

<p><b>Present:</b> Cllr Frank Mahon (in the Chair.) Vice Cllr Stephen Le Tissier, Cllr John Mitchell, Cllr Marie Cherry, Cllr Ivo Haest, Cllr Stephen Proffitt In attendance: Hannah Holmes – Parish Clerk and <b>05</b> members of the public. Livestreaming YouTube channel was on. Dictaphone also as backup. The meeting was opened by Cllr Mahon at <b>19.31</b></p> <p>The Steeple Claydon Parish Council meeting was held in person at the Village Hall on Tuesday 04 October 2022, 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 on the agenda items 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> Normal social distancing advice apply to the public and Council.</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, 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 <a href="http://www.steepleclaydonparishcouncil.gov.uk">www.steepleclaydonparishcouncil.gov.uk</a> Tel. 01296 534698. School hours – Monday-Friday</p>	
<p><b>1. Apologies</b></p> <p>To receive Councillors apologies and Council to approve reasons for absence Cllr Davies sends his apologies due to work, Council accepted his apologies</p>	
<p><b>2. Declarations of Interest</b></p> <p>To receive declarations of interest and dispensations in respect of matters contained in this agenda Cllr Le Tissier – NHW signs reimbursement</p>	
<p><b>3. Minutes</b></p> <p>To approve and sign the minutes of the meeting held on Tuesday 06 October 22</p> <p>Matters arising from the minutes</p>	

<p>Amends requested by Cllr yesterday have been added in – emailed around council and hard copies printed for meeting. Amends were approved.</p> <p>Minutes were Proposed as an accurate and true representation of the meeting by Cllr Proffitt, seconded by Cllr Mitchell, <b>agreed</b> by all Cllrs present and signed off by the Chair</p>	
<p><b>4. Chairman’s Comments</b></p> <p>A short brief this month, first of all very grateful to Twyford PC Calvert Green PC The Claydons PC, Rev Rickey and SCPC for writing strong letters to oppose the new boundary commissions proposal.</p> <p>Cllr Mahon, Roger Landel Chair of twyford PC and Phil Gaskin Chair of Calvert Green – all met with Alice from Buckingham Village Community board.</p> <p>We are proposing to set up a group to accept applications for a hardship fund in form of vouchers that stakeholders in community's (Doctors/Nurses/Priests/Members of the community) can refer people to BC to give out the vouchers – via the helping hands dept at BC – but it is a bit restricted as can currently only be used at Tesco's</p> <p>Want to have it up and running by November -</p> <p>Lack of transport for cash/coop / Twyford / Calvert green shop usage</p> <p>Cllr Mahon asked for backing of SCPC – as has already got approval from Twyford / Calvert Green – it will be run with volunteers – SC PC does not need to take any action – one PC to bank the funds – then x3 clerks will work together to administer what is going out.</p> <p>All Cllrs present <b>agreed</b> to the proposal</p>	
<p><b>5. Public Participation – Standing Orders are set aside to allow for public participation</b></p> <p><b>Public participation</b> - The meeting was closed and public participation was opened at <b>19.44</b></p> <p>P1 – regarding the white bridge – P1 reported the timings months ago and again BC said they would send query to EWR on 06/09 - P1 is very concerned about an accident happening there. Sensor for lights? Maybe to be fitted?</p> <p>Cllr Mahon has reported this bridge/traffic lights on numerous occasions as BC Cllr – had EWR Marshall out – they agreed it needs to be looked at – but it has not been sorted – has a CAHM mtg this Thursday and will raise it again as a dangerous situation</p> <p>Cllr Le Tissier put forward a counter view – that the Claydon Cycling Club say that the lights are fine for slow cyclists' consideration.</p> <p>Cllr Mahon to report to Clerk and let P1 know EWR reply.</p> <p>P1 – the current ‘warm welcome’ issue – regarding current fuel poverty – providing warm locations – somewhere to get tea/ not have to heat their houses.</p> <p>Buckingham food bank is being approached by current SC parishioners.</p> <p>Cllr Mitchell noted we have the Library available for a warm space, when it is open.</p> <p>Cllr Mahon noted that it has been raised, said that we as a PC will have to keep eye on local situations and see if we need to get involved further.</p> <p>Cllr Mahon informed the meeting that SCPC have now appointed a plumbing contractor to fix the hall heating and will be asking for a start date for works to be completed. Plumber appointment <b>agreed</b> by all Cllrs present.</p> <p>Cllr Mahon noted that if 40/50 people were in need, we would need to consider opening up the hall.</p>	<p>Cllr Mahon / Clerk (emailed reminder to FM 18/10)</p>

P1 – SCPC might need to apply for additional funding to ask for money/plan into precept to support this scheme

Cllr Mitchell noted that during the Covid period, that this village community spirit was as good as since the War – as well evidenced. Householders in the village – knocked on neighbours' doors to make sure that people were ok. Look out for your neighbours.

Cllr Haest asked P1/Council – how can we identify those in need. See how much need for it.

Cllr Mahon responded it would be via the previously mentioned stakeholders discussed in Chairmans comments - doctors/vicar/schools - who identify those in need. Get a rough idea. But the risk is people being too proud to ask. Be sensitive. See the response to Library – if it becomes very busy the PC could open Pavilion the Hall – but need to take it step by step.

Covid support network on Facebook – but we realise not all people are on-line.

Methodist church, not just the Church.

Cllr Le Tissier asked the Librarian how busy it is currently.

Librarian noted when it is open it has visitors, but not too many at the moment

P2.Does not live in SC but runs classes at the hall. Asked when the heating will be repaired.

Cllr Mahon replied that work will be done asap

Asked about the floor being unclean before their lessons on occasion.

Cllr Cherry replied that each user should leave it in the state it is found in.

A caretaker lives next door, and Council will ask hall users to respect the hall.

P2 discussed a time with glass on the floor. Discussed the claim for cut foot – Cllr Le Tissier asked if it was recorded in accident book – book to be checked periodically by caretaker in case it has been filled in. To be moved to cupboard in kitchen.

P2 discussed the front door locked at the bottom – calling Clerk out at weekends.

P2 discussed recent increased hall Costs – has had students here for 15 years – price increases – will affect P2 profit margins – some students might not be able to afford an increase.

Cllr Mitchell discussed that the hall is a village asset, a real gem, but costs the Council a loss every year with no profits made in current Council 9-year memory.

Costs of everything are escalating – prices have not been reviewed/increased by SCPC for years. As per Cllr Cherry's research on the subject. Quainton currently cost £23 per hr min of x3 hrs. The SCPC bench mark of regular users at £10 per hour is very good value – the lowest price in local area and the Claydon's.

VH Cllrs

If this is going to cause an issue, or cause hardship, contact the Clerk and you can apply for a reduced rate as a not-for-profit organisations can make an application to Council for a charity discount / one to one basis. Cllr Mahon said this will be continued outside of the meeting after email is received.

Public participation was closed at **20.01** and the Parish Council meeting was re-opened.

#### 6. Action Point List –

Cllr Mahon to sort out downloading the to do app

Cllr Mahon needs to download the to do app – Cllr Cherry to help

Clerk reminded Cllrs that the Cllrs need to mark their own jobs as complete any of the to do list jobs allocated to them once done. All PC meeting Cllr action points are added by Clerk.

#### 7. Working Groups Update on activities and recommendations:

<p><b>A. Finance</b></p>	
<p>a. To approve the payments listed in the finance run for the month</p>	
<p>Finance run list read out by Clerk. <b>Appendix 1</b></p>	
<p>Proposed by Cllr Cherry seconded by Cllr Proffitt</p>	<p>Cllr Mitchell</p>
<p>Cllr Mitchell to put September BACS payment through</p>	
<p>b. Set date for Precept planning meeting</p>	<p>Cllr Mitchell</p>
<p>Cllr Mitchell / Clerk / Nick Osgerby – to set a date in November</p>	
<p>Clerk has this week sent around the summary of spend for financial and calendar year to date ahead of precept and budget discussions to finance Cllrs.</p>	
<p><b>B. Recreation Ground</b></p>	
<p>a. Report from Recreation Ground team</p>	
<p>b. Drainage item – Cllr Le Tissier – no longer needed</p>	
<p>c. Pavilion repair update – Cllr Mahon</p>	
<p>Clerk asked to chase contractors re pavilion re-decorating – clerk done 06/10/22</p>	<p>Clerk</p>
<p>d. HS2 Trees request for Rec Ground</p>	
<p>Clerk gave update that Council will need to collect from High Wycombe and the trees will then need to be planted at the rec. Cherries and Limes</p>	<p>Clerk</p>
<p>e. Cricket – roller update</p>	
<p>No update</p>	
<p>f. Any other recreation ground issues – Cllr Le Tissier</p>	
<p>Cllr Le Tissier raised that we should look at trees annually – Clerk to ask Bicester trees to look at dead Cherry tree by the tractor shed - done 06/10/22 (they are on site 11/10) done</p>	<p>Clerk</p>
<p>Have asked Bicester Tree’s re annual tree checks 19/10/22</p>	
<p></p>	
<p></p>	
<p></p>	
<p><b>C. Village Hall, Library &amp; Cottage</b></p>	
<p>a. Report from Village Hall team</p>	
<p>b. Library matters –</p>	
<ul style="list-style-type: none"> <li>• Cllr Mitchell and Librarian gave an update, Crest completed, looks fantastic .</li> </ul>	
<ul style="list-style-type: none"> <li>• FN bench update – community board funding applied for £1,500.00 and FOSCL</li> </ul>	
<ul style="list-style-type: none"> <li>and Parish Council to pay £200+ as has been a price increase</li> </ul>	
<ul style="list-style-type: none"> <li>• Barometer update – been taken for repair by Dan of Claydon Clocks</li> </ul>	
<ul style="list-style-type: none"> <li>• Book display stand / -</li> </ul>	
<p>Any other business:</p>	<p>Librarian</p>
<p>Librarian to complete application form for BCCBF</p>	<p>VH Cllrs</p>
<p>Librarian spoke to George Singh of EWR who appeared keen to help.</p>	
<p>Librarian to ask and see if EWR could do bench groundwork/move noticeboard. PC</p>	
<p>happy to arrange groundwork if needed and discussed expected costs.</p>	<p>Cllr Proffitt</p>
<p>c. Boiler/water heaters update – Cllr Proffitt – Clerk to contact Tony Fishlock to</p>	<p>Clerk</p>
<p>confirm booking</p>	
<p>e. Christmas Tree – Cllr Cherry – Clerk emailed Joseph Hodges on 10/10</p>	
<p>f. Commissioning a portrait of HRH Elizabeth II – Cllr Cherry</p>	
<p>Local artist could do copy of QEII for £800.00</p>	
<p>Cllr decided against it, but noted a portrait of King Charles III will be needed</p>	
<p></p>	
<p></p>	
<p></p>	
<p><b>D. Vicarage Orchard</b></p>	

- a. Any updates - Cllr Davies  
    b. Wildlife cameras

No update for Council

**E. Communications**

- a. Any updates – Cllr Cherry

No update for Council

**F. Street Furniture**

- a. Any updates – Cllr Mitchell

Cllr Mitchell updated Council on the bench survey - Waiting on Scouts for map

Bins - list of replacements needed discussed.

Noticeboards were discussed, Cllr Mitchell has a list of boards and the pricelist was sent around previously – will do before Nov mtg

**G. Events**

- a. **Fireworks** – Saturday 05 November 2022

Any updates - Cllr Le Tissier

Magazine advert looks great well done to the Communications Cllrs.

Several changes to Fireworks for this year

- Theme changed last minute – Red, White, Blue focus on HRH's life
- Cost of Fireworks went up £280.00
- Display will have a date design in the display by series of lances
- Licensed Bar
- Toy collection point
- Ice cream van
- Sweet stall
- Fishing club BBQ
- Guy competition – sponsored by Karl Bakery
- Minutes of Fireworks meetings to be written up by Cllr Le Tissier
- Traffic wardens EWR – x200 cones – Cllr Mahon to ask
- NER parking & access – after last year car parking issue – x2 cars parked in the entrance way

Restrict access by both ends of NER – ask EWR if we can borrow some help Stewarding-Meadoway – sections will be coned off (Ice Cream van)

- Residents only signs – we will buy them fish & chips
- Apply for TEN – Cllr Mahon to do
- 37 years of SC Fireworks
- Need more Stewards/ Marshalls/Volunteers

Cllr Davies taking charge of bonfire

- Banner approved today and off to printers
- Lighting tower HS2 or EWR – FM to ask EWR
- Leaflets to be written by Cllr Le Tissier for advertising to NER and Meadoway
- Signs to block
- Next mtg 11 Oct at the Library

Cllr Mitchell

Cllr Le  
Tissier

Cllr Mahon

Cllr Le  
Tissier  
Cllr Mahon

Clerk

<ul style="list-style-type: none"> <li>• Big signs will go up on 08/10</li> </ul> <p>Cllr Mitchell will feature Fireworks in November magazine article.</p> <p>b. Next year's events Coronation – 06 May 23 – awaiting confirmation.</p> <p><b>H. HS2 / E-W Rail</b></p> <p>a. Any Updates – Cllr Mahon Cllr Mahon attending regular monthly mtg on Thursday with HS2 / EWR will update clerk on Friday</p> <p><b>I. Planning</b></p> <p>22/03222/APP - 16 Chaloners Hill Steeple Claydon Buckinghamshire MK18 2PE Householder application for two storey part single storey rear extension and single storey entrance and replacement render to entire house DATE COMMENTS REQUESTED BY:- 18 October 2022</p> <ul style="list-style-type: none"> <li>• Council discussed the PA, introduced by Cllr Haest, all Cllrs present <b>agreed to Oppose</b> as they did in April 22 due to potential privacy of neighbour being impacted, potential reduction of natural light impact / shadows.</li> </ul> <p>22/03292/APP - 18 Chaloners Hill Steeple Claydon Buckinghamshire MK18 2PE Householder application for demolition of garage, erection of part two storey side and part single storey side/rear extension and front porch. DATE COMMENTS REQUESTED BY:- 24 October 2022</p> <ul style="list-style-type: none"> <li>• Cllr Haest introduced the PA, Cllr Le Tissier proposed <b>No Objection</b> seconded by Cllr Mahon, all Cllrs present <b>agreed</b></li> </ul> <p>22/03309/APP - Land Off Sandhill Road Steeple Claydon Buckingham MK18 2EN Change of use of land to equine and building to horse shelter. Erection of 2no. stables to west and erection of 2no. stables with attached shelter to east (Retrospective) DATE COMMENTS REQUESTED BY:- 25 October 2022 (BC amended doc by adding 'equine' rec'd on day of mtg)</p> <ul style="list-style-type: none"> <li>• Cllr Haest introduced the PA, <b>No Objections</b> was proposed by Cllr Mahon, seconded by Cllr Cherry, all Cllrs present <b>agreed</b>.</li> </ul> <p>b. Tilia – non-reinstatement of hedgerow for 2 years – Cllr Le Tissier Add to November agenda</p>	<p>Cllr Mahon</p> <p>Clerk Done 06/10/22</p> <p>Clerk Done 06/10/22</p> <p>Clerk Done 06/10/22</p> <p>Clerk</p>
<p><b>8. Neighbourhood Watch</b> – Steeple Claydon NHW review by Andy Guest</p> <p>Andy Guest discussed the kissing gate at the recreation ground, would like to discuss further, get an anti-motorbike gate but one that will allow pedestrian / prams / wheelchair users access.</p> <p>The CCTV did not show a motorbike in the rec ground as it's thought they came in and went back out the main entrance gate by tractor shed, but didn't go past the shed.</p> <p>On Chaloners Hill a corrosive substance was thrown over a vehicle, causing approximately £2K of damage – SCNHW urge that all and any crimes must be reported, to help SCNHW push for a local PCSO.</p> <p>Meadoway – youngsters on footpaths on scooters -</p> <p>The MUGA NHW sign was stolen within a short time of it being put up.</p>	<p>Andy Guest / Clerk</p>

<p><b>9. Commission Boundary Consultation - Cllr Mahon</b> Cllr Mahon noted this issue had been discussed earlier in Chairmans comments.</p>	
<p><b>10. Road Safety Strategy – Any update – Cllr Haest/ Cllr Mahon</b> a. Addison Road and the Co-op area After Cllr Haest contacted Tilia – contractors cars have moved from parking past Co-Op as a new sign has been put up.</p>	
<p><b>11. Youth Council – Cllr Le Tissier / Cllr Haest / Cllr Mitchell</b> Cllr Mitchell has a document to circulate to Council – submitted by Geeta with Cllr feedback suggestion's</p>	Cllr Mitchell
<p><b>12. Future agenda Items</b>  Councillors are invited to propose items for November agenda.  Precept 2023 planning meeting date – Clerk/RFO/Finance Cllrs – Nick Osgerby to be invited</p>	Clerk
<p><b>13. Any Other Business and Future agenda items are invited by all Councillors to be sent to Clerk ahead of preparing the next Agenda.</b>  <ul style="list-style-type: none"> <li>NER car park update – possible free design Cllr Mahon has spoken to Paul Firth, awaiting George Singh EWR decision who has offered to design the car park for free.</li> </ul> Meeting was closed by Cllr Mahon at <b>20.55</b></p>	
<p><b>14. Confidential Items</b>  That under the Public Bodies (Admission to Meetings) Act 1980, the public and representatives of the press and broadcast media is excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted. <b>The meeting was closed by Cllr Mahon at 20.55</b></p>	
<p><b>The next Parish Council meeting will be held on Tuesday 01 November 2022 at 7.30pm.</b> 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 <a href="https://www.steepleclaydonparishcouncil.gov.uk/">https://www.steepleclaydonparishcouncil.gov.uk/</a> Email – Clerk@steepleclaydonparishcouncil.gov.uk</p>	

Signed.....

Date.....

**Appendix 1.  
October Finance Run**

Payee	Details	Payment Method	Cllr Initial	Category	Net	VAY	Gross
Hannah Holmes	Wages	BACS		Gen Admin	£		£

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				& Wages			
Terry Levitt	wages	BACS		Gen Admin & Wages	£		£
Pat Serle	wages	BACS		Gen Admin & Wages	£		£
Nick Osgerby	wages	BACS		Gen Admin & Wages	£		£
Pat Serle	expenses - book labels	BACS		Library	£27.07		£27.07
Hannah Holmes	expenses - condolence book	BACS		Misc	£24.99		£24.99
CLlr Le Tissier	3 x Neighbourhood Watch signs	chq		Misc	£6.57		£6.57
Village Networks	wifi - Village Hall / Library	DD		Library	£25.00	£5.00	£30.00
Village Networks	wifi - sports pavilion	DD		Rec Ground & Pavilion	£25.00	£5.00	£30.00
Spectrum Plastics	100 x new design Library Cards	BACS		Library	£130.00	£26.00	£156.00
HCI Data	hosts for SCPC online name	BACS		Misc	£85.00	£17.00	£102.00
E-on Next	elec pavilion 01 Aug - 31 Aug 22	DD		Rec Ground & Pavilion	£27.90	£1.40	£29.30
Barclays	account fee 15 Aug - 12 Sept 22	DD		Misc	£8.50		£8.50
N Power	elec to s/l 01 Aug - 31 Aug 22	DD		Street Lights	£1,415.46	£283.09	£1,698.55
British Gas	Gas to hall / library 31 July - 01 Sept 22	DD		Hall	£35.66	£1.78	£37.44
HMRC	PAYE - SEPT	on-line		Gen Admin & Wages	£666.41		£666.41
Checked Safe	lone worker app	DD		Misc	£4.00	£0.80	£4.80
Sylvie Signs	painting and gilding Library Crest	BACS		Library	£500.00		£500.00
Buckinghamshire Council	empty and rental for Sept 22	DD		Bins	£83.22		£83.22
Terry Levitt	expenses 3 x £10 a month fuel / pipe / wood / screws	BACS		Misc	£52.70		£52.70

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E-on Next	01 Aug - 31 Aug 22 - elec to Library/hall	DD		Hall	£82.3 8	£4.12	£86.50
E-on Next	01 Sept - 30 Sept 22 - elec to Clock tower/ CCTV	DD		Clock Tower & Children's Corner	£49.0 7	£2.45	£51.52
Village Networks	wifi to Hall / Library	DD		Hall	£25.0 0	£5.00	£30.00
Village Networks	wifi to Pavilion	DD		Rec Ground & Pavilion	£25.0 0	£5.00	£30.00
HMRC	PAYE - JULY	on-line		Gen Admin & Wages	£686. 67		£686.6 7
HMRC	PAYE - AUG	on-line		Gen Admin & Wages	£660. 21		£660.2 1
				TOTALS	£7,70 8.78	£356.6 4	£8,065. 42