

COLESHILL PARISH COUNCIL

MINUTES

of meeting held on Monday 16th September 2013, in the Village Hall

Present

Parish Councillors:	Terence Prideaux (TPx) (Chairman) Lynn Woodgate (LW) Dave McGhee (DM) Carol Hallchurch (CH)
Chiltern District Councillor:	G Harris (GH)
Parish Clerk:	Linda Collison (LC) (Clerk)
Members of the Public:	7

There were no declarations of interest.

1. Apologies for Absence

Apologies were received prior to the meeting from Parish Councillors Elaine West and Dick Ware, and from County Councillor Tim Butcher.

2. Minutes of previous meetings

It was MOVED by TPx and RESOLVED unanimously that the minutes of the Full Council meetings held on 22nd July 2013 and 29th August 2013 be signed as a true record of the meeting.

3. County Councillor's Report

TPx reported the following submitted by Buckinghamshire County Council (BCC) Councillor Butcher prior to the meeting:

Finance: Pressures on budgets continue – The County Council will have to save £60m in the next four years.

HS2 Update: the Supreme Court appeal is to be heard on the 15th/ 16th October 2013 regarding the failure to comply with Strategic Environmental Assessment.

Superfast Broadband: Following a successful bid by BCC for Government funding it is hoped to connect 91% of the County to superfast broadband by March 2016.

4. District Councillor's Report (GH)

HS2 Update: The Chiltern District Council (CDC) appeal (joint with London Borough of Hillingdon and North Warwickshire Borough Council) against the Government's decision to proceed with HS2 will be heard by to the Supreme Court on 15/16th October 2013 – with a decision by the end of the year. HS2 have announced that due to cost reasons the stretch of the HS2 route from Mantles Green Farm around Missenden will no longer be a Green Tunnel.

Waste Contract: The Chiltern and Wycombe joint waste collection and street cleaning contract is now fully rolled out, and initial problems have been addressed.

Finance: CDC is again looking at finances - scrutinising all expenditure.

Waste Transfer Station, London Road East: CDC has agreed to allow BCC access onto its London Road East Depot site to undertake ecological and ground condition surveys. Planning permission has not been granted – just access for these tests.

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Gypsies and Travellers: CDC has to make reasonable provision for Gypsies, Travellers and Travelling Showpeople. Officers have identified 40 sites in total in the district of which 14 possible sites are under public consultation – the nearest to Coleshill being Chalfont St Giles and Chesham.

5. Correspondence

Barrack Hill Triangle: (action from meeting on 20th July 2013) – see item 6 (below)

Dog Waste: A member of the public has raised concerns regarding the dog waste near the Red Lion public house, and requested more dog bins. Members discussed possibility of installing a fourth dog bin in the village and putting a note in the Village Newsletter.

A member of the public had raised concern regarding the **over growing hedges along the footpath between the gate close to the Cricket pitch and Magpie Lane**. Council has responded giving details of how these matters are reported to BCC.

Village Day proceeds: It has been proposed by Heather Auton that the proceeds from the Village Day (£169) should be divided between the Horticultural Society and (£100) for seeding a 2014 Village Day fund. To be considered at the next Council meeting in October.

Deeds & Documents: A member of the public had requested copies of the deeds which are held at Blazer Mills Solicitors and in particular the Deed of Gift concerning the grant of the land which the cricket and tennis clubs occupy from Jack Adams to the Parish Council. This has been actioned by TPx who asked members whether these documents should be copied and where the originals should be held. It was agreed that for the time being the documents should remain with the solicitors.

Citizens Advice Bureau (CAB): A letter had been received from Chiltern CAB appealing for more funds - although it was unclear whether this was for the Amersham or Chesham branch. LC to respond explaining that the 2013-14 budget did not include a donation to the CAB; however the matter would be considered later in the year.

6. Chairman's remarks

Timing of the democratic period: TPx asked members to consider moving (or adding) the democratic period to the beginning of the meeting, possibly having an 'Open Period' at 7:45pm giving members of the public a chance to speak to the Council without having to wait until the end of the meeting. This might not preclude a similar period at the end of the meeting.

Barrack Hill Triangle: TPx explained the need for a solution to the eroding Barrack Hill Triangle in a reasonable time. DM proposed removing the grass, replacing with a bricked 'sets' with a raised centre. Vehicles would be able to drive across the edges with without causing damage. It was agreed that a BCC traffic engineer should be asked to visit the site and advise on possible solutions. It was also agreed that the final proposal should put to the residents. TPx and DM to action, respectively, organizing a site visit by a BCC engineer and collation of local opinion

Best Kept Village award: A new notice showing Coleshill's category award for best kept village 2013 has been received and will be posted on the notice board. TPx noted that the judges had commented that the war memorial looked 'sad'.

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Parish Council – hall booking fees: TPx reported that the hire charge for the hall for Council meetings was £218 per year. A letter dated 21 September 1982 from the Chairman of the Village Hall to the Clerk of the Parish Council states that:

“The Parish Council should be accorded free use of the small hall for six parish meetings per year in consideration for the handing over of the parish room thus facilitating the construction of the new premises.”

And then more recently in 1992 another letter from the Village Hall to the Parish Council said that:

“It has been agreed that the Council should continue to hold their six yearly meetings in the Small hall at no charge, in accordance with the gentleman’s agreement made at the time of the building of the present hall 10 years ago”.

The Council was advised by Ann Lawrence that in the 1980s the Village Hall received donations from the Parish Council which ceased when the hall was doing well. It was noted that the Council now has 12¹ meetings a year. LC was asked to scan and circulate copies of the relevant correspondence and the matter to be discussed at the next meeting when Councillor Ware was present.

Post Office in Bottom Amersham: In 2008 the Post Office in old Amersham was closed. An application for a new Post Office to be installed in Broadway News has been refused and the appeal is for consideration on 24th September 2013. A member of the public urged as many people as possible to attend the meeting to support the appeal. It was AGREED that the Council should write a letter of support for the Post Office to the shop owners.

7. Planning

CH reported updates on three planning applications:

- **Longfield (CH/2013/1363/FA).** Single storey front extension with accommodation in roof space and rear and side dormer windows
The Council has made no comment on this application as it is owned by a member of the Council.
- **Cherry Tree Farm (CH/2013/0704/FA).** Erection of a replacement dwelling, detached garage and laying of hard-standing. Planning has been REFUSED by CDC. CH raised concern that the Council were not notified of the application and therefore did not make a recommendation to the CDC planning department.
- **Windmill House (CH/2013/1437/FA).** Part single storey, part two storey side extension and fenestration alterations. Response deadline 23rd September 2013.

8. Village Questionnaire

There has been a 10% response to the questionnaire which may not be enough to develop a Village plan. CH said that the residents need to decide whether they want a ‘Blue Print’ for the village and complete the questionnaire.

The results will be posted on the Parish Website – CH to action.

¹ The actual number of meetings held each year at the Village Hall by Coleshill Parish Council is 11.

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9. Finance

TPx reported that:

- At the extraordinary meeting of the Council on 29th August 2013, Councillor West was appointed Responsible Finance Officer (RFO).
- The 2012-13 Annual Return had now been submitted.
- The Internal Audit report had highlighted a few recommendations which will be addressed by the RFO (Councillor West) and new Clerk (LC):
 - The Financial Regulations should be reviewed and adopted.
 - Internal controls should be reviewed.
 - The Council should prepare a budget before requesting the precept.
 - An Asset list should be maintained
 - Bank reconciliations should be made monthly
 - There were no recommendations regarding the Book keeping
- The Council thanked Councillor West for all her help with the 2012-13 and 2013-4 accounts.
- The current year accounts were presented.
- A member of the Public requested that the finances are appended to the minutes. TPx to liaise with Councillor West.

10. The Common and Pond

TPx invited members of the Commons Committee to address the Council. They explained the following:

- A Pond Management Plan is being produced which will cover all aspects of managing the pond including the fish and duck welfare.
- Following a scoping report in 2006, the pond was dredged in 2011, to improve the quality of the water - but, for reasons unknown, the pond still fails to maintain much vegetation.
- There has been no follow-up activity following the dredging.
- The recent rain has alleviated the fish problems for the time being as the level of water has risen and oxygen levels have increased.
- The vegetation at the front of the pond needs addressing. Traditionally the Parish Council arranges work days for volunteers to work around the pond. Extra people are needed this year and Autumn/September is the time to do this. TPx to liaise with Pond Committee.

11. Meetings

DM reported that he had attended a SAG meeting regarding the Penn Festival. This year the noise had not been a problem – it was 5.5 decibels down on 2 years ago. The festival was much larger than previous years and DM explained that if they exceeded 3999 attendees a variation to the licence would be needed which required Parish Council input.

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12. Councillors' Reports

- **Open Spaces.** Nothing to report
- **Website.** It was decided that a village email list would be an effective method of communication in the village. A deputy web master is still needed. LC to investigate.
- **Cricket Club.** TPx invited the Chairman of the Cricket Club to address the meeting. Henry Amar explained that Coleshill Cricket Club is experiencing a shortage of members, has lost a major sponsor and as a result has financial concerns. It was proposed that an additional £6,000 in 2014 and then a further £4,000 in 2015 and 2016 would enable the Cricket Club to improve the facilities (including the pavilion) and increase the number of members. CH raised concern that only 3 residents from Coleshill play in the cricket team and said that if the Parish Council were to donate funds, it should go towards improving the facilities for the benefit of the whole village. CH added that the Cricket Club should make a commitment to look at other ways to raise funds. It was suggested that a Steering Committee should be set up. To be considered at the next meeting.
- **Tennis.** Nothing to report.
- **Village Hall.** The computer club continues to hold classes on a Monday morning at a cost of £3 per session.
- **School.** LW reported that the school had made a successful start to the New Year with 20 new families. In the next few weeks the following events will be taking place:
 - School Treasure Hunt : Saturday 21st September 2013
 - Harvest Festival : Wednesday 2nd October 2013
 - Visit to the National Gallery : Tuesday 22nd October 2013
- **Play Area.** The Play Area was closed this summer for a short while after it was discovered that the Annual Inspection had not been made. The inspection was subsequently performed and highlighted no major issues (26 low and 1 medium) so that the Play Area could be re-opened. The Clerk was asked to obtain quotes to address the immediate concerns for consideration at the next meeting. It was suggested that a usage (demographic) survey should be made – LW to investigate.
- **Newsletter.** Nothing to report

9:55pm Meeting Closed.

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DEMOCRATIC PERIOD

- It was suggested that Safe and Sound Playgrounds (original builders of the Play Area) should be contacted regarding the repairs needed at Play Area. Action LC.
- It was reported that the over growing hedges have not been cut back (raised at last meeting). Action LC.
- It was suggested that the Play Area might be better situated at the Cricket Pitch. Action LW - to be included in the Play Area survey.
- It was suggested that the article included in the newsletter regarding Dog mess should include a note urging villagers to be alert to miscreants.
- Concern was raised regarding overfeeding of ducks – which should also be included in the newsletter. It was noted that the Pond Plan would include duck-feeding.

10:01pm Closed.

Signed

Date