

COLESHILL PARISH COUNCIL

MINUTES

Of the Parish Council meeting held on Monday 20th March 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)

Parish Clerk: Lynda Jackson (LJ)

County Councillors: 0

Members of Public: 6

- 1. Apologies for Absence:** Cllrs. Tim Butcher, 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 17th January 2023 be signed as a true record of the meeting.
- 3. Declaration of Interest:** None
- 4. Councillor vacancy** – Council had received resignation letters from Neil Cadman & Andrew Davis. Neil Cadman`s vacancy had been advertised and Andrew Davis`s was waiting for the statutory period so that the vacancy could be advertised in the village. Ben Morgan introduced himself as a candidate for the current vacancy. Ben gave a short summary of himself and why he wished to become a Councillor. Ben was asked to leave the room whilst Council considered his application. His appointment had a proposer and was seconded with Council voting unanimously to approve him as a Parish Councillor for Coleshill. Ben signed the Declaration of Office and joined the meeting as Councillor Ben Morgan.
- 5. Matters arising: Bottrells Lane/ Hodgemoor Woods incident reported to the police.** Council had been made aware of an incident occurring in the woods which had been reported to the police and Chalfont St Giles Parish Council. A mother and child witnessed 2 men in a state of partial undress whilst they were walking in the woods. As the area falls within the Parish the Clerk has notified the Bucks Councillors for the Ward and asked them for support in co-ordinating a solution for the on-going problems which also includes fly-tipping, hazardous waste and large amounts of litter. The land is owned by Buckinghamshire Council with the Forestry Commission managing the woods. The Forestry Commission have suggested repairing fences, re-introducing hedgerows and completing a specialist clean-up. It was **agreed** that the Forestry Commission be asked to go ahead with their plan as soon as possible and that the police be contacted for an update. This is the first reported incident for some time that Council have been made aware of.

Planning application review and responses – As 2 Councillors who reviewed planning applications outside of Council meetings have resigned it has become necessary to put in a new process so that responses can be sent to Bucks planning within the given timeframe. Councillors have been using the new process recently and **agree** it works well. It was **agreed** that all Councillors will submit their responses to planning consultations using the `google form` sent by the Clerk. Responses will be included in the next Council meeting.

Broken slat on fence at entrance to Jack Adams Field- This was discussed under play area agenda item

Meeting Closed: 19:12

DEMOCRATIC PERIOD-

- Rosalind Pearce on what was being done on the current state of the village roads after resurfacing. AT advised they would be discussed later under the transport report.*

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- Len Tridgell regarding the ingress of water on his property after the resurfacing work Tower Road. This has now been resolved.
- Len Tridgell regarding Councils decision not to comment on applications for Certificates of Lawfulness. He suggested such applications should get considered and where appropriate comments sent into Bucks. AT advised that CPC do not get consulted on such applications.
- Len Tridgell regarding the suggested works on the Willows at the Pond. Mr Tridgell asked whether this work would be done under an insurance claim as insurers are usually supportive of such claims.
- Email from Susan Smith regarding the behaviour of & damage done by cyclists to village public rights of Way. It was **agreed** that Bucks PROW team are contacted regarding their policy to deal with such problems which are not just affecting Coleshill.

Meeting re-opened: 19:28

6. Clerk's Report: - 7.4.23 deadline for Road closure applications for Coronation weekend– GNC

advised that after making enquiries there are no plans for any events.

Councillor's responses to requests for applications/ grants outside meetings – Councillors agreed unanimously to ensure they all responded by the deadlines set to such requests.

Dignity at Work policy – Councillors voted unanimously to **adopt** the Dignity at Work policy previously circulated.

7. Report from Planning, BC updates:

i) Ref. No: PL/23/0125/SA Red Cottage Tower Road Coleshill HP7 OLB

NOTED

Ref. No: PL/23/0294/FA Coleshill Cottage Village Road Coleshill HP7 OLG

NO OBJECTION

Ref. No: PL/23/0295/HB Coleshill Cottage Village Road Coleshill HP7 OLG

NO OBJECTION

Ref. No: PL/23/0305/SA Glebefield Village Road Coleshill HP7 OLG

NOTED

Ref. No: PL/23/0516/VRC Land Adjacent To Cherry Tree Farm Tower Road Coleshill HP7 OLE

NO OBJECTION

Ref. No: PL/23/0529/FA Hill House Windmill Hill Coleshill HP7 OLG

NO OBJECTION

But note: it could be seen as overdevelopment of the site but is owned by the nearest neighbour (excluding the fact it is semidetached) and all the development will be on that boundary with the detached neighbour.

Ref. No: PL/23/0581/FA Westwood House Meadowcot Lane Coleshill HP7 OLL

NO OBJECTION

Ref. No: PL/23/0590/NMA Cherry Tree Farm New Road Coleshill HP7 OLE

NOTED

Ref. No: PL/23/0591/NMA Cherry Tree Farm New Road Coleshill HP7 OLE

NOTED

Ref. No: PL/23/0694/CONDA Coleshill Cottage Village Road Coleshill HP7 OLG

NOTED

Ref. No: PL/23/0662/HBSA Red Lion Cottage Village Road Coleshill HP7 OLG

NOTED

Ref. No: PL/23/0682/FA Red Cottage Tower Road Coleshill HP7 OLB

NO OBJECTION

Ref. No: PL/23/0694/CONDA | Coleshill Cottage Village Road Coleshill HP7 OLG

NOTED

Ref. No: PL/23/0808/KA T1 & T2 willow - Coleshill Pond Adj. Park End Cottage Village Road

Coleshill

NOTED

ii) Consultation on appeal Hertfordshire Lodge –

NOTED

iii) Transport report – JH went through his previously circulated report. He advised that Transport for Bucks have a new contractor from 1.4.23, Balfour Beatty. There is a 6mth backlog of jobs as a lot has been put on hold until the new contractor takes over. The situation in Coleshill has been impacted with this change. Our Bucks members are fully supporting getting the roads fixed as quickly as possible and have already arranged an extra visit by the sweeper to remove loose chippings and grit. Bucks are taking more control. Crews will only be able to mend a 5sq.m area, any bigger will have to go out to tender. The supervisor for Bucks has been out to look at the

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condition of the roads impacted and has arranged some pot-hole repairs but the major repairs to the surface will need warmer weather. JH has asked for another sweeper to come out and target the bends and centre of the roads. JH read out the most recent response from Cllr. Jackson.

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

i) Monthly Play inspections – No issues other than another broken slat on the fence at the Jack Adams Field. AT suggested that the Council should have a handyman who they can turn to for these sorts of small works. He has recently spoken to Gary Pollock who is happy to do this sort of work, he charges £25 per hour plus materials. It was **agreed** that Gary should be asked to repair the fence as a start.

ii) Annual Play area inspections & action plan – LT confirmed that inspections had taken place and copies of both reports had been sent to Councillors. All comments made were categorised as very low or low risk. An action plan is required but first Council should determine what is required by referring to the equipment maintenance manual and categorise what action is needed in the short, medium and long term. It was agreed that Council would work together to put together a plan and pursue what works Gary pollock may be able to take on.

iii) Colehill Common Management Committee Articles of Association & action plan and quotes for tree-works. – All Councillors had received a copy of the Final draft of the Articles of Association of the Committee, this was **agreed & adopted** unanimously. NS confirmed that the first aid bag contents had been reviewed, according to regulations, after an incident at a work party event in the cold weather. A card listing access points is now kept in the bag in case the emergency services had to be called. Work parties had been busy clearing around the jubilee bench, the Mushroom tree and the picnic table so that they are all now more user friendly. The committee will now work on a plan for summer activities this should be ready for the next meeting. The committee now have 5 village members and 2 meetings have been planned that will be open to the public to attend the first of which will be on 4th April. Council **approved** the tree-works quote submitted by J & D Clark Ltd.

iv) Willow trees update & quotes – JH explained the plan to dig a trench close to the boundary of Park End Cottage to restrict growth. An application has been sent to Bucks planning for the work plus to pollard both trees. It was **agreed** that subject to planning being agreed that £250 be spent hiring a digger, the cost of membrane and other incidentals. It was also **agreed** that subject to planning to go ahead with the quote submitted by Gabris to pollard the willows.

v) Quotes for works on trees at Jack Adams field – 2 quotes had been circulated. Council **approved** a quote submitted by John Emms for the work.

vi) Community payback scheme – It was **agreed** to contact the scheme to investigate whether the scheme would be able to litter-pick the A355/ Bottrells lane lay-by which is used constantly including overnight which leads to a build up of litter.

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 28.02.23 – the previously circulated documents were **agreed** there were no outstanding issues. The clerk advised that a new bank mandate would need to be completed as 2 councillors had resigned and 2 new councillors had joined. LJ would investigate how this is now completed as local branches have since closed.

ii) Standing items 2023-24 – The RFO had circulated a list of regular items paid each year. Council **approved** the continuation of each item on the list to ensure continuity.

iii) Microsoft Office 365 monthly subscription – The Council laptop has been replaced with up-to-date functionality. Council **approved** a monthly subscription via. IKON-ICT of the purchase of Microsoft Office 365.

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10. Items for payment:

The payments CB22-121-through to CB22-134, CB22-135 through to CB22-136 & Cb22-139 for February & March interim totalling £2956.55 were **approved**.

PAYMENT OF ACCOUNTS FOR FEBRUARY & MARCH (INTERIM) 2023

CB No.	NAME	ITEM	TOTAL	VAT	NET
CB22-121	L Jackson	January pay	368.66	0	368.66
CB22-122	L Jackson	phone top-up, IONOS fee	21.99	2	19.99
CB22-123	A Davis	Adobe monthly software fee x3	59.91	9.99	49.92
CB22-124	G Thorne	CMC expense- grasscutting blade	25.79	4.3	21.49
CB22-126	L Jackson	February pay	412.65	0	412.65
CB22-127	L Jackson	phone top-up, IONOS fee	21.99	2	19.99
CB22-128	HMRC	4th qtr tax	344.93	0	344.93
CB22-129	IKON ICT Ltd	laptop & set up	620.95	103.49	517.46
CB22-130	IKON ICT Ltd	office monthly fee	9.4	0	9.40
CB22-131	BALC	course- G Clifford-Newman	40	0	40.00
CB22-132	BALC	course A treacy	45.00	0.00	45.00
CB22-133	Play Inspection Co Ltd	annual play area inspections	175.08	29.18	145.90
CB22-134	G Thorne	CMC expense misc.items	134.62	0.00	134.62
CB22-136	Printed Easy	spring edition printing	251.00	0.00	251.00
CB22-139	A Davis	Adobe monthly software fee March	19.97	3.33	16.64
CB22-135	Buckinghamshire Council	dog-bin emptying	404.71	67.45	337.26
	TOTAL		2956.65	221.74	2734.91

11. Councillors reports for areas of responsibility:

Coleshill Cricket Club – AT informed the meeting he had attended the Club`s AGM and agreed to be the Council liaison between the Club & PC. The liaison councillor will be part of the Club`s committee. The Club plan to hold 3 open days when anyone can come along and play cricket. All age groups are welcome, male or female and novices.

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Parish Liaison meeting 1.3.23 – JH gave an overview of the meeting which included an update on the roads, the local plan, CIL and coronation plans.

Village Hall AGM will be held on 31.5.23 at 7.30pm

12. Next Meeting date: Monday 17th April 2023 7.00 pm at Colehill Village Hall & Common Management Committee meeting on Tuesday 4th April 7.00pm at Colehill Village Hall.

20: 23pm.Meeting Closed.

Signed Date