

# COLESHILL PARISH COUNCIL

## MINUTES

### Of the Parish Council meeting held on Monday 16<sup>th</sup> April 2018 at 7.45 pm, in the Village Hall, Barrack Hill, Coleshill

Parish Councillors:	Terence Prideaux (TPx) Chairman Jonathan Herbert (JH) Mary Pollock (MP)	Lynn Woodgate (LW) Carol Hallchurch (CH)
• Parish Clerk:	Lynda Jackson (LJ)	
• District Councillor:	Jonathan Waters (JW)	Julie Burton (JB)
• Bucks CC:	0	
• Members of Public:	1	

- 1. Apologies for Absence :** Cllr. Craig Saunders, Cllr. Tim Butcher (BCC),
- 2. Minutes of previous meetings:** It was moved by TPx and **resolved** that the minutes of the Parish Council meeting held on Monday 19<sup>th</sup> March 2018 be signed as a true record of the meeting.
- 3. Declaration of Interest:** None.
- 4. Councillor Vacancy:** 1
- 5. Matters Arising:** TPx advised the meeting that a quote had been received for clearing fallen branches in the verge along Tower Road. A second quote would be required. As the clearance of Magpie Lane had been successful it was **agreed** that a working party could do the same on Tower Road. It was **agreed** that TPx could investigate the purchase of a trailer for the work but the maximum budget would be £500. JH **agreed** that if purchased the trailer could be stored in his barn.

**Meeting Closed:** 7.49 pm

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#### DEMOCRATIC PERIOD-

- Cllr Burton apologised for not attending as many CPC meetings as she would like, this was due to them clashing with CDC meetings. JB asked Council if they had made a decision on whether they supported a 1 Tier or 2 Tier Unitary Council for Bucks. JB explained that in her opinion a 2 Tier Council would be more beneficial for the area. Chiltern District & South Bucks have already demonstrated how working collectively can show service and financial benefits for residents. JB explained that all finances are raised through the precept with no subsidies from Government so it was extremely important that decisions were made locally. JB encouraged CPC to attend the presentations being delivered locally and decide what their preference was. It was important that a letter giving the Parish Councils views and preference was sent to the Secretary of State by the deadline. Cllr Waters advised that CDC, South Bucks & Wycombe DC had produced a leaflet explaining their views on a 2 Tier Unitary Council which would be delivered to every household over the coming days.

**Meeting re-opened:** 8.20 pm

#### 6. Clerk's Report:

- i) GDPR training 10.4.18-** LJ updated Council on the meeting she had attended and its content. Although disappointing that it did not get into the detail on how it would impact small parishes more information, checklists and guidelines had been issued by NALC & SLCC. CH & LJ were attending a conference run by BCC on GDPR and it was agreed that CH would update Council on

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what policies and actions needed to be put in place at the next meeting. A Data Protection Officer would need to be registered with the Information Commissioner before the May deadline but a decision on who that would be would be made when more information was issued.

#### 7. Report from Planning:

##### Planning Applications for consideration:

- i) Ref. No: CH/2018/0352/HB | Lawyers Cottage, Magpie Lane, Coleshill - **NO OBJECTION**
- Ref. No: CH/2018/0389/NMA | Lawyers Cottage, Magpie Lane Coleshill – **NO OBJECTION**
- Ref. No: CH/2018/0451/EU | Red Cottage, Tower Road Coleshill - **NO OBJECTION**
- Ref. No: CH/2018/0168/FA | Tower View, Tower Road Coleshill - **NO OBJECTION**

Since the last meeting the Council had reviewed again the application and agreed to send the following response to CDC. Having considered the latest proposal amendments to planning application CH/2018/0168/FA, the majority vote of Coleshill Parish Council carried as No Objection. It was **noted** that one Councillor had raised concern over the front two storey projection as unsympathetic and overbearing to neighbours at Sandycroft and that it is not in accordance with policies set out in GB6 and GC1. CH advised that Lucy Wenzell, Planning officer CDC had been very helpful on this application.

The email response to the comments from CPC from the resident was **noted**.

ii) **HS2 Road Safety Fund** – CH & TPx had attended a meeting with HS2 but the Road Safety Fund was not discussed. Since then Councillors had met to discuss what options were available for applying to the fund that would benefit Coleshill Parish. Any application made must be done through Bucks CC. It was **agreed** that Coleshill PC would submit a request to have a 30 mph speed limit and a maximum weight limit of 7.5tonnes throughout the Village. It was also **agreed** that CPC would also request yellow hatching outside the school to improve safety for the children, residents and visitors.

iii) **Dropped kerb application 2 & 3 Crosspath cottages update**- Cllr Burton had been active in trying to get a suitable resolution to this ongoing problem. JB had asked BCC officers to come out a visit Magpie Lane rather than relying on google maps in their decision making. JB has advised the applicant to re-apply to CDC so that she can call it in to committee for a decision which would give residents and Council opportunity to put their views forward in support of the application. The resident is looking at other options but JB will make another appointment to discuss.

iv) **Chiltern & South Bucks Open Space strategy**- LW **agreed** to review the document in detail and return any errors to the Clerk by the deadline set for submission to CDC.

#### 8. Report from Open Spaces:

i) **Monthly Play inspection return** – The **April** routine play inspection had been completed there were no problems.

ii) **Tower Road junction concerns** - It was agreed that the police should be contacted for advice on what would make this junction safer for road users so that a decision could be made as to whether it could be sent as a suggestion for approval for the HS2 Road Safety Fund. **iii)**

**Magpie Lane verge clearance**- A working party headed by JH had cleared and removed a large number of broken branches and trees that had been left after the verge had been cut back by Transport for Bucks. There had been many positive comments and TPx thanked all those involved.

iv) **Commemorative Trees update**- TPx advised that 2 apple trees had been purchased by Chris Wege and that he was currently investigating suitable plaques to submit to Council. It was agreed that a Plaque policy would be required in the future. Once all the information is in place the 2 families will be contacted and an invoice for reimbursement sent.

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v) **Activity Trail project**- No responses had been received so far from the Chairman`s article in the Village newsletter for residents` views on the project. It was agreed that a questionnaire would be prepared and delivered to every household which could be sent back via the website, email or put in the post-box at the Village Hall.

#### 9. Finance:

i) **Cashbook, Bank balances and reconciliation as at 31.03.18**– LJ had circulated this information to Councillors prior to the meeting. There were no questions. LJ had explained that Councillors were now receiving statements of the Business account and the Deposit account which is used for earmarked funds.

ii) **External Audit 2017-18**– The new external auditors, PKF Littlejohn, had sent the audit pack for 2017-18. The draft Annual Return will be presented to Council at the next meeting. A draft copy will also be sent to the Internal Auditor as part of his final checklist before arranging a meeting with LJ & TPx.

iii) **4<sup>th</sup> Quarter review of budget vs. Actual 2017-18**- The RFO had circulated a Finance review to all Councillors before the meeting. TPx advised that income was higher than budget due to Xmas greetings donations from the newsletter being higher than usual. Required expenditure was almost equal to budget taking into account the £1010 set aside for Christmas lights replacement in the future. Desired expenditure was under budget by £2200 due to monies budgeted for tree and common/pond maintenance that had not been required but was more than likely to be needed in the new financial year.

iv) **Annual Asset inspection**- MP **agreed** to complete the Annual Asset inspection.

v) **Review of Cricket Club lease** – TPx had reviewed the terms of the lease and it was **agreed** that he would take responsibility for ensuring an accurate invoice was submitted each year.

#### 10. Items for payment:

The payments CB17-80 through to CB17-81 for March final invoices totalling £541.42 (Inc. VAT) were **approved** and CB18-01 through to CB18-05 for April invoices totalling £1485.69 (Inc. VAT) were **approved**.

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PAYMENT OF ACCOUNTS FOR MARCH 2018 (Final)					
CB No.	NAME	ITEM	TOTAL	VAT	NET
CB17-80	Amersham Business Services	newsletter printing	179.76	29.96	149.80
CB17-81	Chiltern DC	dog bin emptying	361.66	55.64	306.02
	<b>TOTAL</b>		541.42	85.60	455.82

  

PAYMENT OF ACCOUNTS FOR APRIL 2018					
CB No.	NAME	ITEM	TOTAL	VAT	NET

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CB18-01	L Jackson	March wages	291.48	0.00	291.48
CB18-02	L Jackson	Parish phone top-up, 1&1 fee	21.99	2.00	19.99
CB18-03	BALC	Annual membership	84.18	0.00	84.18
CB18-04	Amersham Town Council	Hill Meadow bollards	908.04	151.34	756.70
CB18-05	Bucks CC	Hill Meadow junction white lines	180.00	0.00	180.00
	<b>TOTAL</b>		1485.69	153.34	1332.35

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

**HS2 meetings 4.4.18 & 26.3.18-** TPx gave an overview of the meetings he had attended.

**Cricket Club flyer-** Council agreed not to allow a flyer from Winchmore Hill Cricket Club to be placed on the website but that the Club should be directed to Coleshill Cricket Club.

**Tennis Club-** CH confirmed the Club were already starting preparations for their annual pantomime. CH also reported that the Club had started their GDPR compliance.

**Village Church-** JH reported that youths had been seen removing posters and the resident who witnessed them had felt threatened. It was **agreed** that such matters should be reported to the police by ringing 101.

**CCTV Hertfordshire House-** JH had heard complaints from residents regarding the CCTV being used to watch the road at Hertfordshire House. Complainants were concerned that the owners could be using the evidence to apply for a permanent road closure. It was agreed that TVP be contacted for advice on whether such recordings could be used for this purpose.

**12. Next Meeting date:** Monday 21<sup>st</sup> May 2018 7.45 pm. at Coleshill Village Hall. This will be the Annual Parish Council meeting which will follow the Annual Parish meeting which will start at 7.30 pm.

- 21:35pm.Meeting Closed.

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