

COLESHILL PARISH COUNCIL

MINUTES

Of the Parish Council meeting held on Monday 20th July 2020 at 7.30 pm, via Video due to Coronavirus outbreak

Parish Councillors: Terence Prideaux (TPx) Chairman Lynn Woodgate (LW)
 Jonathan Herbert (JH) Nigel Suttie (NS)
 Neil Cadman (NC) Tony Treacy (AT)
 Andrew Davis (AD)

Parish Clerk: Lynda Jackson (LJ)

County Councillors: Cllrs Tim Butcher (TB), Jonathan Waters (JW), Julia Burton (JB)

Members of Public: 3

1. **Apologies for Absence:** None

2. **Minutes of previous meetings:** It was moved by TPx and **resolved** that the minutes of the Parish Council meeting held on Monday 15th June 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. **Declaration of Interest:** Cllr. Suttie item 7vi)

4. **Matters arising: i)** TPx informed the meeting that a secure lock and chain had been attached to the gate entrance to the field opposite The Rosary on Tower Road.

JH had received concerns regarding the Tower Road junction with the A355, in particular speeding cars approaching when vehicles are trying to pull out or turn in to tower road from the A355. The junction road markings and hatching in the centre of the A355 have practically worn away and were reported over 2yrs ago. Repainting was promised but despite the matter being escalated by the Clerk on numerous occasions the work is still to be completed. TB **agreed** to escalate through Bucks transport channels.

ii) TPx advised the meeting that he would be stepping down as Chairman with immediate effect, that he would be resigning as a Councillor and that this would be his last meeting. JH thanked TPx for all his work over the last few years and the contribution he has made.

It was **proposed** by JH that Cllr. Treacy take up the role of Chairman, NC **seconded** the proposal. AT **accepted** the role and took over the meeting as the new Chairman.

iii) An email had been received from HS2 about the upcoming survey works before work commences in September on Gore Hill roundabout. The contractors have offered a video call to discuss any concerns the village may have. It was agreed that Council would like to speak with Fusion to advise them of the recent problems to prevent any repetition. All Councillors **confirmed** they would like to attend. NC **agreed** to put together Facts & Evidence regarding the recent problems incurred during the road closures plus the dirt and chalk residues left by vehicles on Tower Rd.

Meeting Closed: 19:41

DEMOCRATIC PERIOD-

- Graham Thorne regarding the Rough around the Edges application- Graham gave an overview of the application and its aims for the future of the Common. He informed the meeting that CPC would need to sign off the application and provide evidence there was Public Liability insurance in place to cover any volunteers working on the Common. CPC's insurers had flagged up that if cover was required then CPC must have a Volunteer policy in place which it hasn't at present. Graham

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was seeking to obtain a model policy that could be adapted for the Common Management subcommittee.

- Jack Haubner via. JH regarding a litter bin to be obtained for use at the entrance to the Cricket Club. Mr Haubner had seen an increase in people using the field. He suggested a bin could be placed next to the dog poo bin.

Meeting re-opened: 19:52

- 5. Clerk's Report:**
- i) Budget requests for 2021/22-** LJ advised Councillors that preparation for budget setting will take place next month with the 1st draft being presented to Council in September. All Councillors were asked to submit requests for projects with approximate costings so that they could be considered.
 - ii) Unitary Handover from CDC on key contacts for the future** – LJ advised the meeting that there had been no handover from CDC to Town & Parish Councils of key contacts for the future, this has resulted in Clerks taking much longer than usual to get responses from Bucks. The website is appropriate for residents, the call centre will not give out any phone numbers or names & emails only generic email addresses. This is costing CPC unnecessary payroll costs as simple tasks are taking much longer. JB **agreed** to flag the issue to Martin Tett at Bucks.
 - iii) Meetings with BALC & Community Board co-ordinator** – LJ had attended both meetings
 - iv)** An email had been received from Thames Valley police asking if there were any areas in Coleshill where the disposal of nitrous oxide canisters had been seen. AD advised he had noticed some outside the entrance to Hill Meadow. LJ **agreed** to pass on this information to TVP.

6. Report from Planning, BC updates:

- i) PL/20/1291/SA Cherry Tree Farm-** JH advised that this looked like an updating of current approved applications. JB advised these applications were decided by legal not planning and could not be called in.
- ii) BC updates-** TB first of all thanked TPx for his Chairmanship and excellent work and congratulated AT. TB confirmed that after last month's meeting the Traveller protocols had been updated and circulated. TB had been able to escalate the play area litter bin emptying successfully as well as the lack of sharing support from Bucks over play area signage. There had been a hard Unitary meeting held online with over 200 attending. Planning departments are due to be re-organised next month. In the long term BC are going to be very short of cash due to Covid-19 and lost revenue.
JW advised that as Chair of Standards & general Purpose committee they were starting to set the boundaries for the next election and what the Unitary Council will look like for the future. The Code of Conduct was being reviewed and how complaints are dealt with. The 1st Community board meeting had been held and it was important that the Parish put forward its wish list. JW thanked TPx and wished AT `good luck` in his new role.
- iii) Bucks Planning Enforcement Plan – Noted**
- iv) LGA Your chance to comment on proposed Code of Conduct- Noted**
- v) LTN 8 Elections & Co-options revised June 2020 – Noted**
- vi) L03-20 Casual vacancies – Noted**

7. Report from Open Spaces:

- i) Monthly Play inspection return** – LW advised the meeting that after 9yrs as a Councillor this would be her last meeting. LW confirmed she would carry on with the Community Responders as and when it was needed. AT thanked LW for her years of service and contribution.
The July routine play inspections had been completed. LW advised the meeting that the play bark

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at Hill Meadow must be topped up as a matter of urgency. It was agreed a maximum expenditure of £150 for purchasing sufficient bark. LW thanked AD for completing the weeding. LW asked if Graham Thorne could have a look at the Oak Tree to see if he considered some of the branches needed attention. AD agreed to take over from LW the responsibility of the play areas. LW agreed to show AD how to complete the play inspections on a monthly basis.

ii) Covid 19 re-opening of Play areas – LW advised that both play areas were open including the outdoor gym. Hill Meadow had been jet-washed and the JAF equipment had all been completely washed down. The recommended temporary signage was in place until permanent signs are supplied.

iii) Quote for Tower Road junction – The broken bollards had been reported to Bucks. It was **agreed** that LJ should chase to see if Bucks were going to replace the bollards and if not how many would be required so that a complete quote could be obtained.

iv) Common Management Committee RATE application – As well as discussed in democratic period it was **agreed** that AT should meet with Graham Thorne before the next meeting.

v) Grass verge non- native planting along from Oak Tree Cottage – It was **agreed** that LJ should contact Bucks for their views and details of their policy on verge planting.

vi) Non-native tree planting on Common – It was **agreed** that no further action was required as the expense had already been made.

vii) Coleshill Cricket Club application to HS2 CEF – TPx advised the meeting that the Cricket Club had re-applied for a grant and were confident on a successful outcome.

viii) Management of Common agreement between CPC & CDC - TPx informed the meeting that this matter was still outstanding and had been since 2018. It was **agreed** that AT would take over.

ix) Speed watch volunteer group for Coleshill – AD advised the meeting that due to lockdown there had been instances of speeding along Village Road. AT advised, in his view, most drivers drove within the speed limit. To set up a volunteer group a Councillor would need to be the co-ordinator. This would involve contacting TVP, attracting volunteers, arranging training, setting dates for speed watch, collecting equipment etc. AT thought with Covid 19 it was not the time for undertaking this project and that it should be put on hold for the moment.

x) Overnight road closures affecting Coleshill – This item was discussed in Matters Arising item 4iii)

8. Finance:

i) Cashbook, Bank balances and reconciliation as at 28.06.20– the previously circulated documents were **approved**. LJ advised that with 2 Councillors leaving more signatories would be required. AT was in the process of becoming one but TSB act very slowly. It was **agreed** that TPx & LW should be left as signatories in an emergency until new Councillors are appointed.

ii) 1st Quarter Review Actual vs. Budget 2020-21 – the previously circulated documents were discussed with no queries

iii) Coleshill Cricket & Tennis Clubs rent holiday – TPx advised the meeting that he had received responses from both Clubs who were very grateful for the offer which they would like to accept. It was noted that Coleshill Cricket Club had been in receipt of 2 large grants recently and that their finances were in good order.

9. Items for payment:

The payments CB20-23 through to CB20-29 for July totalling £947.99 (Inc. VAT) were **approved**.

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PAYMENT OF ACCOUNTS FOR JULY 2020

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CB No.	NAME	ITEM	TOTAL	VAT	NET
CB20-23	L Jackson	June wages	354.82	0.00	354.82
CB20-24	L Jackson	phone top up, 1&1 fee + correction	11.99	2.00	9.99
CB20-25	T Prideaux	Zoom fee June	14.39	2.40	11.99
CB20-26	Remy Amarasinghe	June/July grasscut+jetwashing	420.00	0.00	420.00
CB20-27	Michael Connolley	mushroom tree annual prune	70.00	0.00	70.00
CB20-28	Amersham Business Services	printer cartridges	20.46	3.41	17.05
CB20-29	T Prideaux	Zoom fee July.thankyou gift D Higgins for website compliance work	56.33	2.40	53.93
	TOTAL		947.99	10.21	937.78

10. Councillors reports for areas of responsibility: Amersham Community Board meeting 16.7.20 – LJ gave a short overview of the meeting as no Councillors had been available to attend. It was important CPC submit a wish list before the next Hub meeting on 10th September.

AT thanked TPx on behalf of CPC for his personal support. Thanks were also given to LW for her 9yrs and all the work done on the play areas.

11. Next Meeting date: Monday 21st September 2020 7.30 pm.

21:01pm.Meeting Closed.

Signed Date