

STEEPLE CLAYDON PARISH COUNCIL  
**DRAFT** Minutes Parish Council meeting 3<sup>rd</sup> October 2017

<b>Present.</b> 2017/255	Cllr Paul Firth (Chair), Cllr Weingart, Cllr Price, Cllr Mahon, Cllr Spencer. 9 Parishoners and district Councillor	<u>ACTION POINTS</u>
<b>Apologies and declarations of interest</b> 2017/256	Cllr Smith. Cllr Barrett. Cllr Hodges did not attend.	
<b>Minutes of meeting 5<sup>th</sup> September 2017</b> 2017/257	The minutes of the Parish Council meeting dated 5 <sup>th</sup> September 2017 were confirmed as a true record and signed by the Chair Proposed Cllr Weingart, Seconded Cllr Mahon.	
<b>Matters Arising</b> 2017/258	Village walked postponed – to be rearranged. For 21 <sup>st</sup> October at 10:30am. PC to look at site for tree planting. There appeared a preference for somewhere close to the library. Councillors to meet at 4pm 4 <sup>th</sup> October to discuss.	
<b>Public Participation</b> 2017/259	Parishoner wanted PC to consider establishing cold calling zone. Concerned for elderly. Document provided and some research would be undertaken. Grass verges and responsibility – Cllr Barrett chased for his action plan. Concerns with regard to roof repairs being done by people in white van and unacceptable demands for money – Care! Police should be involved – call 101. Social media within the village would accommodate such messages well. Agenda and minutes to be published earlier if at all possible. Parishoner wished to review the Molly's Field / Addison Road development application and the planned changes. Also how this is reflected in Neighbourhood Plan in the light of the approval of the Buckingham Road Development. Parishoner had instigated a poll on social media with regard to Neighbourhood Plan going to referendum.	
<b>Parish Clerk – correspondence</b> 2017/260	Clerk addressed the meeting. 1)Local volunteer has offered services and Librarian will follow up. 2) Possibility of PCSO within own village and taken onto payroll was discussed in general terms and Clerk now had a contact to develop conversation. No commitment whatsoever but facts required. 3)DVD of local train development HS2 /EWR prepared by Parishoner to be viewed and placed in library. 4) Bucks Playing Field Association donation of £20 approved proposed Cllr Weingart, seconded Cllr Price, unanimous. 5)Karl the Baker thanked for organizing the Fayre which had gone well. (Clerk had written). Permission requested for use of Pavilion and Ground at Bank Holiday Monday August 2018. Unanimously agreed. 6) Pensions regulator advises pension contributions will be going up in future – already aware. 7)Cllr Weingart and Clerk had meeting with Co-op at which it was confirmed they would provide a large bin for installation at the Rec Ground to help with litter control and would be making a donation to two local charities - Youth Club and Pensioners Xmas lunch. Confirmation in writing awaited. 8) Credit note re £45,970 being half yearly Parish Precept (due 26 <sup>th</sup> September) received.	
<b>Citizens Advice</b> 2017/261	Formal discussion re the financing of Citizens Advice for a further year. Statistics provided by CA which confirmed position already filled by a paid member of staff and because of specialist knowledge requirement this needed to continue. Last year they ran our Outreach Office at a loss and this could not	

	<p>continue. As such request this year is for £1500. Cllr Firth pleased with work done with specialist needs being serviced and proposed that the quote of £1500 be paid in full by the Parish Council. Seconded Cllr Mahon. Unanimous in favour</p>	
<p><b>Youth Club – Funding</b> 2017/262</p>	<p>The Parish Council invited Mr Willeen to speak. The Youth Club has prospered in the 12 months it has been running. Awarded recognition of ‘Youth Club of the Year’ . Reliant heavily on support of the local Co-op which is much appreciated. A summary of activities provided. More volunteers have been recruited. Funding required to continue the Youth Club and breakdown of commitments / expenditure provided. In touch with Councils re support. Parish Council suggested requesting support from local Charity CDCA and request could be routed through the Parish Clerk if necessary. Cllr Firth happy to share his knowledge re funding sources. Youth Club has 32 registered in younger group and 15 older group. A parishioner on behalf of ‘Friends Of Steeple Claydon’ group believed they would be able to offer a donation of £150 to the Youth Club. It was <b>resolved</b> that (proposed by Cllr Mahon and seconded by Cllr Price) that a payment of £250 be made on the understanding this is a ‘one off’ payment and there is no commitment to repeat in the future. Payee for cheque is ‘Steeple Claydon Youth Club’. A member of the public identified that there were funds available for re-use from Help the Aged which might be available to the Youth Club. Resident undertook to investigate.</p>	
<p><b>Methodist Church</b> Request for funding 2017/263</p>	<p>Clerk had received letter asking for financial support towards the refurbishment project. Looking to see if capacity under S106 but our guidelines were for sport related projects. Total refurb costs £48k, £28.6k already found. Chair had recently spoken with representatives of the Church and fund raising is going well. The Parish Council accepted that the Church ran various lunches and social gatherings that were much appreciated especially with the older Parishoners. It was eventually resolved that a donation of £250 be provided. Proposed Cllr Price, seconded Cllr Firth. An alternate proposal was not seconded. Vote 3 in favour, 1 against, 1 abstention. Carried.</p>	
<p><b>Library</b> 2017/264</p>	<p>Librarian asked to discuss purchase of new bookcases for the library as there had been some confusion at last meeting with regard to cost and budget. Demand for more books but nowhere to put them. Big bookcase in lobby required and wants 8 bookcases to go into body of library. Councillors were concerned that planned expenditure over £1000 should be subject to a minimum of 3 quotes as per Parish Council standing orders. Chair believed there was a necessity for representatives of the Parish Council to sit down with librarian. Clerk , as line Manager, asked that the Parish Council sat down with Pat and agreed the way forward and fully understand the Librarian’s vision. Discussion with regard to getting shelf details from alternate supplier. Meeting with Bucks Library Service scheduled for 4<sup>th</sup> October.</p>	
<p><b>S106 Payments Summary</b> 2017/265</p>	<p>£21,450 available to draw for sports related projects , a further £210,000 (NER) and £325,000 (Addison Rd) £280k (Buckingham Road) in pipeline. 27<sup>th</sup> September request from AVDC for appropriate sport and leisure projects. Payment dates vary between pre commencement to sale of a particular unit. Funds must be drawn within 10 year period. Caution suggested in discussing high value project as consideration must be given to maintenance thereafter and the impact on PC funds. *</p>	

	subsequently agreed that funds should be earmarked for new pavilion.																																					
<b>MVAS</b> Moveable vehicle activated signs	Chair keen to have 2 <sup>nd</sup> speed activated sign. Further base to be added in North End Road. Additionally Chair had been speaking to Botolph Claydon PC who had been trialling 'Sentinel' – a speed monitoring and data capture equipment. Data can be made available to police and is of required quality for charging drivers. BCPC are keen to share the cost with other local Parish Councils (4 total) with typically one day a week usage. Tonight discussion restricted to purchase of new base fitting for MVAS and discussions with Bucks CC (proposed Cllr Firth, seconded Cllr Mahon). Unanimous. Debate re exact positioning. Clerk had sent letter for support by central funding and awaited a response.																																					
<b>Working group update on activities 2017/253</b>	<p><b>Finance</b>  Cheque run October 2017.</p> <table border="1" data-bbox="480 748 1214 1088"> <tr> <td>105120</td> <td>P Walls</td> <td>CCTV set up</td> <td>£ 380.00</td> </tr> <tr> <td>121</td> <td>D Griffiths</td> <td>Rec Gd Maintenance</td> <td>£486.50</td> </tr> <tr> <td>122</td> <td>M J Flynn</td> <td>Tree Pollard – rec ground car park</td> <td>£900.00</td> </tr> <tr> <td>123</td> <td>GMG</td> <td>Firework novelties</td> <td>£1206.49</td> </tr> <tr> <td>124</td> <td>Bunting and Co</td> <td>Acct fee</td> <td>£234.00</td> </tr> <tr> <td>125</td> <td>G J Phillips</td> <td>Battery - tractor</td> <td>£129.44</td> </tr> <tr> <td>126</td> <td>K J Fowler</td> <td>Door adjust village hall</td> <td>£40</td> </tr> <tr> <td>127</td> <td>E'on</td> <td>Street light repair</td> <td>£888.00</td> </tr> <tr> <td>128</td> <td>HMRC</td> <td>Tax and NI</td> <td>£417.08</td> </tr> </table> <p>Wages paid electronically.  Proposed Cllr Price seconded Cllr Spencer – unanimous.  Bank balances as at 30<sup>th</sup> September 2017- c/a £85,308.74,  Tracker £ 21027.20, Lloyds £ 50,000, NSC's £ 5,329.88 Tennis A/c £5,506.66.</p> <p><b>Recreation Ground</b>  Cllr Price addressed the meeting, 3 Councillors had met at Rec Ground. Fencing repair to be done by V Hall caretaker. Rec ground looking in good condition. Discussion about skate park MUGA and Pavilion held. With so much potentially going on Cllr Price said the PC needed a 'grand plan' to cover everything. Clerk would find exact location of proposed footpath through rec ground and would write to Bovis. The Parish Council would certainly need professional help with this development, especially pavilion location, size and design. Cllr Price commended for his ideas and would be supported by the Councillors. A plan, when developed, would be shared with the Parishioners. Co-op is to donate a bin for use in the Recreation Ground to help with litter control and location to be confirmed.</p> <p><b>Village Hall, Cottage and Library</b>  Fire Inspection to be 31<sup>st</sup> October. Railings in front of hall being painted. Cllr Mahon reminded Councillors that Caretaker leaves within 3 weeks. Interim cleaner to be found. Clerk to provide cleaning spec. Cottage carpets to be suitably cleaned. Library discussion this week to be arranged. Urgent consideration to be given to continuance of current hall booking system with appropriate training or alternative system to be initiated. Current system is too complicated. Clerk advised it was imperative that a meeting be held before the 21<sup>st</sup> October,</p>	105120	P Walls	CCTV set up	£ 380.00	121	D Griffiths	Rec Gd Maintenance	£486.50	122	M J Flynn	Tree Pollard – rec ground car park	£900.00	123	GMG	Firework novelties	£1206.49	124	Bunting and Co	Acct fee	£234.00	125	G J Phillips	Battery - tractor	£129.44	126	K J Fowler	Door adjust village hall	£40	127	E'on	Street light repair	£888.00	128	HMRC	Tax and NI	£417.08	
105120	P Walls	CCTV set up	£ 380.00																																			
121	D Griffiths	Rec Gd Maintenance	£486.50																																			
122	M J Flynn	Tree Pollard – rec ground car park	£900.00																																			
123	GMG	Firework novelties	£1206.49																																			
124	Bunting and Co	Acct fee	£234.00																																			
125	G J Phillips	Battery - tractor	£129.44																																			
126	K J Fowler	Door adjust village hall	£40																																			
127	E'on	Street light repair	£888.00																																			
128	HMRC	Tax and NI	£417.08																																			

	<p>where the system was fully understood. Advance bookings up to 18 months ahead could be made at times when regular booking could fairly be expected to have priority. Agreed to arrange half day training with Cllrs Barrett, Smith and Ed Potocki. Clerk would arrange meeting.</p> <p><b>Communication and events</b></p> <p>Fireworks night 4<sup>th</sup> November. Fully advertised with posters printed. 2 more signs to be purchased at a cost of £50 – proposed Cllr Firth, seconded Cllr Mahon – unanimous. Marshalls to be requested by Cllr Mahon of football Club. Novelties have been orders with 10% discount secured. Newsletter entry discussed. General discussion on communication and use of social media.</p> <p><b>HS2</b></p> <p>Hs2 funding meeting on 11<sup>th</sup> October at Waddesdon – Chair would attend and report back.</p> <p><b>Planning Applications</b></p> <p><u>Outline application with access to be considered and all other matters reserved for a residential development of upto 110 dwellings, an A1 convenience store up to 280sqm and new D2 health facility.</u></p> <p>Planning Application Land Adjacent Addison Road Steeple Claydon Buckinghamshire Ref. No: 17/01010/AOP</p> <p>Further paperwork revealed potential for additional entranceway beyond current village boundary. Councillors given to believe that this would be access provided for 5 self build properties and not necessarily completed at same time as rest of development. As such Parish Council would not make further comment on this application as it had already positively responded.</p> <p><u>Erection of new bungalow and formation of new access to the highway</u></p> <p>Planning Application Land Adj 34 The Island Steeple Claydon Buckinghamshire MK18 2NU Ref. No: 17/03412/APP</p> <p>Drive way to side of detached bungalow. Road would not be affected. Highways have no problem identified. Cllr Firth proposed no objection, seconded Cllr Price- Unanimous.</p> <p><u>Development authorised by the High Speed Rail (London-West Midlands) Act 2017</u></p> <p>Planning Application Land To The West Of Addison Road Steeple Claydon Buckinghamshire Ref. No: 17/03683/HS2PS</p> <p>Relates to movement of electrical sub station. Parish Council would not respond again.</p> <p><b>Neighbourhood Plan Update</b></p> <p>Cllr Firth made reference to survey which had been published on social media and read out loud from it. NP team had met previous Friday and agreed they should ask for support from Parish Council to move toward referendum without amendment. Any amendment now to plan could not be made without further consultation. Resolved move to referendum. Proposed Cllr Mahon, seconded Cllr Spencer – Unanimous.</p>	
<p><b>Matters of a confidential Nature</b> 2017/254</p>	<p>The public were asked to leave before this item on the agenda. Public meeting closed</p>	

Signed..... Dated.....	
------------------------	--