



STEEPLE CLAYDON PARISH COUNCIL

Minutes of Parish Council meeting on 06 November 2018

<p>Present: Cllr Paul Firth (chair), Cllr Frank Mahon, Cllr Doreen Weingart, Cllr Trevina Smith, Cllr Tony Barrett, Cllr Dan Price, Cllr Joseph Hodges.</p> <p>In attendance: Hannah Holmes – Parish Clerk and nine members of the public. The meeting was opened by Cllr Firth at 7.32pm</p>	
<p>1. Apologies Cllr Spencer sent his apologies. District Cllr Chilver and County Cllr Macpherson sent their apologies</p>	
<p>2. Declarations of interest</p> <p>Cllr Doreen Weingart will abstain from the North End planning application Cllr Smith will not sign her own expenses cheque.</p>	
<p>3. Minutes</p> <p>Thanked the clerk for prompt minutes for October. No amendments. Cllr Weingart proposed that the minutes were a true record and seconded by Cllr Smith, all agreed. The minutes were signed as a true and accurate record of the meeting.</p>	
<p>4. Chairman’s Comments</p> <p>All significant actions from last month’s minutes have been achieved by action point list – it was agreed that the Parish Council will continue to use this method of recording agreed actions in the future.</p> <p>Cllr Firth particularly pushed the training courses that are currently available with all councillors – there is good comprehensive training through BALC – all are welcome to attend</p>	
<p>5. Public Participation</p> <p>This meeting was closed at 7.36pm and public participation was invited at this time.</p> <p>Parishioner 1 – Regarding speeding traffic, specifically on Buckingham Road – contacted the clerk and expressed they were concerned by the heavier and busier traffic – they wanted to look at ways to address this. Particularly ‘rush hour’ morning and night.</p> <p>Parishioner 2– Also wanted to raise speeding on Vicarage Lane, at any time of</p>	



day and night.

Parishioner 3 – added West Street and Meadoway – at school times – especially the corner by the War Memorial. Wanted to ask about a 20 mph zone.

Cllr Firth explained that the PC has previously asked Mr Haest to look at concerns of the village and try and get numerical data that supports those concerns, using the MVAS. (Mobile Vehicle Activated Sign)

Mr Haest explained – They have been provided with the MVAS – a traffic sign for monitoring every car that comes into the village – looking at data from 2014 (Vicarage Lane & Buckingham Road) and data from a 3 week period in July/August this year and one day this week – the results are all consistent – the speeding is throughout the day and is every day. The average is far too high – 94% of cars using those roads are speeding.

The MVAS Flashes at 32 mph – the battery had run out but it will now be regularly checked.

Mr Haest is taking responsibility to ensure the sign is kept in good working order from now on. He mentioned the petition for a road crossing by the Co-Op which has been initiated by a parishioner.

He proposed the question - How do you control the traffic?

By looking at calming methods and safety – he will be mapping a consultation with the public to come up with possible solutions and an action plan.

Then to put it forward for public consultation to take forward any action points.

Parishioner 4 - Addison Road and Buckingham road have access onto the new estate sites, but he feels that nothing has been said about providing a new from the new estate into the Village.

Cllr Firth stated that he looked forward to using the work done by Mr Haest to create a useable road plan for the village.

Cllr Firth will reply in totality by email as they are corresponding about this and other things such as BCC footpaths and their change of staff so PF will reply directly to Mr Haest.

Parishioner 5 – New parishioner from the Bovis homes estate on North End Road –he is concerned that they cannot get safely from the estate to the school and has noticed what he felt was a culture of speeding in the village. He understands that there is Clause 15 involvement – to do with the width/finish of the pavement. He felt that Bovis and BCC were ‘passing the buck’ and that something was holding it up.

Parishioner 5 – stated that he has received a response from the SCPC (prior to the meeting) and also a response from Cllr John Chilver, with advice as to who to contact, the SCPC have no responsibility or authority in this, but are indeed happy to support getting the new footpath put in place.

Cllr Firth explained that Bovis has applied for a change in clause 15 relating to the timing of the construction of the new footpath on North End Road. SCPC



has written to AVDC to try and get a safe route implemented as soon as possible.

SCPC have written to Bovis saying that we are not happy with the footpath delay.

Ultimately there will be a paved footpath along North End Road and one through the Recreation Ground, linking the new development with the village.

Parishioner 4 — asked was there resolution to the comment from SCPC to Bovis – disapproving of them advertising potential building land on the other side of the road – SCPC is still waiting on a response from Bovis.
Cllr Firth felt that they have most likely been advised by their lawyers to show as much land as possible to be available for future development.

Parishioner 3 – Has the SCPC had a response from Bovis to the query that that they consistently start work at 07.30am – mentioned in a previous meeting that Cllr PF was absent from – the parishioner who lives there says they do seem to be better recently. It was noted that this problem is reducing due to reduced working hours as winter approaches.

The public participation was closed at 8.03pm.

6. Clerk’s Report

Summary of significant activities over the last month.

- Invoices created for January to September 2018 and sent to hall users. These invoices will be prepared monthly in collaboration with Cllr Smith and caretaker Terry Levitt.
- Spreadsheet to record all PC transactions including categorisation established and populated.
- Preparation of monthly transactions including transfer of information from the ledger from April to October and summary report for the monthly meeting.
- Registering with Barclays to have access to the bank account and preparing and sending off the application forms for online banking (ongoing)
- Attended BALC training for agenda and meeting minutes preparation.
- Registered for ILCA course – first level of clerk training.
- Improving understanding and functionality of the Booking Bug system.
- Website management including meeting with I Millard to be trained



<p>in updating the website. Any suggested changes to be sent to the clerk.</p> <ul style="list-style-type: none"> • Creating log of faulty street lights, who reported them, when we informed Eon and when they were repaired to provide parishioners with accurate information regarding street lighting. 	
<p>7. Street Lighting</p> <p>Clerk - Since 15 October 18 we have reported as faulty 10 street lights to Eon – we have had nine repaired as at 06.11.18.</p> <p>Eon have suggested doing a trial LED lantern – there is one lamp on Vicarage Lane that is dull which could be used for trial.</p> <p>Cllr Firth suggested a ‘Unique reference number’ on lampposts – Clerk has contacted Eon for advice at 13.11.18.</p> <p>Future meetings will include summary of the street lighting condition</p>	<p>Clerk</p> <p>Clerk</p>
<p>8. Bus Stops</p> <p>Consider commission of at least one bus shelter in the village. Introduced by Cllr Smith – for £2,500 we can have a bus shelter with bench all along the back with toughened glass with a metal frame. Proposed siting is on West Street next to the post box – opposite the Post Office.</p> <p>Cllr Firth made the proposal that we trial a bus stop on West Street if Cllr Smith can find out all of the necessary information.</p> <p>It was RESOLVED that the council supports the development of a shelter at this location and Cllr Smith and the Clerk will investigate further.</p> <p>Cllr Price abstained from the discussion.</p>	<p>Clerk/ Cllr Smith</p>
<p>9. Road Safety</p> <p>Covered and minuted in public participation</p>	
<p>10. Devolved Services</p> <p>Cllr Firth introduced the devolved services situation and explained that this is an initiative by BCC to hand their responsibilities to the parish.</p> <p>Cllr Barrett reported that BCC are offering 4 years payments of £2750/year with some money or the alternative is reduced services by Tfb – with no guarantee of any funding at all from BCC after 2023</p>	



<p>Decision has to be made by end of November – or the offer will be withdrawn – comes into effect budget year starting April 2019.</p> <p>Cllr Mahon – proposed that the Parish Council accepts the £2,800 and go out to three tenders to get it done 3 or 4 times a year and set precept next year – he noted that this needs managing.</p> <p>Seconded by Cllr Tony Barrett. The proposal was agreed by all councillors voting. Cllr Doreen Weingart & Cllr Dan Price abstained.</p> <p>It was agreed that the Parish Council should set up a working group to manage this process.</p>	<p>Cllr Barrett</p>
<p>11. Project Delivery</p> <p>To discuss the signing of an Access Agreement with SCAPE to enable the PC to progress proposals to develop the Recreation Ground using the anticipated section 106 grants associated with the major developments in the village.</p> <p>Cllr Firth is concerned we are not making significant progress with the development of project planning. It is not an immediate problem as the Section 106 money is not available yet. The topic was discussed.</p> <p>It was agreed that Cllr Firth will further develop ideas and thoughts about it and alternative independent contractors – get consultancy services quote and come back at another meeting to take it forward.</p>	<p>Cllr Firth</p>
<p>12. Working Group Update on activities and recommendations</p> <p>a. Working Groups (General) To discuss the operation of the working groups to ensure they are effective and cover all of the activities covered by the Parish Council.</p> <p>Summary table was gone through to ensure it is up to date. Clerk to re-issue</p> <p>It was agreed that all the councillors wanted the working groups structure to continue. The leading member of each group should commit to bring decision proposals back to the table at each meeting. The Chair requested that each working group to put dates in diaries for each group to meet up before the January meeting.</p> <p>b. Finance To agree timing and sequence of events in the development of the budget for 2018-2019 and the setting of the village precept.</p>	<p>Clerk</p>



<p>15. Future Agenda Items</p> <p>CLlr Dan Price – would like skate park project management discussed</p> <p>Devolved services – an update</p> <p>Closed at 9.46pm</p>	
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Signed.....

Date.....



APPENDIX – Payments and receipts

Cheque No	Payee	Details	Amount	Allocation
292	AVDC	Transfer of VH license	£23.00	Hall
105293	Wel Medical	AED cabinet & pads	£641.88	
294	A Buckland & Sons	Skip Hire	£254.40	Rec Grnd / Pav
295	Bunting & Co	PAYE	£234.00	Wages
297	Janus Safety Solutions	Pat testing Hall & Pavillion	£72.00	Hall & Pav split
296	Pat Serle	Brass dedication plate	£25.00	Library
298	Trevi's Expenses	Supplies / plants / petty cash for TL/V Hall	£214.10	Misc
299	Nicholls	2 x toilet seats	£40.30	Hall
300	AVDC	Empty & rental hire for 1100 bins 23 @ £9.50 28 @ £2.10	£277.30	
301	BALC	2 x training course minute writing	76.64	
302	Pat Serle	Book allocation	£27.32	Library
303	Terry Levitt	Ancillary items	£86.65	Misc
304	Hannah Holmes	Stationary	£14.65	
305	British Gas	Cottage Flush	£685.00	
306	BCC	Library DBS check	£18.00	Library
307	Quest	Skate Park / Shed : NB Credit note used (£59.70)	£71.82	Rec Grnd
308	Global Marketing Group Ltd	Firework swords x144/ strobe batons x144 / galaxy ball x144	£879.36	
309	Nicholls	Battening for Firework display	£21.44	
310	SLCC	Clerk ILCA training	£118.80	
311	DUPLICATE SLCC		0.00	
312	HMRC	PAYE	£332.00	
313	Peter Roberts	Clock Repair	£50.00	Rec Grnd / Pav
314	David Griffiths	Rec Grnd Maintenance	£510.60	
D/D	Village networks	Village Hall internet	£30	Hall
D/D	Village Networks	Library internet	£30	Library
D/D	Eon	Elec - Library	£107.80	Library
D/D	Eon	Street Light	£1,121.60	Street Lights
D/D	Eon	Elec - Pavillion	£18.35	Rec Grnd / Pav
BACS	H Holmes	wages	£1,568.04	
BACS	T Levitt	wages	£1,114.03	
BACS	P Serle	wages	£384.00	
		TOTAL -	£7,926.48	
INCOME	Cllr A Macpherson		£250.00	