

COLESHILL PARISH COUNCIL

MINUTES

Of the Parish Council meeting held on Monday 17th April 2023 at 7.00 pm, held at the Village Hall, Barrack Hill, Coleshill

Parish Councillors: Tony Treacy (AT) Chair
Nigel Suttie (NS)
Gemma Clifford-Newman (GCN)

Jonathan Herbert (JH)
Louise Templeton (LT)
Ben Morgan (BM)

Parish Clerk: Lynda Jackson (LJ)

County Councillors: 1

Members of Public: 1

- 1. Apologies for Absence:** Cllrs. Carl Jackson, Simon Rowse (all Bucks)
- 2. Minutes of previous meetings:** It was moved by AT and **resolved** that the minutes of the Parish Council meeting held on Monday 20th March 2023 be signed as a true record of the meeting. The Common Management Committee had also submitted the Minutes of their meeting held on 4th April which were **approved** and signed by Cllr. Nigel Suttie as a true record of the meeting.
- 3. Declaration of Interest:** None
- 4. Councillor vacancy** – Council had been advised by Bucks that no election was required for the current councillor vacancy. The vacancy is advertised on the noticeboard and the village website.
- 5. Matters arising:**
 - PROW cycling policy response.** Council had received a response from the PROW team which had been circulated to Councillors prior to the meeting. It was **agreed** that the response be sent to the resident who raised the issue. It was also **agreed** to order more No Cyclists rondels, JH agreed to replace them where needed.
 - Hill Meadow – condition of bollards** – Council were made aware of the concrete bollards near the entrance to the Play area that were damaged and had been for some time. It was **agreed** that Paradigm housing should be contacted as it was part of their responsibility.
 - Permission to use Jack Adams Field for parking for Charity event at Orchard House** – JH had received a request from Orchard House, Tower Rd to use the Jack Adams field, if required, for a Charity Open Garden event on 26th April. Council **approved** this request unanimously. LJ was asked to let the Cricket Club know.

Meeting Closed: 19:06

DEMOCRATIC PERIOD-

- *Len Tridgell regarding the broken gate on the PROW on Tower Rd. LJ was asked to contact the landowner who is believed to be Oak Tree Cottage as they are responsible for the maintenance of this.*

Meeting re-opened: 19:09

- 6. Clerk's Report: - BMKALC membership renewal**– Council had received a copy of the letter from BMKALC detailing the rate increases for membership 2023/24. It was **agreed** that membership would continue as the service offered Councillor training and a good advice service.

COLESHILL PARISH COUNCIL

MINUTES

Of the Parish Council meeting held on Monday 17th April 2023 at 7.00 pm, held at the Village Hall, Barrack Hill, Coleshill

7. Report from Planning, BC updates:

i) There were no planning applications to review

ii) **DLUHC Consultation on Infrastructure Levy** – It was **agreed** that all Councillors would look at the consultation and give a view, if required, to the questions within it. If they could be sent to AT he would formulate a response, if required, ready for approval at the next meeting.

iii) **Transport report** – JH went through his previously circulated report. He advised that as Balfour Beatty have now taken over the contract for Bucks Highways it was now time to recommence efforts to get the whole of Magpie Lane changed to 30mph. He suggested drafting an email but first finding out who within the organisation was best placed to create a PID , project initiation document, for the work. TB agreed to go back to Bucks to find a contact name for JH but it would be best to wait a month for things to settle down. JH had also reported two blocked gullies.

iv) **Bucks update** -TB gave the meeting more information on the new roads contract. The roads are currently in the waste state for 15yrs. £5m had been taken out of Bucks reserves and added to the road budget to deal with the problem in addition to some extra funding coming from central government. Buckinghamshire Highways are looking to move to 7 day working to deal with the road problem. TB asked Council to let him know of any urgent road works required so that he could escalate when he next met Bucks Highways. TB advised that B & B costs had risen to £3.9m which was mostly due to housing Afghan refugees. Bucks are looking around to the County for suitable properties to purchase as, in the long run, it will be more cost effective. The Customer service centre, which TB has a responsibility for, is currently running at 8650 calls per day. Handling time is currently 10mins per call. Calls to Planning & Highways receive the highest number of calls. Household waste team calls are also running extremely high at over 1600 calls per week. County is looking to introduce `webchat` to improve the service. Bucks is also looking at ways to rationalise buildings to make savings.

8. Report from Open Spaces: NS & LT had provided reports that were circulated to Councillors prior to the meeting.

i) **Monthly Play inspections & PROW report** –LT advised she had changed the timings of annual inspections so that annual budgeting could be more accurate. LT reported the fence at JAF had been repaired.

ii) **Annual Play area inspections & action plan** – LT confirmed that she had met with a handyman to identify what works were required and was waiting for a quote.

iii) **CMC report & quote for wayfinder posts.** – NS informed the meeting that the CMC wanted to purchase Wayfinder posts to install at the various entrances to the Common. The use of the posts is so that if the Emergency services need to be called the nearest access point on `What3words` can be quoted. Council **approved** the cost of the posts and plaques. Council formally **approved** the extra cost of the work of pollarding the willows at the pond. Work will commence when final planning approval is received. NS informed the meeting that Bucks Reptile and Amphibian Group had laid out refuge mats on the edge of the Common grassland area in order to survey what invertebrates are around.

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 31.03.23** – the previously circulated documents were **agreed**, there were no outstanding issues. The clerk advised that a new bank mandate had been submitted to TSB to include the two new members and delete the 3 councillors who had recently resigned.

ii) **Annual Return year ending 31.3.23 Certificate of Exemption** - The previously circulated statement was **agreed** and **approved** unanimously. The Chair signed the document.

COLESHILL PARISH COUNCIL

MINUTES

Of the Parish Council meeting held on Monday 17th April 2023 at 7.00 pm, held at the Village Hall, Barrack Hill, Coleshill

iii) **Actual vs. Budget expenditure end of year review 2022-23** – the previously circulated documents were reviewed as per the detail on the finance report submitted as part of Council papers. Details of overspend and underspend were highlighted and the end of year bank balance. It was **agreed** to move the remaining general reserves into the deposit account.

iv) **Annual Fixed Assets review** – It was **agreed** that JH would complete the checks along with Cllr. Morgan.

10. Items for payment:

The payments CB22-141-through to CB22-143, CB23-001 through to CB23-007 March final & April totalling £1404.82 were **approved**.

PAYMENT OF ACCOUNTS FOR MARCH (FINAL) 2023

CB No.	NAME	ITEM	TOTAL	VAT	NET
CB22-141	J & D Clark Ltd	CMC treeworks	396.00	66	330.00
CB22-142	G A Pollock	repair to JAF fence	25.00	0.00	25.00
CB22-143	Amersham Business Services	printer cartridges, laminates	84.31	14.05	70.26
	TOTAL		505.31	80.05	425.26

PAYMENT OF ACCOUNTS FOR APRIL 2023

CB No.	NAME	ITEM	TOTAL	VAT	NET
CB23-01	L Jackson	March pay	673.99	0	673.99
CB23-02	Coleshill Village Hall	CMC meetings fee	41.00	0	41.00
CB23-03	IKON-ICT Ltd	office subscription	9.40	0	9.40
CB23-04	A Davis	editor software subscription	19.97	0	19.97
CB23-05	L Jackson	phone top-up, IONOS fee	21.99	0	21.99
CB23-06	Balc	annual subscriptions	93.16	0	93.16
CB23-07	BALC	councillor training B morgan	40.00	0	40.00
	TOTAL		899.51	0.00	899.51

11. Councillors reports for areas of responsibility:

Website update – AT informed the meeting that he was working on building a new website over the next few months. It was **agreed** that the website would be a Parish Council website rather than Village website with a Parish Council section. AT advised that many of the pages on the website had not been kept updated by their owners and Council needed to be able to manage the new website easily. The History Society and the Village Hall have their own websites and will not be impacted with the change. Where required links to various village organisations will be put onto the new site.

12. **Next Meeting date:** Monday 15th May 2023 7.00 pm at Coleshill Village Hall & 6.45pm for Annual Parish meeting.

19: 55pm.Meeting Closed.

Signed Date