

COLESHILL PARISH COUNCIL

MINUTES

of the meeting held on Monday 20th October 2014, in the Village Hall, Coleshill

Present

Parish Councillors: Terence Prideaux (TPx) Chairman
Carol Hallchurch (CH) Dick Ware (DW)
Dave McGhee (DM) Elaine West (EW)
Mary Pollock (MP) Lynn Woodgate (LW)

Parish Clerk: Linda Collison (LC)

District Councillor Graham Harris (GH)

Members of Public: 4

Open Forum/Meeting: None

1. Apologies for Absence :

Apologies were received prior to the meeting from County Councillor Tim Butcher.

2. Declaration of Interest:

DW declared an interest in planning application CH/2014/1747/FA, agenda item 9.

3. Minutes of previous meetings:

It was moved by TPx and resolved unanimously that the minutes of the Council meeting held on Monday 15th September 2014 be signed as a true record of the meeting.

4. Chiltern District Council (CDC):

GH reported that:

- **Delivery Development Plan Document (DDPD).**

The examination of the DDPD is underway with hearing sessions scheduled for Tuesday 11th November and Wednesday 12th November 2014 at the Council Chamber. This is a public meeting however the Inspector has ruled that no more representations can be made.

- **Local Plan**

CDC is committed to a 2 year review of the Local Plan, which should be completed late 2016/early 2017.

- **Proposed widening of permitted development**

Concerns have been raised that the proposed modifications to permitted development will result in an increase in undesirable development that would not otherwise occur.

- **Gypsies and Travellers**

The definition of Gypsies and Travellers is under review which may change to include the need to travel at least quarterly (except children and the old). This is to address the 'generous handling' received by Gypsies and Traveller currently.

- **Green Belt – Method of Assessment**

CDC is consulting on the method of assessing the Green Belt which will require a housing assessment showing the housing needs and houses available. One important

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aim is to ensure that definitions of eg Green Belt are consistent with those of neighbouring areas

- **New Waste Service**

The initial teething issues with the new Waste and recycling service have now been ironed out.

5. Buckinghamshire County Council (BCC):

- **Barrack Hill Triangle.**

TPx reported that he had received a proposal from County Councillor Tim Butcher to repair the Triangle at Barracks Hill. This would involve cutting a new triangle in the road, putting down a concrete base with sets around at 20mm above the cement. The centre will then be covered with a simulated cobble effect layer. Total cost should not exceed £10,000.

Although concern was raised that this solution may not be durable, members agreed that the Triangle should not deteriorate further and agreed unanimously to proceed with this proposal.

The members thanked County Councillor Butcher for his continued support on this project. TPx to action.

- **Budget Consultation.**

TPx reported that the Ofsted Inspectors' recent report into children's services deemed the BCC's service as inadequate which has led to a cash injection from reserves of £4.8m to bridge the funding gap. This will have a significant impact on next year's budget.

TPx encouraged all members and residents to complete the online BCC budget consultation survey (www.buckscc.gov.uk/budget), deadline for responses 9th November 2014.

6. BCC Devolution of Services

It was noted that the BCC Devolution Briefing Event set for Wednesday 15th October 2014, had been postponed until early November.

TPx reported that a lot of time and effort had been spent by members of the Parish Council trying to obtain the information necessary to decide whether or not to take on the devolved services from BCC. TPx added that the members had been frustrated by both the lack of information and the sometimes inaccurate information issued by BCC in this matter.

As a result there are still a number of unanswered questions, especially concerning contractual terms, liability and risk.

LC added that the insurers Came and Company had recommended that should CPC enter into the agreement they would need a risk Assessment for the work which would need to be approved by a highways expert (ie a member of BCC Highways).

It was agreed that a two-step vote be made:

1. Should CPC take on the devolved services? Yes or Not Yes.

Result: Yes – 1; Not Yes – 6.

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2. Should CPC defer the decision until later this (calendar) year when it is hoped BCC provide adequate information; or defer making a decision this (fiscal) year and consider taking on the devolved services in May 2016.

Result: It was agreed unanimously to defer until later this year when BCC provide adequate information this calendar year.

TPx asked members to email to him their unanswered questions so that they could be raised with BCC at the November meeting, or before.

TPx to write to BCC with Council's decision.

7. Calendar of Events

- **Christmas Lights**

A second electrical survey of the Christmas lights had been performed. The installation from the tool shed to the tree had been inspected, and the time switch/earth leakage trip has been tested. The electrician had confirmed that it this was correctly installed and safe.

However, the electrician recommended that the overhead support wire should be replaced and its height increasing where possible; and suggested that the supply cable is rerouted away from the church roof by clipping it to the outside wall. This means that a small cable fixing bracket will need to be installed above the roof water drain exit to provide a termination for the support wire.

It was agreed that this work should go ahead if the quote was £300 (+ VAT) or less. LC to action.

It was also recommended that the lights should be treated as commercial/industrial and that the person using them should be a 'responsible person'.

- **Play Area.**

LW reported that a quote for £224.70 (+ VAT) had been received from Amersham Depot for repairing issues raised on the annual play area inspection. It was unanimously agreed to accept the quote. Action LC.

LW added that the knob on the gate was broken and asked that this was addressed at the same time.

However, TPx explained that this brings the total cost of the play area repairs this fiscal year to approximately £1,100 and asked LW to look-at how the Council can best maintain a play area in the parish and report back to Council. GH offered to inquire about grant from CDC and agreed to support any request for financial support for the play area. LC to ask how Winchmore Hill financed their play area.

- **Documentation.**

- Policy for dealing with the press.

It was agreed unanimously to adopt this updated policy for dealing with the press.

- Publication scheme.

It was agreed unanimously to adopt this scheme subject to 'and Parish Notice Board' being added to the box "How the information can be obtained" for section 4, Minutes of meetings. Action LC.

8. Finance

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- **Accounts as at 30th September 2014**

EW presented the 2014-15 Accounts and bank reconciliation as at 30th September 2014.

○ Cashbook Balance at 1 st April 2014	= £ 13,981.23
○ Receipts 1 st Apr – 30 th September 2014	= £ 8,739.13
○ Spend 1 st Apr – 30 th September 2014	= £ 5,085.79
○ Cashbook Balance at 30 th September 2014	= £ 17,634.57

EW presented the Bank reconciliation as at 30th September 2014

○ Bank balance	= £17,968.65
Less unrepresented cheques	= £ 334.08
○ Cashbook Balance	= £ 17,634.57

- **Appointment of Internal Auditor for 2014-15.**

EW proposed and it was unanimously agreed to re-appoint the Internal Auditor (Arrow Accounting) for 2014-15 at a cost of £320 and to sign and return the letter of Engagement. Action EW

9. Payments

- **Dog bin emptying.**

TPx explained that the 2013-14 bill for emptying of the dog bins had been waived, but CPC will be charged for dog bin emptying since 1st April 2014 – cost of £2.10 per empty bin. CPC has 3 bins. They are emptied twice per week. Cost per week is £12.60.

EW added that the removal of a dog bin would cost £86 each

It was noted that the dog bin near the cricket pitch was used the most, and that the other two bins were on the Common, ie CDC land that CPC helped to maintain. It was suggested that one empty per week was sufficient and that CDC should cover the cost of emptying the 2 bins on the Common.

CH/LC to draft a letter to Mr Snudden, CDC Environmental Health Manager.

- **The following payments were approved for payment:**

Description	Payee	Power	(£)
Clerk's Wages September (incl Alws)	L Collison	LGA 1972 S112	£286.85
PAYE	HMRC	LGA 1972 S112	
Clerks Expenses	L Collison	LGA 1972 S111	£12.94
Newsletter printing	D Ware	LGA 1972 S111	£165.18
Play Area Repairs	ATC Depot	LGA (Misc Prov) 1976 s19	£224.70 + VAT
SLCC Advert (for Clerk position)	SLCC	LGA 1972 S111	£50.00
Repair Christmas Lights	Empire Elec	OSA 1906 S9-10	To £300 + VAT
Willow Pollarding	ATC Depot	OSA 1906 S14	tbc

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10. Planning

- **Planning applications since last meeting**
 - **CH/2014/1717/TP - Chalk Pit House, Barrack Hill**

Crown reduction, crown lifting and selective reduction of lateral branches of a beech tree protected by a Tree Preservation Order

 - DW recommended, and it was agreed, no objections to this application.
 - **CH/2014/1617/FA Cherry Tree Farm, New Road**

This is an amendment to previously-approved CH/2013/1857 to add a subterranean basement, invisible at ground level. As such, no objection was proposed and agreed.¹
 - **CH/2014/1707/FA Cherry Tree Farm, New Road**

Demolition of existing swimming pool, pool house, outbuildings and covered way and erection of replacement pool house and covered terrace.

 - DW recommended, and it was agreed, no objections to this application.
 - **CH/2014/1747/FA Wheat sheaf Cottage, Village Road**

Construction of vehicular access and associated hardstanding

 - Due to DW declared interest in this application, CH to consider this application.²
- **Appeals:**
 - **CH/2014/0211/FA: APP/X0415/D/14/2220451. Windmill Farm, Windmill Hill.**

Two storey south/rear extension, two storey west/side extension, incorporating link basement and 5 dormer windows.

 - Appeal dismissed.

11. The Village

- **The Common and Pond -**

Mr C Wege and Mr G Thorne were invited to address the Council

It was suggested to Mr Wege that he asks for additional funding from CDC in his 2014-15 budget request (to be submitted in November). This would cover the cost of grass cutting and willow pollarding (although this is not an annual event, it was suggested that an annual amount of £200 should be requested and reserved until needed).

Mr Thorne explained that there had been some objection to the pond being limed and that he would continue to explore the best way to manage the pond.

TPx suggested that a working party could be set up under Mr Thorne's leadership which reports back to the parish council for guidance and support. A suggested Terms of Reference will be forwarded to Mr Thorne. Action TPx

LC reported that she had requested a quote from Amersham Town Depot for the pollarding of the two large willows by the pond, in accordance with the TPO approval received in June 2014.

¹ Retrospective approval, response made prior to meeting according to *Standing Orders, 15b.xv*

² CH had no access to internet for several weeks.

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- **The War Memorial**

TPx reported that the cleaning of the War Memorial was now complete and that the invoice could be paid and grant (for half) be claimed. Action LC.

- **Speeding cars**

TPx reported that he had liaised with the local police force regarding speeding in the village. Several options were available:

- **Speed indicator device.** This only works in a 30 mph zone. The police record the registration details of any offending vehicles and writes to them.
- A **Community Speedwatch device** –purchased and operated by the village/residents. Enables the residents (no police needed) to help tackle speeding in their villages.
- **Flashing signs** that are attached to road furniture. These display when vehicles exceed the speed limit.

EW requested, and members agreed, no speed bumps.

ActionTPx to continue researching.

12. Meetings/Training

DW to attend the “Commons and the Law” training on 27th November 2014 (LC to book).

TPx confirmed he would attend the Chiltern and South Bucks Strategic Partnership meeting on 23rd October 2014 and the BCC Devolution Briefing Event early November.

13. Councillors' Reports

- **Open Spaces.**

DM reported that there was still a problem with flooding outside Finlay Lodge (reported in June to BCC) – LC to escalate. MP reported no issues with the footpaths.

- **Cricket Club.**

TPx reported that the Cricket Club dinner is to be held on 21st November 2014

- **Tennis.**

The Tennis Club's 'Potted Pantomime' will be held on Friday 28th November 2014.

- **Village Hall.**

The village hall committee has confirmed that they will be refurbishing the ladies toilet.

- **School.**

Nothing to report.

- **Newsletter.**

DW reported that the Christmas greeting deadline was 21st November 2014, and deadline for contributions for the next issue was Friday 28th November 2014.

- **Website.**

It was agreed that the payment terms for the 1and1 hosting of the Coleshill.org website should be set up as a standing order from CPC's bank account. Action LC.

- **Play Area.** (See above – Agenda item 7)

10:15pm Meeting Closed.

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DEMOCRATIC PERIOD

- None.

Signed Date