

# COLESHILL PARISH COUNCIL

## MINUTES

### Of the Parish Council meeting held on Monday 18<sup>th</sup> January 2021 at 7.30 pm, via Video due to Covid 19 pandemic

Parish Councillors: Tony Treacy (AT) Chairman  
Nigel Suttie (NS)  
Neil Cadman (NC)  
Jonathan Herbert (JH)  
Andrew Davis (AD)

Parish Clerk: Lynda Jackson (LJ)

County Councillors: Cllr. Tim Butcher (TB), Cllr. Jules Burton (JB)

Members of Public: 7

- 1. Apologies for Absence:** Cllrs. Jackson & Waters (BC)
- 2. Minutes of previous meetings:** It was moved by AT and **resolved** that the minutes of the Parish Council meeting held on Monday 14<sup>th</sup> December 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 vacancies – 2.** AT welcomed Linda Daly & Louise Templeton to the meeting, both had shown an interest in becoming Councillors. Linda gave a short introduction about herself and asked to be considered for one of the Councillor vacancies. Linda Daly's appointment as a parish councillor was approved unanimously. Due to Covid restrictions Linda was unable to sign the acceptance of office which was read out to the meeting and received her agreement and commitment. Linda will sign and return the acceptance of office at the earliest opportunity. Linda joined the meeting as Councillor Daly.
- 4. Declaration of Interest:** NC Item 8v) as member of Cricket Club committee.
- 5. Matters arising:**

**Meeting Closed: 19:43**

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#### DEMOCRATIC PERIOD-

##### Meeting re-opened: 19:44

**6. Clerk's Report:** - The Clerk had circulated a report and update on the following prior to the meeting with some items requiring action from Council

**On line banking registration progress- Noted** it was also agreed that a bank mandate be completed to ensure the deposit account was linked to LJ's access. This was a mistake by TSB when setting up the account.

**Clerks meeting 15.12.20 – Details Noted.**

**New litter bin for Jack Adams Field update – TB agreed** to take up the case with Bucks as the delay was considered unacceptable.

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

**i) Ref. No: PL/20/4123/FA | Greenstead, Magpie Lane Coleshill HP7 0LU      **NO OBJECTION****  
**Ref. No: PL/20/4252/EU | Orchard Courtyard, Tower Road Coleshill HP7 0LA **NO OBJECTION****

**ii) BC updates-** JB advised the meeting she was still awaiting a long overdue update on Waggoners Bits Stables.

- May Elections- these are still planned to go ahead.
- HS2 Road Safety Fund- details of the email update were **noted**.
- Buckinghamshire Council Adoption statement – **Noted**.
- Amersham Community Board Transport working group HS2 updates – **Noted**

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- BALC update (Day) v Shropshire Council (Disposal of land) – **Noted**
- Letter from Little Missenden Parish Council re. HS2 enabling works- it was **agreed** unanimously that CPC would join forces with LMPC, Great Missenden PC & The Lee PC to co-ordinate efforts to hold HS2 to account.
- JH gave an update on the 2 petitions currently running for safer roads in Coleshill. The petitions will be discussed at the Community Board meeting in February. TB thanked JH for all his hard work on the petitions. One petition was getting more signatures than the other due to an IT issue. Reminders would be sent round for those that had not completed.

**iii) Planning & Enforcement meeting 15.12.20** – Details of the meeting were included in JH's Highways report circulated as part of the meetings papers.

**8. Report from Open Spaces:** AD, NC & NS had provided a report on their responsibility areas and the items needed action and approval. This was circulated to Councillors prior to the meeting.

**i) Monthly Play inspection return** –AD was concerned that the gate at Hill Meadow did not lock. LJ explained that the gate had been modified so that it closed automatically, to prevent dogs entering, within the regulations and that the recent inspection had not mentioned it as an issue. AD explained that all the repairs at both Play areas are still outstanding but that 2 local people with carpentry skills had volunteered to do the work. It was critical that repairs were done as soon as possible as the Jack Adams Field is due this month. It was **agreed** that AD should order Velcro ties and be reimbursed. It was **agreed** that volunteers should be asked to repair the JAF fence and be reimbursed for any material costs. Play bark needs to be ordered to top up Hill Meadow again this requires doing as quickly as possible. Although AD thought not many residents used the Hill Meadow play area, Graham Thorne told the meeting there has been a large increase in people using it.

**ii) Covid 19 risk assessment for outdoor gym** – AD had completed a Covid 19 risk assessment based on the recent guidance from government. AD advised the gym should close but that was difficult as it was not fenced in and the equipment was standalone so unenforceable. It was **agreed** that all the necessary signage should be in place and that the rules should be reiterated on the website and through the mailing list.

**iii) Village & residents security** –It was agreed that NC would regularly publish the local crime figures & details. It was also agreed that NC would write a feature in the next newsletter as well as putting the Thames Valley police alerts link onto the village website. The publication `Securing your property` would also be published.

**iv) Memorial trees policy for Common** – Since the last meeting there has been a nationwide suggestion that a tree should be planted for every person who has died due to Covid 19. The Common felt that the current policy should stand but that if CPC wished to make exceptions on a case by case basis then they would agree to that.

**v) BBOWT Zoom meeting 17.12.20** - NC explained it would have been more beneficial to have had a physical meeting on the Common but the meeting did discuss the paths and grass plan. A discussion was held on suitable contractors but access is the main sticking point. Graham Thorne is currently talking to Chiltern Rangers. TCV are also an option, their recent meeting report has been received and it suggests ideas for paths, volunteers who could be used and what funding advice is available. It was **agreed** that TCV & Chiltern Rangers should be approached for a quotes and that NC would chase R & R landscapes for their outstanding quote. Graham is getting the timber to repair the bridges.

**vi) Coleshill Cricket Club update 21.12.20**– Details of this item were discussed along with item 11

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**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 31.12.20** – the previously circulated documents were approved.

**ii) 3<sup>rd</sup> quarter review Budget vs. Actual 2020-21** – LJ advised that CMC expenditure and reimbursements were now showing on the accounts and the process of reimbursement was now in place. No half yearly invoice has yet been received for dog bin emptying and the internal audit invoice has still not been received despite chasing the auditor.

**iii) Payroll provider for 2021-22** – With Ladywell Payroll services unable to provide a service for the next financial year Council **approved** the services of Diane Malley at a cost of £120 per year.

**iv) Internal Audit 2021-22** – 2 quotes had been received for providing an internal audit service for 2020-21. Council **approved** a quote from Fiona Lippman at a cost of £95.

**v) Risk Assessment review 2021** – the previously circulated document with amendments was **agreed**.

**vi) Standing payments 2021-22** – the previously circulated document of existing standing payments was **approved** to carry on over into 2021-22.

#### 10. Items for payment:

The payments CB77-through to 82 for January totalling £1262.11 (Inc. VAT) were **approved**.

#### PAYMENT OF ACCOUNTS FOR JANUARY 2021

CB No.	NAME	ITEM	TOTAL	VAT	NET
CB20-77	L Jackson	December wages	623.86	0.00	623.86
CB20-78	L Jackson	phone top up, 1&1 fee	21.99	2.00	19.99
CB20-79	J Herbert	roses reimbursement	38.95	0.00	38.95
CB20-80	Amersham Business Services	office supplies	87.39	14.57	72.82
CB20-81	Chiltern Conservation Board	RATE contribution	150.00	0.00	150.00
CB20-82	A Treacy	reimbursement Zoom, newsletter printing & postage	339.92	9.60	330.32
					0.00
	<b>TOTAL</b>		<b>1262.11</b>	<b>26.17</b>	<b>1235.94</b>

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

**Open meetings for Cricket Club plans for replacement nets** – AT had prepared a report on the 2 meetings.

The first was a history of the Club and its cricket with its plans for the future. The options for improvement were also discussed. A large part of this meeting was attendees giving feedback to the Club on its plans and their concerns.

The second meeting included a presentation on what the Club felt would satisfy all parties i.e. the Club, users of the Jack Adams Field and neighbouring properties. The Club felt the best option was to now go for replacing the existing net and keep it in its current location and to have an all-weather strip in the cricket square. An additional moveable net would be purchased and used as and when required. When not in use it would be stored in the score-box. The next steps would be for the Club to provide detailed

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drawings to CPC which would also be used if approval given for use in its planning application. AT advised the meeting that this change is much more sensible, there will not be a massive structure and it would just be a matter of updating the current nets. The Club are looking at moving the net nearer the fence, it would have a coloured net and poles to blend in with its surroundings. AT proposed that as there was no meeting in February that CPC should approve in theory subject to seeing the detailed drawings. Council **agreed** unanimously. It was also **agreed** that a letter be sent to Mrs Jane Livesey as part of the Deed of Gift conditions in the first instance.

**12. Next Meeting date:** Monday 15<sup>th</sup> March 2021 7.30 pm by Zoom.

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**20:55pm.Meeting Closed.**

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