

STEEPLE CLAYDON PARISH COUNCIL

Minutes of Parish Council meeting

Tuesday 01 December 2020

<p>Present: Cllr Joseph Hodges (in the Chair, hosting and recording the Zoom meeting) Cllr Tony Barrett, Cllr Frank Mahon, Cllr Marie Cherry, Cllr Paula Woods.</p> <p>In attendance via Zoom: Hannah Holmes – Parish Clerk and 11 members of the public. The meeting was opened by Cllr Hodges at 19.30</p> <p>Following the introduction of legislation L01-20 The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of local Authority and Police and Crime panel meetings) (England and Wales) Regulations 2020 - allowing local councils to hold their meetings using online technology. Councillors and members of the public had confirmed they were familiar with how to use Zoom and understood the protocols regarding using 'mute' to avoid background noise and letting Council know who is attending.</p>	
<p>1. Apologies The Clerk has received apologies from the following Councillors: Cllr Weingart via Cllr Hodges this evening.</p>	
<p>2. Declarations of interest None</p>	
<p>3. Minutes November Minutes circulated to public and Cllr's via website and email. Cllr Barrett proposed that they be approved as a true representation of the meeting; this was seconded by Cllr Mahon, all other Cllrs who had been present at that meeting agreed. The minutes will be signed by the Vice Chair noting CV Social Distancing restrictions.</p>	<p align="center">Clerk</p>
<p>4. Chairman's Comments: None</p>	
<p>5. Potential new Councillor co-option recruitment We are at 6 councillors; we can go to 9. Cllr Mahon proposed we advertise as soon as possible – he added, it may only be they serve until May 2021 elections. Cllr Barrett noted we still require a Cllr who is an expert in Communications. Seconded by Cllr Barrett, agreed by all Cllrs present. Clerk to send around advert to Cllrs for approval.</p>	<p align="center">Clerk/ Cllr's</p>
<p>6. Public participation - Opened at 19.41 Parishioner 1 – raised the subject of speeding in the Village, especially on West Street. Cllr Hodges discussed past traffic calming and speed reductions tried. Not an easy topic/solution. Cllr Chilver/ Cllr Macpherson – have discussed it with Parishioner 2 who has prepared a document for agenda item 8. High speed entrance into village, MVAS, chicanes, sleeping policeman – more money in community board to fund such schemes. Cllr Barrett thanked Parishioner 2 for all of his hard work to date, and hope for some ideas to come from his positive actions. Cllr Macpherson – sadly TVP have put on hold the useful speed watch initiative, due to COVID, but parishes are pushing back for it to be re-implemented. Happy to chase this for PC. PC thanked Cllr Macpherson for this.</p> <p>Accidents seem to be biggest motivator, but few accidents reported.</p>	<p align="center">Cllr Macpherson</p>

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<p>Cllr Chilver noted HS2 or EWR trucks should be clearly identified and any issues reported to contractor Parishioner 3 – concerned about the speeding – especially big trucks. Road cleaning by building sites or lack thereof, was discussed. Parishioner 3 asked PC to send a communication to Transport for Bucks and Community Liaison Officers with parishioners’ concerns. Ask them to use correct haul roads and be held accountable. Cllr Hodges agreed.</p> <p>Cllr Macpherson has raised it with EWR / HS2 / Fusion / EKFP etc EKFP stated they are satisfied that the roads are OK. Cllr Macpherson will send it onto SCPC. Assured all present at meeting it is something she and Cllr Chilver are aware of and working on it. Road cleaning / wheel washing / gritting all very important. Cllr Mahon noted the 4 local parishes Twyford/ Chardon / Calvert & SC together with Cllr Macpherson and Cllr Chilver, are all working hard to draw attention to this problem. Also the building site Cllr Chilver – reminder about the Joint Community Sub group monthly meeting: TVP/ EWR / HS2 – wheel washes was raised last month, procured but not yet installed, Cllr Chilver will chase up.</p> <p>Public participation was closed at 19.51</p>	<p>Cllr Hodges.</p> <p>Cllr Macpherson</p> <p>Cllr Chilver</p>
<p>7. Working Group Update on activities and recommendations: Finance</p> <p>i. To approve the payments listed in the cheque run for the month included as Appendix 1. The cheque run was approved, proposed by Cllr Mahon seconded by Cllr Barrett, all other Cllr’s present agreed.</p> <p>ii. Monthly reconciliation will be signed off in person - using correct SD procedures. Clerk to arrange with Vice Chair.</p> <p>iii. Precept pre-meeting – set date for zoom mtg to discuss. Council agreed to Monday 14 December at 7pm via Zoom, it was noted the precept must be submitted by 31/01/2021, final figures to be agreed in the January 2021 PC mtg</p> <p>iv. Banking Cllr mandate update. Cllr Mahon updated re banking mandate delay, contacted BALC for advice, full Council agreement would allow an ex-councillor who is still a signatory until the mandate goes through, whilst under a current Cllr Mahon monitoring, proposed by Cllr Mahon, seconded by Cllr Barrett, Cllr Hodges confirmed with ex-Chair who was present at the meeting Paul Firth that is he happy to help, he agreed – all councillors present agreed. It was noted the Clerk sets up payments. Paul Firth was thanked by Council. Mandate is currently with Barclays Business Account team. Clerk will notify Council of any updates. Will also notify Maverick re their payment dates.</p> <p>Recreation Ground</p> <p>i. Report from Recreation Ground team After losing Cllr Hammond, no lead on Rec Ground team yet. Cllr Mahon discussed delaying MUGA, Council agreed to email M Carter to delay project until the New Year.</p> <p>ii. Florence Nightingale memorial bench – Cllr Weingart. Cllr Hodges will chase</p> <p>Village Hall, Library & Cottage Report from the Village Hall/Library team</p>	<p>Clerk</p> <p>Cllr Hodges</p>

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<p>Cllr Mahon updated village hall and library will be re-opening from 02/12/2020 Caretaker all ready and additional sanitising measures are still in place. Cllr Hodges updated that Critchley will do outside repairs asap after lockdown 2 lifts. i. Kitchen Brief for wear and tear repair (precept funds) and Kitchen design brief (S106 funds) Cllr Barrett updated from working group meetings held twice to discuss moving forward. S106 monies should be used as soon as possible Part one – external building works as discussed by Cllr Hodges Part two repair fabric of kitchen Part three – is the S106 spend on furnishing the kitchen. In absence of a current specification, we discussed Ask contractor to build a spec – then discussed getting a kitchen specialist to come up with a design – potentially giving specifications of items wanted to be used. To meet at kitchen with thoughts of kitchen design, in the January meeting to include a specification for discussion and agreement to then give the three potential contractors.</p> <p>d. Communications</p> <p>i. Social Media update</p> <p>Cllr Cherry updated re the two social media meetings held and a Facebook page – as yet unpublished, we want to write a social media/communications strategy/policy, want to launch a Facebook page for information only, no comments, but it can pass on adverts/posters / information, part of broader social media strategy, don't want a closed forum, make website material more available to social media users. Small steps. But due to the importance of getting Government Covid updates out it was considered important. It would only be a summary of information on the SCPC website. Not intended that we have a closed system long term, but need to see how much moderation/ input it requires and how many Cllrs should be involved. Develop a policy in next few months. Moderated by Councillors. Led by Cllr Cherry and Cllr Mahon, Cllr Barrett also in WhatsApp group for Council quorum agreement when required. Proposal for a fixed Facebook information page – Proposed by Cllr Barrett, seconded by Cllr Cherry, all Councillors present agreed.</p>	<p>Cllr Barrett/All Council</p> <p>Cllr Cherry /Mahon / Barrett</p>
<p>8. Speeding in the Village – signage/traffic management Cllr Hodges noted in had been discussed in public participation. Parishioner 2 has sent a presentation to Council, Cllr Hodges screen shared it with those present, as agreed by Clerk with parishioner 2 the summary is included under Appendix 2 It was noted that traffic signs lose their efficacy after 1 week – therefore rotating signage is best. Cllr Barrett thanked parishioner 2 for all of his help and congratulated him on an excellent piece of work and data. Suggested Council talk to parishioner 2 again in a specialised zoom meeting to take this forward. Cllr Hodges agreed and also thanked parishioner 2. Clerk noted Council had been made aware of the Edgcott 20 is plenty scheme and that the School had noted that they would be happy to be involved with this to reduce speeding along Meadoway. School offered year 6 pupils to produce artwork if required.</p>	<p>Cllr Barrett/ Cllr Hodges/ All</p>
<p>9. Streetlights The difficult wooden poles require a plate to be affixed, Cllr Barrett/ Caretaker and Clerk to continue on this project. 30/40 out of 155 left to do.</p>	<p>Clerk/Cllr Barrett/Caretaker</p>
<p>10. Planning:</p>	

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<p>20/03857/APP Thistledown West Street Steeple Claydon Buckinghamshire MK18 2NS Demolition and replacement of existing garage building with home office in roof space, demolition of conservatory and erection of rear single storey extension (amendment to approval 20/02845/APP DATE COMMENTS REQUESTED BY:- 11 December 2020 Cllr Hodges proposed we support the application, seconded by Cllr Mahon, all Councillors present agreed.</p>	<p>Clerk</p>
<p>20/03882/APP Rosedene North End Road Steeple Claydon Buckinghamshire MK18 2PG Replacement roof with first floor accommodation and single storey front extension DATE COMMENTS REQUESTED BY:- 14 December 2020 Cllr Hodges proposed no objection the application, seconded by Cllr Wood, all Councillors present agreed.</p>	<p>Clerk</p>
<p>11. £1m mitigation fund under the HS2 legislation. Cllr Mahon updated those present with the zoom mtg he attended last Wednesday with the 4 parishes involved with Cllr Greg Smith led by Cllr Phil Gaskin from Calvert Green PC. Cllr Smith has promised to get the group a meeting with the Transport select committee on 16/12. Made it clear in the meeting that the 4 PCs didn't want the money just to do HS2 mitigation works that HS2 should be doing and want to extend restrictions on how it can be spent. Cllr Mahon noted the four Parishes working together have achieved things a single PC could not. Cllr Chilver agreed wishes PC can use as they wish should be used; HS2 should widen the criteria, being restrictive – i.e., traffic calming, which is required asap. Noted the IMD is still several years away as design still undecided. Cllr Mahon, Cllr Chilver and Cllr Macpherson will continue working on this and will update.</p>	<p>Cllr Mahon</p>
<p>12. HS2 / E-W Rail / E-W Expressway - Any updates. Cllr Mahon noted he, and the 4 parish councils, Cllr Chilver and Cllr Macpherson are continually working on this. EWR currently not being good neighbours, with traffic diversions, closures of roads – BC trying to increase the staff that deal with these issues. Senior minister has been invited to visit the local area – Greg Smith and Steven Harris, via the EWR and sub group meetings. Cllr Mahon proposed putting presentation on the SCPC website/Facebook – seconded by Cllr Barrett as long as it has an introductory paragraph, Cllr Mahon agreed to write a summary, all Councillors present agreed.</p>	<p>Cllr Mahon</p>
<p>13. Future agenda items are invited by all Councillors to be sent to Clerk ahead of preparing Agenda. Cllr Hodges thanked ex-Cllr Hammond for all his hard work, wanted the PC's sincere gratitude noted, particularly his work on the Recreation Ground and it is a sad loss to the Village. Cllr Cherry has spoken to Cllr Weingart who will write a note of thanks in Claydon magazine to ex councillors Mrs T Smith and Mr P Hammond by the magazine deadline of 10th of the month. Cllr Barrett – to discuss/overhaul SCPC policies and procedures (Council agreed for Feb mtg). Clerk - Review working group teams (Council agreed for Feb mtg)</p>	

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<p>Cllr Barrett – a financial review of performance and look at reserves/pots/ precept exercise. Virtual pots to be discussed at the arranged pre-precept zoom meeting.</p> <p>The next parish council meeting will be held on Tuesday 05 January 2021 at 7.30pm.</p> <p>To join the meeting open Zoom in a web browser or application and put in the meeting ID and password from SCPC website.</p> <p>The meeting will open from 7:15 and will start at 7:30 prompt. If you need any help or further information regarding accessing the meeting please contact the clerk, Hannah Holmes, clerk@steepleclaydonparishcouncil.gov.uk Clerk phone – 01296 534698. Website www.e-voice.org.uk/steepleclaydonpc/</p> <p>The meeting was closed by Cllr Hodges at 20.42</p>	
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Signed.....

Date.....

Appendix 1

Payee	Details	Cllr Initial	Chq Cleared	Category	Net Value	VAT Paid	Gross
Hannah Holmes	Wages		BACS	Gen Admin & Wages	£		£
Terry Levitt	Wages		BACS	Gen Admin & Wages	£		£
Pat Serle	Wages		BACS	Gen Admin & Wages	£		£
Pat Serle	expenses - books		BACS	Library	£32.00		£32.00
Steeple Claydon Primary School	Donation under S137playhouse / giant balance scales / corner unit / outdoor storage& seating		BACS	Fireworks S137	£1,454.83		£1,454.83
OakPark	Replacement fire extinguishers		BACS	Hall	£130.00	£26.00	£156.00

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	and disposal of old ones.						
Wave	water and waste Hall / Library 12 Aug 20 - 11 Nov 20		D/D	Library	£31.22		£31.22
Wave	waste / water Pavilion		D/D	Rec Ground & Pavilion	£4.02		£4.02
Eon	Elec to Library / Hall		D/D	Hall	£96.70	4.84	£101.54
Eon	Elec to Clock		BACS	Clock Tower & Childrens Corner	£8.08	0.4	£8.48
Eon	Elec to streetlights Nov 20		D/D	Street Lights Rec Ground & Pavilion	£795.05	159.01	£954.06
Eon	Elec to Pavilion		D/D		£36.87	1.84	£38.71
Bucks Council	Bins rental and empty Oct 20		BACS	Bins	£73.80		£73.80
HMRC	PAYE		Chq 475	Misc	£517.61		£517.61
Eon	Repair S/L St Michaels Way		BACS	Street Lights	£23.47	£4.69	£28.16
					£5,893.36	£196.78	£6,090.14

Appendix 2

Summary

This is a summary report on the vehicles entering Steeple Claydon via the four main entrance roads over the period August 2018 to October 2020: Buckingham Road, Queen Catherine Road, Addison Road, and West Street.

The gathering of data should be an important foundation for any informed discussion about road safety and traffic calming proposals.

This report is just this first step in the process of developing a more comprehensive traffic control strategy.

The four MVAS measurement points clearly show that there is widespread vehicle speeding defined as speed above the indicated 30 MPH for the built up areas of Steeple Claydon.

The level of worst speeding in order are Buckingham Road, Addison Road, West Street and Queen Catherine Road with respective percentages of speeders of 65, 56, 35 and 11% of all vehicles and 85 percentile speeds of 38.3, 37.8, 33.9, and 29.4 MPH respectively.

The volume of vehicles on the four entrance roads show similar patterns with highest volume on working days followed closely followed by Saturdays and about half the volumes on Sundays. For all roads except Queen Catherine Road the peak traffic volume times are 8 AM and 6 PM.

Queen Catherine Road has peak at 11 AM and 6 PM. This is probably explained by the fact that incoming traffic from that hinterland direction is not a through Steeple Claydon commuter route to employment elsewhere like Aylesbury, direction Bicester, or Buckingham.

The busiest roads in order of traffic volume are Buckingham Road, Addison Road, West Street, and least busy is Queen Catherine Road.

It has frequently been reported that there is also speeding at Vicarage Lane, Meadoway and North End Road. No factual data, however, are available.

A map of Steeple Claydon is presented with some options for traffic calming interventions. These options are just first thoughts and have not been tested yet for an evidence base, nor for cost- effectiveness. No consultation with BCC or the public has taken place yet.

With two major housing developments at Buckingham Road and Addison Road and two major railway projects ongoing in and around Steeple Claydon it seems obvious that this opportunity needs to be used to ensure that road safety in Steeple Claydon is not deteriorating but instead mitigated as much as possible. It appears that in the planning applications for the housing development the road carrying capacity has been assessed but not much attention has been given to the overall road safety of Steeple Claydon.

The incidence of road traffic accidents and fatal deaths has been looked at and is readily available from BCC and Thames Valley Police. As the number of casualties and serious injuries are important criteria for TVP and BC it is unlikely that much road safety will be prioritized. However, safety perception of the community is also a criteria and speeding evidence is available from the MVAS data.