

DRAFT MINUTES

CHEARSLEY PARISH COUNCIL

DRAFT MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 20TH NOVEMBER 2017 IN THE CRICKET CLUB AT 7.30PM

PRESENT

Councillors: Nic Brown (NB), John Lewis (JL), Martin Hearmon (MH), Julia Witcher (JW), John Howard (JH), Michael Hawkett

Parish Clerk: Helen Spurgeon

Responsible Finance Officer: Robert Parkes (RP)

Parishioners: There were no Parishioners

DECLARATIONS OF INTEREST

There were no interests declared.

PARISHIONERS QUESTION TIME

There were no questions.

1. APOLOGIES

Michael Edmonds (ME), Paul Bown (PAB)

2. APPROVAL OF OCTOBER 2017 MINUTES

Minutes were **agreed** as a true record and signed by Chairman, Nic Brown.

3. MATTERS ARISING FROM PREVIOUS MINUTES

- **Stockwell on Church Lane.** This is being cleared on 21st November. **ACTION: NB to ask Derek Allen to write a formal proposal of the work required** which can then be circulated to the PC. **ACTION: JH to look into the availability of grants in more detail**, particularly from a heritage angle. This work will need to be built into the budget for next year.
- **Hedge by the Cricket Club.** To be cut back by the Cricket Club next spring.
- **Mike Heybrook's footpath report.** Mike Heybrook's view is that the gates do not need replacing but the damage needs repairing.
- **Chearsley flag and PC logo.** **ACTION: JH to circulate the new PC logo.** The flag has been put on hold.
- **New dog bin at Stoney Furlong.** This has been installed.
- **Grit bins.** These are to be repaired by Bucks Landscapes and a new one to be located by Stoney Furlong. **ACTION: NB to chase.**
- **Bus shelter works.** The windows are awaiting installation.
- **Grove Farm.** **ACTION: MH to co-ordinate a response to AVDC regarding the bad smell.**
- **War Memorial repair and conservation.** The Church had no further information regarding the ownership of the war memorial. **ACTION: JL to produce requirement**

statement for contractors to quote against. Advice from other parishes, such as Shabbington and Thame, who have completed similar projects needs to be sought.

- **2018/19 budget setting meeting** has been arranged for 28th November.
- **VALP**. This was voted to go through at the district council meeting.
- **PC Governance**. Financial Guidelines have now been approved by the PC. **ACTION: RP to produce Risk Assessment document.**
- **Church Lane parking bays**. To be discussed at the budget setting meeting.
- **Chearsley map**. With thanks to the WI, the map has now been updated.

4. PLANNING

- **17/03808/APP – Woodbine Cottage, Church Lane, Chearsley HP18 0DH**
ACTION: Clerk to submit no objections to AVDC.
- **17/04009/APP – Farthings Cottage, Watts Green, Chearsley HP18 0DD**
ACTION: Clerk to submit no objections to AVDC.

5. CORRESPONDENCE

There was no correspondence outside the Agenda items.

6. CONTRIBUTIONS FROM AVDC AND BCC COUNCILLORS

Mike Hawkett informed the meeting that the proposed Wainwrights development in Long Crendon would be going to planning committee.

7. FINANCE

- The monthly finance report has been circulated to Councillors.
- Orders for Payment
 - South Bucks Tree Surgeons, as authorised at the October meeting.
 - Premier Windows £132.43 for work to the bus shelters.
 - Parish mowing £1360
 - BALC membership renewal £67
- It was agreed to appoint Jacqui Porteous as the Internal Auditor for next year.

8. REPORTS FROM COUNCILLORS ATTENDING MEETINGS AND OUTSIDE ORGANISATIONS

There were none.

9. DEVOLUTION OF GRASS CUTTING

To be discussed at the next meeting.

10. TREES

Councillors agreed to proceed with the tree work around the village as quoted for by 4 Seasons. A discussion took place regarding a tree on School Lane opposite Old House. The residents of Old House are having issues getting the property insured because of the size and fragility of the tree. Councillors agreed to get a professional view on the condition of the tree, remove the ivy from the tree but to leave the scrub.

ACTION: ME to identify on a map trees the Parish Council are responsible for.

11. TRAFFIC CALMING – PROGRAMME OF WORKS

The estimated budget for phase 1 is £20,000 including approximately £5,000 of LAF funding. Phase 1 includes work to the village gateways with new village signs and dragons' teeth to make it clear that you are entering a village. The white lines and studs in the middle of the main road within the village will be removed. Redundant signage will be removed and some more traditional 'Fingerposts' will be used. Phase 2 will be discussed at the budget setting meeting.

12. MADGES FARM DEVELOPMENT – TRAFFIC MANAGEMENT SCHEME

It came to the attention of the PC that the construction plans for the development at Madges Farm in Long Crendon included a Traffic Management Plan redirecting deliveries to the site from the A418 through Chearsley rather than Long Crendon. Chearsley PC were not consulted about this. Following correspondence with AVDC and BCC, deliveries will now go via the A418 and B4011. **ACTION: JH to contact Long Crendon PC to have an informal discussion.**

13. LAF FUNDING APPLICATIONS

This year's LAF funding is still to be claimed. It will be taken off the total bill from BCC. The PC are still awaiting the bill for the feasibility study.

14. DEFIBRILLATOR

JL spoke to Cuddington PC; they used the British Heart Foundation who funded their defibrillator several years ago. Thame and Haddenham both used Well Medical at a fair price and have a lockable cabinet. Cuddington do not have a locking cabinet as they feel it is easier without a code and the area is safe. JL recommends a lockable cabinet with the code on the front, then the cabinet can be locked if there is any trouble. The price is £1639 including VAT which can be reclaimed. The PC has funds set aside of £1400 to pay for the unit and will fund the installation. **ACTION: NB to check with Cuddington the insurance for an unlocked cabinet.** Councillors agreed to purchase and install the defibrillator then organise training for first responders.

15. PARISHIONERS QUESTION TIME

There were no questions.

16. ITEMS FOR INFORMATION

- **Bus Stop.** **ACTION: JH to look at the installation of a noticeboard inside the bus shelter to display children's art work.**
- **Xmas tree.** New lights have been purchased. The tree will arrive the last week in November with the official lighting up on 8th December at 6.45pm.
- **Shed break-ins.** There have been a number of shed break-ins in the village.

17. DATE AND TIME OF NEXT MEETING

- Councillors suggested that it may not be necessary to have a December meeting. There is a budget setting meeting on 28th November. The results of this will be circulated and Councillors can then decide if a meeting is needed on 11th December to ratify the budget.