

<p>Present: Cllr Joseph Hodges (in the Chair.) Cllr Frank Mahon, Cllr Marie Cherry, Cllr John Mitchell.</p> <p>In attendance: Hannah Holmes – Parish Clerk and 10 members of the public. Livestreaming set up. The meeting was opened by Cllr Hodges at 19.30</p> <p>The Steeple Claydon Parish Council meeting was held in person at the Village Hall on Tuesday May 18th, admission from 7.15pm onwards for a 7.30pm start. Members of the public are welcome to come along to see what the council is doing. There is a public participation session at the start of the meeting when the public are able to comment or ask the council questions about their activities. The agenda is published on the website on the Thursday before the meeting.</p> <p><u>COVID GUIDANCE</u> We are meeting at the Village Hall for the first time since the Covid restrictions have been in place. Normal social distancing rules apply to the public and Council, though Cllrs are permitted to remove their masks, Steeple Claydon Parish Council have decided it would be prudent for all Cllrs to submit a lateral flow test on the day of the meeting, Clerk and parishioners to wear a mask unless medically exempt, everyone will need to sign in or check in with the NHS app. We are limited to a maximum of 30 people in the Village Hall and entry will be on a first come first seated basis.</p> <p><u>REMOTE VIEWING</u> If you do not wish to attend in person you can view the proceedings via our new Steeple Claydon Parish Council YouTube channel, the livestream link to May's meeting is https://youtu.be/OA7tEYea87U there will be no commenting available on this livestream in line with government guidance</p> <p><u>QUESTIONS FOR PARISH COUNCIL</u> All questions from parishioners will need to be submitted to the Clerk before the meeting - cut off midday of the day of the meeting, details below. If you need any help or information from your PC, please contact the parish clerk. Hannah Holmes clerk@steepleclaydonparishcouncil.gov.uk www.steepleclaydonparishcouncil.gov.uk Tel. 01296 534698. Office hours – Monday-Friday</p>	
<p>1. To Elect a new Chair - Cllr Cherry nominated Cllr Mahon, seconded by Cllr Mitchell. Cllr Mahon accepted the position.</p>	
<p>2. To elect a new Vice Chair/s- Vice Chair - Cllr Mahon nominated Cllr Cherry, seconded by Cllr Mitchell. Cllr Cherry accepted the position Second Vice Chair - Cllr Mitchell was nominated by Cllr Mahon, seconded by Cllr Cherry. Cllr Mitchell accepted the position</p>	
<p>3. To Co-Opt new Councillors - SCPC welcome Cllr Rowan Bullivant, Cllr Stephen Le Tissier, Cllr Derri Cobourne – completed PIF and Acceptance of Office signed and witnessed by Clerk</p>	
<p>4. Apologies Clerk received Cllr Ivo Haest apologies</p>	
<p>5. Declarations of interest Cllr Cherry – reimbursement on finance run</p>	

<p>Cllr Cherry will be abstaining from PA – 1 Rookery Way</p>	
<p>6. Minutes & Matters Arising The 06 April 2021 Minutes circulated to public and Cllr's via website and email. Cllr Cherry 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.</p>	<p>Clerk</p>
<p>7. Chairman's Comments: Thanked Cllr Joseph Hodges for 8.5 years of magnificent service to SCPC and having spoken to him, we hope he may return in the future.</p>	
<p>8. To review, update and sign off;</p> <p>i. Standing Orders</p> <p>ii. Financial Regulations</p> <p>iii. Code of Conduct</p> <p>Council agreed these will be gone through in detail in a zoom mtg with Cllr's in the next two weeks.</p>	
<p>9. Public participation - Opened at 19.42</p> <p>P1 – litter picking – Council noted Kier homes have offered x16 litter pickers / high viz jackets. P1 keen to arrange a day with villagers to help tidy up. P1 – asked if she was correct in thinking that there should be no HS2 lorries between here and Padbury – but thinks she has seen signs turned upside down in cabs – Cllr Mahon noted that EWR/HS2 contractors work for both sites/depots - he is continuing to work with EWR's Mick Walsh on this problem. Cllr Mitchell noted we also share the same frustrations, we as a PC try to notify parishioners as to whom they should complain to.</p> <p>P2 – controlling traffic EWR/HS2 using Vicarage Lane – Cllr Cherry encouraged P2 to complain to EWR/HS2 - Cllr Mahon noted it could also be a HGV from one of the three building sites in SC. Cllr Mahon discussed he has a speed sensitive camera coming from HS2/EWR - PC to decide where initially installed – but it is movable. West Street, Buckingham Road, Addison Road, Vicarage Lane are all badly affected.</p> <p>P3 – will PC work with volunteers on projects – Cllr Mahon explained working groups and reiterated that volunteers are always welcome on our various projects.</p> <p>P4 – noted a microphone may be required for livestreaming as feedback was that the sound quality was poor. Cllr Cherry will investigate this with P4 for June 01 mtg.</p> <p>P5 – rec ground update – P5 has made an application for car park at rec ground to be surfaced. Discussed possible total enhancement of car park, container – shield with cladding?/fence it off? Upgraded gate?/security system?/lighting? - could be done in conjunction with upgrading of sports pavilion. Do we want to continue to have gate locked?– it is not being utilised. P5 happy to work with rec ground new team once it has been agreed between Council.</p>	<p>Clerk</p> <p>Cllr Cherry</p>

Public participation was closed at 20.02	
10. Working Group Update on activities and recommendations:	
Finance	
<p>i. To approve the payments listed in the cheque run for the month included as Appendix 1.</p> <p>The cheque run was approved, proposed by Cllr Mahon seconded by Cllr Mitchell , all other Cllr's present agreed.</p> <p>Cllr Cherry will process BACS payments.</p>	Cllr Cherry
Recreation Ground	
<p>i. Report from Recreation Ground team</p> <p>Cllr Mahon noted grateful thanks to PF for carpark help – move forward to MUGA/outdoor gym project – please look at Charndon new area and pathways – Michael Carter has been retained by Council – PC to contact MC to start tender process for MUGA. - zoom mtg for half hour to introduce him to Council.</p>	Clerk
<p>ii. Accessible pathway in Recreation ground to play corner – Cllr Mahon</p> <p>This will be discussed with Michael Carter and Charndon PC for prices etc</p>	Clerk
<p>iii. Pavilion CCTV 3x like for like quotes received, contract to be awarded by Council</p> <p>Cllrs requested to see CCTV details with no financial amounts connected.</p>	
Village Hall, Library & Cottage	
<p>i. Report from Village Hall team</p> <p>Cllr Cherry noted the hall is back in use. Rebuilt two pc's library with office 365 and windows 10</p> <p>Cllr Mitchell noted the block paving has been repaired by library wall/entrance</p>	Cllr Mitchell
<p>ii. Kitchen Brief for wear and tear repair (precept funds) and Kitchen design brief to be written and approved (S106 funds)</p> <p>External works to be sorted asap.</p>	Cllr Le Tissier
<p>Cllr Mitchell to take this forward. Get clarification on who it was awarded to – how much and when work will start. Go back out for quotation on a like for like basis – same three contractors as before and make a decision.</p>	Cllr Mahon
<p>iii. Flooded cellar – Cllr Mitchell</p> <p>Cllr Mitchell – confirmed the cellar is flooded in 4 foot of water</p>	Cllr Mitchell

<p>Damp elsewhere - I.e. RHS of main chimney</p> <p>Cllr Weingart assures him that as this area is peppered with old wells and springs – to ask builders when they come for – Cllr Le Tissier to investigate – potentially may need a surveyor in.</p> <p>iv. Roof update – Cllr Mahon</p> <p>Cllr Mahon proposed Joe Baughan to do a roof report – Council happy to pay if required. Seconded by Cllr Cherry all other Cllrs present agreed. It was RESOLVED</p> <p>v. Add CCTV at village hall to capture HS2 & EWR lorries using wrong routes</p> <p>Cllr Le Tissier suggested we ask EWR for evidence of their monitoring. PF noted an organisation representing this village – PF happy to establish a group that could be a local contact point. Cllr Mahon would like to see a first report from EWR within next few weeks. LP noted can we ask EWR to put a person on Vicarage Road to monitor.</p> <p>vi. Exterior Kitchen works update</p> <p>Cllr Mitchell is taking this forward from work done previously by Cllr Weingart.</p> <p>d. Vicarage Orchard</p> <p>i. Update- Cllr Cherry</p> <p>A kept nature reserve. It’s doing well, volunteers are encouraged and monthly updates via the facebook page for Vicarage Orchard.</p> <p>e. Communications</p> <p>i. Social Media update – Cllr Cherry</p> <p>Facebook is still active to advertise road closures and the new live streaming facility for the SCPC mtg.</p>	
<p>11. Covid Memorial Tree – Cllr Cherry</p> <p>Cllr Cherry proposed to buy a tree and a plaque seconded by Cllr Le Tissier and all Cllrs present agreed. It was RESOLVED.</p>	<p>Cllr Cherry / Clerk</p>
<p>12. Planning:</p> <p>21/01515/APP - 1 Rookery Way Steeple Claydon Buckinghamshire MK18 2QT Part single and part two storey rear extension and new porch : DATE COMMENTS REQUESTED BY:- 26 May 2021</p> <p>Cllr Cherry abstained</p> <p>Clerk read out Cllr Haest’s submitted comments.</p> <p>SCPC recommend under no circumstances are any trees removed during nesting season.</p> <p>TPO on neighbouring property.</p>	<p>Clerk - done</p> <p>Clerk - done</p>

<p>Cllr Mitchell proposed no objection/neutral with comment, seconded by Cllr Bullivant, all other Cllrs present agreed.</p> <p>21/01174/ALB - Tudor Cottage 18 North End Road Steeple Claydon Buckinghamshire MK18 2PG Rear single story extension (with mezzanine) to an existing outbuilding : DATE COMMENTS REQUESTED BY:- 5 May 2021 extension granted until 19 May 21</p> <p>21/01173/APP - Tudor Cottage 18 North End Road Steeple Claydon Buckinghamshire MK18 2PG Rear single storey extension (with mezzanine) to an existing outbuilding CASE OFFICER: CONTACT NO: DATE COMMENTS REQUESTED BY:- 5 May 2021 extension granted until 19 May 21</p> <p>Clerk read out Cllr Haest submitted comments.</p> <p>Cllr Mitchell noted the heritage comments about materials listed.</p> <p>Cllr Mahon proposed we object on the grounds that heritage don't approve of the materials specified - bit should be in keeping with the building. Seconded by Cllr Bullivant, all other cllrs present agreed.</p>	<p>Clerk - done</p>
<p>13. £1m mitigation fund under the HS2 legislation. Any updates – Cllr Mahon</p> <p>Cllr Mahon noted 4 different designers for IMD, but no further on in knowing what the IMD will actually look like yet.</p> <p>Engage with the village when we know what we are actually mitigating against. In an aim to improve life going forwards for future generations.</p> <p>Consider maintaining the village hall. Low energy heating/insulating/solar panels.</p>	
<p>14. HS2 / E-W Rail / E-W Expressway. Any Updates – Cllr Mahon</p> <p>Can now remove EWExpressway as now confirmed as cancelled.</p> <p>HS2 as discussed previously. Cllr Mahon determined to hold them to account.</p> <p>He noted EWR have been better in communicating and responding to issues raised.</p>	
<p>15. Spinney on Buckingham Road. Any update</p> <p>HS2 wanted to take whole spinney, EWR have trimmed the corners but they state they will be re-instated at the end of the works.</p>	

<p>Cllr Mahon & EWR Mick Walsh witnessed drivers using the road incorrectly. Additional road signage and road marking have been agreed by M Walsh & Cllr Mahon on Monday 17 May.</p>	
<p>16. Annual Parish Meeting</p> <p>Clerk checked with BALC and they have advised that we should delay until after June 21 Government release date.</p> <p>Council agreed to put it on June agenda to then choose a date.</p>	<p>Clerk</p>
<p>17. Future agenda items are invited by all Councillors to be sent to Clerk ahead of preparing Agenda.</p> <p>Cllr Cherry proposed that Council get Clerk a laserjet printer to save on ink costs – Cllr Cherry to look at prices</p>	<p>Clerk</p>
<p>The next Parish Council meeting will be held on Tuesday 01 June 2021 at 7.30pm.</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 phone – 01296 534698. Website www.e-voice.org.uk/steepleclaydonpc/ Email –Clerk@steepleclaydonparishcouncil.gov.uk</p> <p>The meeting was closed by Cllr Mahon at 21.07</p>	

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 -2 boxes of a4 labels	BACS		Library	£15.16		15.16

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Terry Levitt	expenses - 65 x basket plants / compost x6	BACS		Hall	£120.85		£120.85
Marie Cherry	expenses - webcam/windows 10/ hard drive/ office 365/headset/library PC upgrade	BACS		Misc	£315.99		£315.99
HMRC	PAYE	chq		Gen Admin & Wages	£527.85		£527.85
Golding & Son Electrical	replace immersion heater switch kitchen/hall	BACS		Hall	£95.70		£95.70
Bunting & Co	PAYE services quarter ended 31 March 21	BACS		Misc	£207.00	£41.40	£248.40
Bucks Council	Bins empty/rental April 21	BACS		Bins	£54.80		£54.80
Janus Safety Solutions	goods/services - PAT testing	BACS		Hall	£108.00		£108.00
Sasse	Bin liners	BACS		Hall	£51.66	£10.33	£61.99
Quest		BACS			£4.49		£4.49
David Griffiths	Rec Ground maintenance - April	BACS		Rec Ground & Pavilion	£520.00		£520.00
David Griffiths	Rec Ground Maintenance - March	BACS		Rec Ground & Pavilion	£600.00		£600.00
British Gas	Village Hall - 01 Jan - 30 Jan 21	DD		Hall	£430.37	£86.07	£516.44
British Gas	Village Hall - 02 March - 01 April	DD		Hall	£389.72	£77.94	£467.66
Dunns Windows & Gutters	Rafters/ windows cleaned	BACS		Hall	£120.00		£120.00

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C Webb services	reinstatement of block paving / gutter repair	BACS		Hall	£300.00		£300.00
HSMK	supply / fit outside new tap	BACS		Hall	£50.00	£10.00	£60.00
E-on	SL maintenance for quarter ending 31 March 21	BACS		Street Lights	£457.14	£91.43	£548.57
E-on	Sports pav elec March 21	DD		Rec Ground & Pavilion	£20.78	£1.04	£21.82
E-on	Clock tower - power April	BACS		Clock Tower & Childrens Corner	£8.59	£0.43	£9.02
E-on	SL elec April 21	DD		Street Lights	£795.68	£159.01	£954.06
E-on	SL elec May 21	DD		Street Lights	£767.59	£153.52	£921.11
Village Networks	wifi for hall	DD		Hall	£25.00	£5.00	£30.00
Village Networks	wifi for pav	DD		Rec Ground & Pavilion	£25.00	£5.00	£30.00
Start Traffic	post clips for 20 is plenty signs	debit card		Misc	£16.40	£3.28	£19.68
Zoom	monthly fee for zoom	debit card		Misc	£14.39		£14.39
Security safety products	20 is plenty signs	debit card		Misc	£174.60		£174.60
Oakpark	Maintenance fire alarm/ lighting/ extinguishers/ Hall & Pav	BACS		Hall	£662.00	£132.40	£794.40
Nest	pensions	DD		Gen Admin & Wages	£51.91		£51.91
Debit card -	used for expenses as above	BACS		Misc	£500.00		£500.00

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CASHPL US							
				totals	£10,154. 26	£776.8 5	£10,915. 32