

Present 2016/65	Cllr Diana Tanner (chair), Cllr Brian Drinkwater, Cllr Joseph Hodges, Cllr Frank Spencer, Cllr Paul Firth. Cllr James Clarke, Cllr Doreen Weingart, Cllr Simon Townsend <b>Parishoners</b> Chris Coombs, Tonia Vincent, Frank Mahon, Norman White, June Goward, Joe Goward, Tony Carroll, Michael Mazillius, Tonia Vincent.
Apologies 0066	Cllr Thiebaut
Declaration of interest personal - prejudicial 0067	Nil
Minutes of meeting 1st December 20 15 0068	Cllr Weingart asked that she should be named as the abstention vote for minute 0064 paragraph 1 People and Assets Group re appointment of contractor. Amended. The minutes of the meeting 1st December 2015 were confirmed as correct and signed by the Chair. Proposed Cllr Weingart, seconded Cllr Spencer. Unanimous.
Public Participation 0069	1) Michael Mazillius asked that SCPC consider purchasing 6 litter picker (hand held aid) at £10 each plus £5 carriage for use by the civic pride group. Asked re progress re speed sign reinstatement (MVAS) which Clerk would follow up on. 2) Norman White spoke about the strip of land on the corner of Meadoway and Chaloners Hill running alongside 20 Chaloners Hill. Mr White said his enquiries confirmed it was unregistered land but grass had been mown by AVDC for a considerable time. History of land stated. Mr White wished to erect a war memorial; no monies would be required from Parish Council they would erect and maintain themselves. To consider making a 'community asset' and either a) Parish Council to deal with, b) Neighbourhood Plan incorporate or c) Mr White's Group to do themselves. Mr Mahon said they had petition with 800 signatures from villagers to support. Reference made to previous decision in October 2015 where Parish Council

decided not to be involved ( minute 0046 October 2015 refers) Cllr Firth addressed the neighbourhood planning question and said this piece of land was not currently on their list of identified green spaces around the village but this could be considered. Cllr Hodges asked who would own this piece of land and Mr White and Mr Mahon said no one, it would be adopted. (12m) Cllr Townsend asked Mr White and Mr Mahon if they had spoken to the people who live in and around that piece of land. Mr Mahon was very keen for the Parish Council to support this project. Cllr Tanner asked Clerk to remind Councillors when this subject had been discussed previously which he did. Minuted in October 2015. Parish Clerk reminded all that where the Parish Council had made a decision that subject could not be discussed again until 6 months had elapsed. (ie APRIL 2016).

Cllr Townsend wanted clarification of what you would actually do with the land as he was concerned that, had he lived next to the land, he would not want benches next to his house. Cllr Weingart asked if ' a war memorial group' could take the land themselves. Cllr Tanner asked if any other areas had been considered but no response offered. A discussion on the rights and wrongs of parking on grass verges. It was agreed by all that the 6 month period should be observed but Cllr Firth believed the Parish Council should be somewhat bolder in its decision in the future. Cllr Hodges was still concerned about Parish Council action against the previous advice from its solicitor. Parish Clerk advised against getting in a position where public money would be used to finance the resolution of a dispute. Cllr Weingart again suggested that Mr White and Mr Mahon should put up notice of intention and see what happens. (25m). Mrs Goward voiced her concerns regarding the Parish Council response. There was a discussion between community asset, ownership and adoption of the land and the different meaning. It was agreed that this subject would be discussed

	<p>at the April meeting. 3)Mrs Trevi Smith asked about the Caretakers Cottage and was concerned as to future use. Cllr Tanner explained exterior and interior work had to be completed and this was advancing. Property was regularly inspected and was heated but a decision regarding its future use had yet to be made. Mr Mazillius asked if there was a budget for cottage repair or was it an ongoing project. Ex-Parish Councillor Trevina Smith requested information on current status of Village Hall Cottage, referring to her previous experience as a serving Councillor Mrs Smith commented: "I know the trouble we had with the damp, the leaking of the roof and the porch on the back". Council Tanner detailed status, as previously agreed by the Parish Council and published in minutes. Councillors Firth, Tanner, Drinkwater, Spencer &amp; Weingart provided further commentary on details of the comprehensive scheme of works underway to fully repair and restore this part of the site and to confirm that the property was secure, heated, lit and maintained. Paul Firth confirmed "The house is in an improved state with the work that is going on". Frank Mahon suggested that various rumours surrounding the property had been going round the village and suggested that the Parish Council clarify the actual status.</p> <p>4)Mr Coombs asked that in future discussions he hoped the Parish Council would enable the Neighbourhood Plan Group to operate more efficiently and be given more authority to act without needing to refer back to full Parish Council for authorisation. 5) Frank Mahon thanked PC for the use of the village hall for free for the seniors Christmas dinner. 73 people attended.</p>
<p>Parish Clerk correspondence 0070</p>	<p>1). E mail received from ( David Lett) Stewkley Enterprise Agency with regard their model for devolved services. Offered to attend one of our meetings and Clerk to arrange as requested. 2). Doreen and Diana would attend meeting in Calvert Green on 8th January. 3.)E mail from Andrew Bluck at BucksCC re invitation to</p>

	<p>engagement session and workshop in support of the BCC review of council supported transport. Passed to Paul Firth who would review and identify attendee. 4).Clerk confirmed council tax bill for 2015-16 ( cottage) had been settled in full. 5).Discussion re computers and hot spot in library. Cllr Firth advised internet connection provided by village networks to pavilion and library. Problem would be fixed. Broadband speed would be improved and this did not need a phone line. Hot spot would be upgraded without cost to Parish Council. Service contract only to provide broadband If coverage for whole building required then an investment by PC would be needed. Computers and printers themselves are responsibility of PC. 6)Hs2 roadshow to be in village hall and library on March 16<sup>th</sup> – fee agreed £20ph and agreed we would accept their terms of 60 day payment post event. Unanimous.</p>
<p>Working Groups update 0071</p>	<p><b>People and Assets working group</b>  1). No recommendations this month. 2).Reviewed progress of previously agreed projects. 3).Health and safety review of pavilion completed and circulated. 4).Confirmed safety checks completed on all premises and these are recorded in register. 5).Discussed mini hob with group owners which was going to be repaired and stored when not in use. Microwave was to be replaced by same user group and store when not in use. 6). D of E scheme , in discussion with BucksCC who would help maintain this. 4 young people already on this scheme which would be rolled out to more. 7).Cllr Weingart thought the Parish Council should pay for the replacement of the microwave which it had taken away. Long debate as to the merits and otherwise of replacement. Cllr Tanner believed the situation had been resolved. Cllr Weingart would still like to speak to the group. 8). Cllr Firth confirmed tree on village hall boundary had been made safe and remains would be cleared. Handy person would have responsibilities in future. Thanks given to civic pride group for maintenance of the cottage garden. 9).Enquiry received from</p>

police re defib machine and codes to operate. To write back and confirm they are held by ambulance service. Unanmous.

### **Finance working Group**

1) End of December balances with banks: c/a £112638.60, tracker £21009.16, Tennis Court account £5503.90, Lloyds c/a £ 50,000 and NSC's £5258.61. Cheque run this evening would be £19,803.22 to cover current creditors.2) Required that Cllr Firth spoke later regarding grant application to support neighbourhood planning. 3)Need to consider fixed price contract for utility bills. 4)Clerk had made enquiries re cost of dog bin purchase and maintenance. 5) Setting parish precept would follow however Clerk wished to minute that Parish Councillors had already been provided with instruction from him regarding the setting of the precept ( following meeting with finance manager AVDC) including Band D equivalent charge, calculation of percentage change year on year , precept breakdown for the past 5 years and full availability of historic spend by category.

### **Communication and Events**

Cllr Spencer said nothing to report. Asked for contribution to newsletter. Clerk had e mail asking whether wanted to celebrate the Queen's 90th birthday by lighting a beacon. Cllr Tanner asked for feedback re progress with newsletter and website. – feedback would be provided. Clerk required meeting with football club for review bookings.

### **Neighbourhood and Development**

1)Cllr Firth reported good planning workshop with Neil Homer rCOH on 2nd December. NH had produced vision paper for discussion – this was distributed. Cllr Firth very positive about this paper. Development of village would be considered and this was for public debate. 4 Groups would be formed within Neighbourhood Planning working group, housing / employment / environment / community assets and members allocated. Cllr Firth would like a Parish Councillor on each group and asks for volunteers. Public would also be

encouraged to join groups. 2) Cllr Firth most concerned regarding authority to act and wanted power with regard to day to day activities. Discussion re terms of reference and delegated powers with examples given. Clerk explained difference between working groups and a sub committee. Cllr Firth did not want to operate as a sub committee and make significant decisions but wanted to be able to make normal management decisions associated with the progress of the Neighbourhood Plan. Clerk insisted that as Responsible Financial Officer that the group does not make any financial commitments without discussion and agreement by the full Parish Council. This was agreed. Cllr Tanner said she believed if a list of recommendations was provided by the group and provided the Parish Council was notified then that is how we should proceed. Cllr Firth confirmed any important communications would be prepared directed through the Clerk for endorsement and release. Unanimously agreed. 3) CIB had not been appointed despite previous SCPC response as terms of reference had been changed by them and still not agreed. 4) Village walkabout had been completed and further ones planned. (1' 55"). Grant application will be progressed.

Planning Applications

**Raising overall roof height and increase to roof pitch to create first floor accommodation within roofspace and insertion of dormer window, rooflights and flue to side elevation.**

Planning Application

1 Taurus Close Steeple Claydon Buckinghamshire MK18 2NR

Ref. No: 15/04068/APP

There was no objection. Proposed Cllr Firth, seconded Cllr Townsend.

Unanimous.

**Erection of rear conservatory.**

Planning Application

5 Greenwood Place Steeple Claydon Buckinghamshire MK18 2NX

Ref. No: 15/04194/APP

There was no objection, proposed Cllr Firth, seconded Cllr Hodges. Unanimous.

**Two storey rear extension and single storey front extension to existing dwelling and erection of attached dwelling to side**

Planning Application

23 Buckingham Road Steeple Claydon  
Buckinghamshire MK18 2QA

Ref. No: 15/04345/ The application had only just been received and the Clerk was asked to arrange an extension so decision could be made at the next meeting.

**Erection of 2 storey rear extension and internal and external alterations to subdivide existing dwelling to form two terraced dwellings.**

Planning Application

60 Vicarage Lane Steeple Claydon  
Buckinghamshire MK18 2PR

Ref. No: 15/04310/APP. The Parish Council objects as it appears to show no provision for off road parking for the additional dwelling. Proposed Cllr Hodges, seconded Cllr Weingart. Unanimous.

**HS2 and East West Rail**

1) Cllr Tanner had nothing to report on EWR. 2) Hs2 – looked at additional provisions – one did not effect our area. December consultation updated equality impact assessment CFA 2-26 response closing date 22<sup>nd</sup> January awaiting further information from BucksCC and neighbouring parishes before response. 3) Hs2 Bucks mitigation and compensation panel meeting 27<sup>th</sup> January and Cllr Hodges hoping to attend. 4) AP4 – requested that SCPC support neighbouring parishes petition and attend petitioning if available. Recommendation of support for petitions Ap4 numbered 231/234/262 are written to BucksCC hs2 team and parish councils Calvert Green, Calvert and Charndon and Twyford. Clerk to send. Proposed Cllr Tanner, seconded Cllr Hodges – unanimous.

**Devolved Services**

No report. MVAS speed signs to be set up –

	volunteers agreed.
<b>Setting of the Parish Precept 2016-17</b> 0072	<p>1) Clerk advised figures related to previous years precept had been provided for ease of calculation. Cllr Hodges read these out. 2) A very detailed analysis line by line was discussed with a view to projected expenditure. 3) There was a further discussion as to whether all work identified and proposed would be completed 2016-17 and what were priorities. It was confirmed by Councillors on the People and Assets working Group that money requested would be spent. (3:15). 4) It was proposed by Cllr Spencer that a precept request of £93694 be made in line with detailed calculations. Seconded Cllr Tanner. Vote 6 in favour , 2 abstentions ( Cllrs Weingart and Hodges). Clerk would submit to AVDC and copy correspondence to all Councillors for their files. Percentage increase on bill would be 15.11% (The new band D equivalent divided by the current band D) and the precept increase would be 18.69% (New precept divided by current precept)</p>
<b>Matters of a confidential nature</b> 0073	<p>Members of the public were asked to leave the room.</p> <p>During this part of the meeting ,having not already been completed, cheques to creditors totalling £19,803 were prepared.</p>