

# CHEARSLEY PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 15th APRIL 2019 IN THE VILLAGE HALL AT  
7.30PM

## PRESENT

Councillors: Nic Brown (**NB**), John Lewis (**JL**), Paul Bown (**PAB**), John Howard (**JH**),  
Martin Hearmon (**MH**)

Parish Clerk: Helen Spurgeon

Parishioners: There was 1 Parishioner

## PARISHIONERS QUESTION TIME

There were no questions.

### **1. APOLOGIES**

Robert Parkes (**RP**), Julia Witcher (**JW**)

### **2. DECLARATIONS OF INTEREST**

There were no interests declared.

### **3. APPROVAL OF FEBRUARY 2019 MINUTES**

Minutes were **agreed** as a true record and signed by **NB**.

### **4. MATTERS ARISING FROM PREVIOUS MINUTES**

- **Church Lane lime trees.** **ACTION: PAB to draft a letter for the Heybrook family to sign, if they are in agreement, confirming that they accept responsibility for all matters relating to these trees.** Three of the trees are on PC land, the others are on the Heybrooks land but were planted by the PC. A discussion took place about whether the trees should be treated as one group or split according to location. Councillors agreed to hold a site meeting on Friday 19th April at 2pm to look at the trees in question.
- **Tree matters.** At the February meeting, a discussion took place over whether the PC or the PCC are responsible for the 2 lime trees in the churchyard. Pruning is required and the work has been quoted at £170. The 2 lime trees either side of the gateway require lower branch removal and this had been quoted at £130. **ACTION: JW to discuss with the vicar. ACTION: NB to speak to Andy Yorke regarding the location of the new churchyard shed.**
- **Access to dog bin.** **NB** has arranged for Neil Warburton to bring forward the dog bin by a foot to make it more accessible, to install the new waste bin by the shop and to blast and varnish the benches on the Green.
- **Approved contractor list.** **ACTION: PAB to produce proposal for consideration.**
- **Driveway 'gravel spillage' in Shupps Lane.** Complaints have been received regarding the danger this presents to pedestrians and cyclists. **ACTION: NB to write to resident.**

- **Granite sets for the Green** – Quotations have been obtained. The best quote was from S.L.N. Aylesbury for £2600. It was agreed to go ahead with this quote.
- **Arriva 280 bus incident of 16<sup>th</sup> August.** This has not been taken any further as there has been more HGV damage and the traffic study of the horse chestnut tree island will probably bring about some changes to this area.

## 5. PLANNING

One new planning application was received after the publication of the Agenda.

**19/01384/APP Larkspur, Shupps Lane, Chearsley HP18 0DE.**

Roof extension.

A site visit will take place on Friday 19<sup>th</sup> April at 2.30pm.

## 6. CORRESPONDENCE

None.

## 7. CONTRIBUTIONS FROM AVDC AND BCC COUNCILLORS

There were none present.

## 8. FINANCE

- The monthly finance report and accounts 2018/19 have been circulated to councillors.
- Orders for Payment February:
  - £119.72 - Printerland, ink etc
  - £12.00 - Village hall, rental
  - £265 - H Spurgeon
  - £660.00 - Drainline, clearing of village drains
  - £583.14 - Broxap, fixing of bins
  - £49.99 - McAfee, IT security
- Orders for Payment March
  - £265 - H Spurgeon
  - £12.00 - Village Hall, rental
  - £391.76 - Sign Wizzard, 'A-Signboard'
  - £9.90 - H Spurgeon, mileage claim
  - £1068 - Antique Bronze, War memorial
- A VAT reclaim has been submitted to HMRC for £825.
- **Year-end.**
  - The PC accepted the Internal Audit report.
  - The PC reviewed and approved the AGAR and the annual accounts.
  - The PC approved the submission of the AGAR and supporting documents to the external auditors.
- Annual governance and accountability return 2018/19:  
Section 1 – Annual Governance Statement 2018/19. The PC were able to agree and tick 'Yes' to all of the statements. The PC accepted and approved the Annual Governance Statement.

Section 2 – Accounting Statements 2018/19. The PC accepted and approved the Accounting Statements.

Exercise of Public Rights: The Clerk confirmed that the appropriate Notice would be put up and that the dates would be 17<sup>th</sup> June 2019 to 26<sup>th</sup> July 2019 inclusive.

**9. REPORTS FROM COUNCILLORS ATTENDING MEETINGS AND OUTSIDE ORGANISATIONS**

**JH** and **MH** attended the TfB forum. The parish portal is excellent. **JH** will email Paul Irwin about HGV traffic.

The Clerk attended a meeting at AVDC on 25<sup>th</sup> March to preview the new planning system that should go live by the end of May. It will have the capability for consultees to upload files.

**10. ROAD JUNCTION STUDY UPDATE**

BWB Consulting won the contract to carry out the study at a cost of £8900 +VAT. LAF funding has been secured to cover 50% of the cost. The survey has already started. We are hoping for sensible, affordable recommendations that we can then implement.

**11. PARISH COUNCILLOR VACANCY UPDATE**

Two good candidates have expressed an interest in the vacancy. The PC has outlined 2 officer roles, IT and roads & highways. Both candidates will be appointed as officers and one will be appointed as a Councillor. Councillors need to consider and vote for each applicant.

**ACTION: JL to circulate an email.**

Expressway Action Group: Ian Houseman, Mike Heybrook and **JH** are meeting on 7<sup>th</sup> or 8<sup>th</sup> May regarding the expressway and village assets. Consideration needs to be given to whether we commission a study and/or a village plan. **ACTION: Clerk to include 'neighbourhood plan' on the Agenda for the next meeting.**

**12. PLANS FOR THE SILENT SOLDIER**

It was agreed to remove the Silent Soldier from its current location, and put it in storage in the Village Hall loft to be brought out for Remembrance Sunday each year.

**13. HISTORIC CHEARSLEY VENTURE**

The launch of the project will take place on 2<sup>nd</sup> June. There will be 12 large A1 boards with lots of Ted Hooton photographs and memorabilia. The PC agreed to fund £600 for the event to cover Village Hall hire and refreshments £100, purchase of frames and art bags to store the A1 boards £390, leaflets £100.

**14. BUCKS BEST KEPT VILLAGE COMPETITION 2019 ENTRY**

The Clerk has completed an entry form for Chearsley. **ACTION: JH to publicise our entry to the village and write to Clive Parker.**

**15. PARISHIONERS QUESTION TIME**

There were no questions.

**16. ITEMS FOR INFORMATION**

- The invoice for traffic calming works has been received for £13,000 plus £5,000 of LAF funding. The PC does not feel that this is representative of the work carried out (village gates and signage). **JH** has asked for a full breakdown of the £18,000 cost.
- **MH** attended a Community Impact Bucks meeting in February. Communities were encouraged to apply for grants. There is funding available for communities that will be affected by the construction of HS2. **MH** proposed a cycle route from Chearsley to Haddenham station.
- The old Parish papers are now in storage in the Village Hall loft.
- Electricity to the Green – it was agreed to go ahead with this at a cost of approximately £2500 +VAT. The final sketch and location of the equipment are still to be agreed.
- **ACTION: Clerk to include 'Footpaths update' on the Agenda for the next meeting**

**17. DATE AND TIME OF NEXT MEETING in Chearsley Village Hall**

- Monday 20<sup>th</sup> May 2019 at 7.30pm (AGM)