pm, held at the Village Hall, Barrack Hill, Coleshill

Committee members: Nigel Suttie (NS) Chair  
Chris Wege (CW)  
Steve Thompson (ST)  
Steve Bowers (SB)  
Derek Higgins (DH)  
Graham Thorne (GT)

Parish Clerk: Lynda Jackson (LJ)

Parish Councillors: Jon Herbert (JH)

Members of Public: 1

- 1. Apologies for Absence:** Gemma Clifford-Newman (GCN)
- 2. Matters Arising – Hazard tape and exposed trench at Pond.** NS explained he had a conversation with the owner of Park End Cottage about the hazard tape and exposed trench at the Pond. The resident was asked to fill the trench and remove the tape as it was a hazard and also spoil the look of the Pond area. The householder explained he had recently incurred drain issues, a camera had been put down the drain to discover what the problem was and he is waiting for a report which he will share with the CMC. One company has suggested that the willows should be felled but if that was not possible then a 20m trench should be dug to restrict the roots of the willows. A rough estimate of costs would be between £20k & £30k. The homeowner was feeling that a lot of pressure was being put on him. NS will speak to the gentleman again before the next Council meeting.  
- **Pond bench refurbishment request** – The committee **approved** the removal of the memorial bench at the Pond for refurbishment by Mr Colin Bradley.

**Meeting Closed: 19:05**

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#### DEMOCRATIC PERIOD-

- **Jon Herbert regarding the Barrack Hill side of the Common. JH was concerned that with heavy rains more rain is draining off the Common and running down Barrack Hill in more than one place. JH asked if the trench on the Common could be dug out as it was overgrown.**

\*\* The committee suggested meeting at the Common to look at the trenches which had in the past held water from running off the Common and any berms that needed rebuilding. Any work will be added to the Action plan for 2024-25.

- **The Clerk had received an email from a resident regarding the publication of meeting dates for the CMC. `We happened to spot today a notice on the Council noticeboard about the public meeting of the Commons Management Committee tomorrow. How is the public supposed to know about this meeting? Much as you might like them to do so, very few village residents would be looking at the noticeboard. I believe there was no mention of it in the recent newsletter. I would think this renders the “public” nature of this meeting redundant. Personally, I don’t have a problem with the CMC meetings being for the committee only. It allows them to focus on the work in hand. The public can always comment/raise issues at the regular Council meetings. But if the constitution has been changed then it should surely be followed! `**

\*\* LJ advised the committee that the dates had been sent to the newsletter editor in October 2023 but they had not been included in the recent edition. The CMC meetings are also published on the noticeboard & village website. ST advised that he will start writing articles for the newsletter on behalf of the CMC with the intention of encouraging residents to attend meetings and join in events on the Common.

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#### Meeting reopened: 19:12

**3. Ash trees update & replacement trees choice** – LJ was asked to contact the tree surgeon to arrange a date for the work and let the CMC know. The CMC will ensure that someone from the committee will be available on the day. It was **agreed** that an Alder should be purchased as a replacement tree.

**4. Willow trees – 6-month checks:** the committee **agreed** to do a visual check of the willows and report back any concerns and if necessary, agree any further action required. NS volunteered to conduct a check when he calls on Park End Cottage later in the week.

**5. UKPN use of the Common:** a document prepared by John Conway had been circulated prior to the meeting. The CMC were asked to approve its content before being sent to Council and then for solicitors' advice. The committee felt there were other parts of the Common that should be included where UKPN had caused damage to the Common e.g. Barrack Hill side, around the sub-station on Village Road. It was agreed that the CMC would meet on the Common to add the extra information before sending to Council.

**6. Action plan 2023-24 review of work completed :** GT had made a list of all the work and work parties that had taken place in the year. DH **agreed** to format it onto a structured action plan that could then be published on the village website. ST explained it was important that the CMC had a clear strategy for how they communicated with the village.

**7. Action plan for 2024-25:** GT had circulated a 2<sup>nd</sup> list of works for this new financial year including work parties and support days from either the Chiltern Society or Chiltern Rangers. DH agreed to format this list into an Action plan that can be published again on the village website. The dates suggested by GT for work parties were **agreed**. The CMC will **agree** on dates for support days so that LJ can get them booked in along with the grassland cut.

**8. Plan for public participation events – Wildlife Explorer Day–** GT had met with a representative from Wild Amersham for help with setting up another Wildlife Explorer Day. Wild Amersham had sent a set of questions that required answers before they could proceed further. It was **agreed** that the CMC would meet to discuss the requirements and put together a plan to make the day a success. CW suggested attendees be encouraged to bring a picnic which would eliminate the need for catering other than possibly tea & biscuits. LJ advised that the CMC must ensure they comply with the Byelaws for the Common. Funding was discussed and the CMC **agreed** that they should look at putting in another application to the Community Board. It was **agreed** that the event would be offered to other parishes.

**9. Finance – Quotes for work** – The CMC **agreed** there were no current quotes for work required.  
**-Budget 2024-25** – LJ advised the meeting that she was waiting for confirmation of the budget breakdown from David Stowe along with Purchase Orders.

**2023-24 Actual vs. Budget expenditure end of year review** – LJ had circulated a copy of the end of year spend against the reduced budget. The CMC were £1604 underspent. SB **agreed** that he would start a draft budget for 2025-26 based on the current one and the reports.

**10. Next Meeting date:** Tuesday 3<sup>rd</sup> September 2024 7.00 pm at Coleshill Village Hall

**Meeting closed: 20:20**

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