

STEEPLE CLAYDON PARISH COUNCIL
Minutes of Parish Council meeting 3rd July 2018

Present 2018/3	Cllrs Hodges (Acting Chair), Weingart, Smith and Barrett. Six members of the public.	Action Points
Apologies, previous minutes and declarations of interest 2018/3	<p>Apologies received from: Cllrs Firth, Spencer, Price, Mahon. Cllr Chilver, Cllr MacPherson.</p> <p>Resolved to accept the Minutes from meeting on 5th June. Proposed by Cllr Smith, seconded by Cllr Weingart.</p> <p>Cllr Weingart received reimbursement of expenditure undertaken on behalf of the Parish Council. Cllr Hodges declared an interest as a relative was receiving a payment.</p>	
Chairman's Comments 2018/356	<p>Cllr Firth was on holiday but met with the Clerk before he went. There was nothing to report.</p> <p>Cllr Hodges and Cllr Barrett signed the Declaration of Office forms for their appointment as joint Vice Chairs.</p>	
Public Participation 2018/357	<p>Cllr Hodges closed the meeting and opened the floor to the public.</p> <p>A parishioner addressed the Council about support for the project and an issue relating to booking the village hall for an SCRG event. It is accepted that SCPC are unable to support the initiative financially but it was requested that SCPC make a public statement, a declaration of support, for the project and put it on the SCPC website. The parishioner confirmed that SCRG are an unregistered charity.</p> <p>Cllrs discussed whether this was something that the PC were allowed to do. It was resolved that the Clerk would find out if this would be allowable.</p> <p>Two parishioners spoke regarding the issue of a booking they were unable to make for the village hall and the exchange of emails with the Clerk over the issue. They felt that it was not possible to get hold of the Clerk on the phone and said that other people felt the same. It was resolved for the Clerk to check the voicemail facility on the Clerk's phone.</p> <p>Cllr Hodges confirmed that there is a protocol to follow for booking the village hall and issues don't happen if that protocol is followed.</p> <p>Cllrs confirmed that SCRG had been offered an agenda item for tonight's meeting and SCRG confirmed that they had declined that offer.</p> <p>It was clarified that if anyone wishes to add an item to the agenda, the Clerk is to be advised at least 5 days before a meeting.</p> <p>It was confirmed by Cllrs that they understood no malice was meant and that no-one is disputing the importance of and public support for this initiative.</p>	<p>Clerk</p> <p>Clerk</p>

	<p>The parishioner asked the Clerk for copies of correspondence between the Clerk and two regular hall hirers pertaining to the hall hire issue. It was resolved that the Clerk would seek permission from the two groups to forward their correspondence and if permission is given, the Clerk will forward the emails to the parishioner.</p> <p>A parishioner reported that he has received two phone calls at home recently, asking to book the village hall. Cllrs confirmed that the details on the website are correct, showing both the Clerk and Caretaker's mobile numbers.</p> <p>A parishioner reported that, not only is the litter bin missing from near the bungalows on Victory Road, but now the pole has been removed too.</p> <p>The parishioner also reported that the 'Slow' traffic road sign on West Street, approaching the Co-op is faded and asked Cllrs if it could be renewed. It was resolved to ask TfB to update it.</p> <p>The parishioner also reported that the map that HS2 are using to highlight the archaeological work is approximately 30 yrs out of date as it shows two schools and excludes some of the newer housing areas. He has advised HS2 of this on two occasions but it has not been rectified. It was resolved that the Clerk report it to Cheryl Snudden.</p> <p>A parishioner raised the issues of banner on the railings opposite the Co-op as potentially braking a by-law. She felt they are very distracting for drivers who are reading the banners, rather than being aware of on-coming traffic.</p> <p>It was resolved that the Clerk would ask TfB what level of signage is acceptable/safe and that a note about it be posted on the Facebook Forum, SCPC website and the SCPC section in the Parish magazine. Clerk to speak to Cllr Spencer re article for parish magazine.</p> <p>A parishioner asked for there to be a policy on the removal of notices on street furniture as they are often not removed after an event and make the village look untidy. It was resolved to write an article on this issue for the SCPC page in the Parish magazine, requesting people who put them up to also take them down after their event.</p> <p>The parishioner also sought clarification on the working hours on the Bovis development as, regularly, there is the sound of lorries reversing, at 7.30am. Cllrs discussed that they understood it to be 8am – 6pm, with an hour either side for quite works, to allow employees to get to/from work and to ready the site for the working day. It was resolved that the Clerk seek confirmation on agreed working hours from Bovis Homes.</p> <p>Cllr Hodges reconfirmed that Bovis Homes are giving £1,000 for the new brick planters.</p> <p>The parishioner also asked for a complaint to be lodged with Bucks CC about the state of the verges. Cllr Barrett advised that he spoke to Bucks CC who confirmed there used to be 4 cuts a year but with budget cuts this has been reduced to 3. The first was delayed because of bad weather. The second was done after Cllr MacPherson got involved and the third is due on 23/Sept. The road edge cleaning is now not undertaken by Bucks CC, it has been devolved.</p> <p>Cllr Barrett advised that SCPC would be investigating whether all mowing services should be devolved.</p> <p>Fixmystreet reporting tool discussed. Cllrs encouraged all parishioners to report issues/submit complaints as the more feedback there is, the</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk Cllr Spencer</p> <p>Cllr Spencer</p> <p>Clerk</p> <p>Cllr Barrett</p>
--	---	---

	<p>better the chance of seeing results.</p> <p>It was resolved that the Clerk report the big pothole at the bottom of Addison Road but noted that, as above, the more people who report it, the more likely it is to be dealt with.</p> <p>Clerk advised there is a new portal for PC's to use to report issues such as potholes, grass cutting.</p> <p>A parishioner said they understood that hedges that overhang public footpaths, were the responsibility of the PC to sort out. This was discussed and it was confirmed that the PC can report a homeowner to the Council, who will write to the homeowner, but that the person who owns the hedge is responsible for it.</p> <p>A parishioner commented that cars slow down along Queen Catherine Road, where hedges are bulging into the road and that these hedges need cutting back.</p> <p>It was resolved to arrange a village walk for Cllrs in the near future.</p>	<p>Clerk</p> <p>Clerk</p>
<p>Parish Clerk – Correspondence 2018/3</p>	<p>The Clerk presented correspondence received from parishioners since last meeting.</p> <p>These included a request to look into providing a bus shelter in the village to protect from good weather and bad, hedge cutting and advanced notice of a future planning application.</p> <p>It was resolved to investigate getting a bus shelter in the village.</p>	<p>Clerk</p>
<p>GDPR 2018/3</p>	<p>Cllr Barrett has circulated his GDPR document Cllrs to read / review and has asked for their feedback as soon as possible.</p> <p>A full audit of retained information will be done in the summer months.</p>	<p>All Cllrs</p> <p>Cllr Barrett Clerk</p>
<p>Bucks Best Kept Village Competition 2018/3</p>	<p>It is believed the BBKV judges visited the village a week ago.</p> <p>Work to the brick planters at entrance to village has been completed.</p>	
<p>Village Project Plan 2018/363</p>	<p>No specific update at present</p> <p>A parishioner asked to be involved in this working group. Cllr Barrett agreed. It was resolved for this parishioner to join the working group.</p>	<p>Cllr Barrett</p>
<p>Working Group updates 2018/364</p>	<p>Finance</p> <p>The Clerk presented this months' cheque run. The Clerk also advised that £5,000 is being transferred from Barclays to Lloyds Treasurers Account this week, with a further £15,000 to be transferred once this first payment is completed, in order to ensure the safety of SCPC funds across banking institutions.</p> <p>Balances as at 3rd July 2018 - c/a £60,165.43, Tracker £21,041.88, NSC's £5355.00, Lloyds Treasurers account £ 50,000, old tennis club account £5,510.38.</p> <p>Cheque run June 2018. Proposed Cllr Smith, Seconded Cllr Barrett.</p>	<p>Clerk Cllr Spencer</p>

105245	Spectrum Plastics	100 Library cards	£114.00
105246	Quest	PPE, tools & janitorial supplies	£251.36
105247	E'on	Qrtly Street Lighting maintenance, ending Jun '18.	£613.44
105248	Steve Cannon	Rebuilding of brick planters at entrances to village	£1600.00
105249	Doreen Weingart	Reimbursement of expenses – N.Osgerby leaving gift	£250.00
105250	Mrs Catherine Hodges	Catering for N.Osgerby retirement event	£195.00
105251	Lock & Key centre	Emergency repair to forced lock on Library door	£219.00
105252	D Griffiths	Rec Grnd maintenance	£525.10
105253	World of Wood	Mobile bookcase for library	£319.00

Recreation Ground

Cllr Hodges confirmed the works instructed following last month's meeting started on 02/Jul.

The Clerk reported the Tractor has been taxed for another year.

The Clerk advised that there had been an accident in the skate park at the weekend. It did not happen because of anything at the skate park and so was not the responsibility of the PC however it was **resolved** to purchase signage to state that people use the skate park at their own risk.

Cllr Hodges advised that the Police had been called to anti-social behaviour when a youth had climbed onto the roof of the pavilion and thrown glass bottles down to the ground. All youths were captured on CCTV which has been shown to the Police.

The Clerk advised that the Caretaker had cause to call the Police again on Friday after a group of youths had refused to move from outside the village hall and had become verbally abusive to him.

The Clerk advised that she has instructed the Caretaker that, in the future, should that situation arise again, that he is to remain in/return to his home and call the Police. He must not put himself in danger.

Three sealed quotes for the removal of the walnut tree were presented to the Cllrs, by the Clerk. Cllrs Hodges, Smith and Barrett each opened one quote and read out the quote.

Quote A was for £650 + VAT, Quote B was for £920 + VAT, Quote C was for a flat fee of £250.

Cllr Hodges proposed accepting Quote C, seconded by Cllr Barrett. Cllr Weingart abstained.

It was **resolved** to accept Quote C, after Clerk has confirmed their Public Liability insurance.

Cllr Smith asked if the wood could be retained, to be carved into a sculpture for the garden at the Village Hall. Clerk to check.

Clerk

Clerk

Clerk

	<p>Village Hall, Library and Cottage</p> <p>Cllr Smith advised that the working group is due to meet in the next week to discuss planned works. Cllr Smith confirmed they will be applying for grants for the works and that they thought they would use a larger commercial contractor, with a large team, to give a better chance of getting all works done within one week. Working group to consider asking HS2 for funds towards the refurbishment.</p> <p>The Clerk advised that the maintenance contract with British Gas for the Cottage, has been set up.</p> <p>The Clerk confirmed notice has been given to PHS.</p> <p>The Clerk confirmed that the cost of another bookcase would be £319, including VAT. It was resolved to ask Cllrs to authorise the purchase of a new bookcase via email, rather than wait until a vote at the next PC meeting in September.</p> <p>A double booking at the hall on Saturday had been resolved.</p> <p>Pat Serle advised that the youths that hang around at the village hall go into the Library and ask to use the toilets. Cllrs discussed whether or not the toilets are in fact public toilets.</p> <p>The Clerk advised that she and the Librarian are reviewing the Lone Worker Policy within the Library, to ensure no-one ever works alone.</p> <p>Communication and Events</p> <p>Clerk to talk to Cllr Spencer about rotating wording on the SCPC page in the parish magazine.</p> <p>The Clerk advised that an email had been received from Geoff Phillips, confirming the new firework firing system has been received.</p> <p>Cllr Smith advised that the SC Remembrance Group are doing the catering for the beacon lighting event on 11/Nov.</p> <p>The Clerk advised that she is now registered to be able to upload information to the SCPC website and will arrange to meet Ian Millard to a training session on how to do so.</p> <p>HS2 & Project development</p> <p>The Clerk advised that HS2 have arranged two drop in sessions for late afternoon/early evening hours, to accommodate people who are unable to attend during the day. The Clerk has placed a poster advertising this on the SCPC noticeboard.</p> <p>Cllr Barrett confirmed he has invited HS2 to attend the village fete. They have agreed in principle however have said it might not be possible as it is a bank holiday weekend and many people are not working/away.</p> <p>Cllr Barrett resolved to provide copy, each month, for the HS2 page on the SCPC website, in order to keep parishioners as up to date as possible.</p> <p>It was discussed that Ian Millard had a website called 'Get ready for HS2'. It was resolved that the Clerk find out from Ian if this site is still</p>	<p>Village Hall Working Group</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr Barrett</p> <p>Clerk</p>
--	--	--

	<p>active and if so, if it can be linked to the SCPC website.</p> <p>Planning Applications</p> <p><u>New Field Shelter and Concrete Hardstanding (part retrospective)</u> Land Near Herds Hill Steeple Claydon Buckinghamshire MK18 2EN Ref. No: 18/01992/APP</p> <p>Cllrs discussed the application and agreed no objection.</p> <p>Meeting closed 8.34pm</p>	<p>Clerk</p>
--	---	--------------

Signed.....

Date.....