

CHEARSLEY PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 18th MAY 2020 BY VIDEO CONFERENCE AT 7.30PM WITH LIVE STREAM ON YOUTUBE

PRESENT

Councillors: Nic Brown (**NB**), John Lewis (**JL**), Paul Bown (**PAB**), Martin Hearmon (**MH**), Keith Turnbull (**KT**), Julia Witcher (**JW**), John Howard (**JH**)

Responsible Finance Officer: Robert Parkes (**RP**)

Parish Clerk: Helen Spurgeon

Officers: Ian Houseman (joined at 8pm)

PARISHIONERS QUESTION TIME

A question was received from a Parishioner regarding the possibility of improvements to footpaths 12 and 13, which are muddy and waterlogged and could be improved by installing gates. The PC will be speaking to the landowners involved to see if an alternative gate can be installed to avoid the waterlogged stile, and replacing the other stiles when funds permit. Footpaths Officer, Anthony Adams, is working hard on giving improved access to all parish footpaths mostly by replacing stiles and kissing gates with metal latch gates. A further question was asked about the possibility of turning footpath 4 into a circular walk, this will need to be discussed with the Nether Winchendon group.

An email had been received regarding "Soul Spark" where a number of interactive prayer stations will be located around the village from this week. The PC is supportive of this idea and will publicise it on the Chearsley Blog.

1. APOLOGIES

None.

2. DECLARATIONS OF INTEREST

An email had been received by **NB** from Simon Vickers with some revised plans in respect of planning application 19/04474/APP demolition of Chearsley Hill Barn and Long House on Chilton Road. Councillors will be able to look at these plans if they wish before they receive formal notice from AVDC asking for their comments.

3. APPROVAL OF APRIL 2020 MINUTES

Minutes were **agreed** as a true record.

4. MATTERS ARISING FROM PREVIOUS MINUTES

- **HGV traffic.** A traffic survey will take place once lockdown is over. **JH** to postpone writing to Bucks Recycling until the results of the traffic survey are available.

- **Communicating with the community.** The various distribution lists for village communications have been rationalised. The AVDC and BC councillors have been added to the PC email distribution list.
- **Non-financial risk assessment.** ACTION: KT to draft a risk register.

5. PLANNING

- **20/01233/APP – Tithefield, Dark Lane, Chearsley HP18 ODA**
The PC has submitted no objections to AVDC but deferred to the Highways department to see whether the increased accommodation and the subsequent loss of parking spaces, complied with AVDC guidelines on parking requirements. The PC wished to ensure that no parking took place on the sunken lanes.
- **19/04474/APP - Chearsley Hill House & Long House, Chilton Road, Chearsley HP18 ODN**
The PC objected to the revised application which had failed to address most of the issues and concerns raised on the previous application. The PC therefore OPPOSED the application and comments have been submitted to AVDC.
- **20/01259/COUAR – Barn off Winchendon Road, Chearsley HP18 ODP**
The PC considers that the proposed development does not meet the criteria for permitted development and will require prior planning approval. Comments submitted to AVDC.
- **20/01317/APP – 3 Elm Brook Close, Chearsley HP18 ODB**
The PC has submitted NO OBJECTIONS to AVDC, but asked for confirmation that the rear extension meets 'Right of Light' requirements for the property next door. The PC also asked the Highways department to confirm that parking requirements are being met after the loss of the garage space to avoid the need for cars to be parked on the roads and pavements.
- **20/01393/APP – Merrifield, Dark Lane, Chearsley HP18 ODA**
The PC has submitted NO OBJECTIONS to this revised application. The PC acknowledged the challenge of creating a practical family home from the unworkable internal layout of the existing property and acknowledged that any extension would be a compromise to the existing design. The revised application provides a more balanced and well proportioned building which retains most of the attractive external features of the existing property.

6. CORRESPONDENCE

None.

7. CONTRIBUTIONS FROM BC COUNCILLORS

There were none present. It was commented that it would be useful to have input from BC councillors.

8. FINANCE

The monthly finance report has been circulated to councillors:

- **2019/20 year end**

The accounts, and supporting documents for the year to 31 March 2020 have now been reviewed by the internal auditor. Whilst raising no issues with the accounts themselves, and the AGAR has been signed, the auditor did question the approach taken to the capitalisation of fixed assets and suggested a more conservative approach. These suggestions have now been incorporated into the accounts. The PC approved the accounts and agreed their submission to the external auditors. This should complete the 2019/20 finance workload.

- **Income**

The first stage precept for 2020/21, £17,500, was received early May.

- **Payments**

The following payments have been made since the last report:

Office 365	£59.99
Zoom	£28.30
Four Seasons	£408.00

The standing order payment to the Village Hall continues.

At the month end, the bank account held £42,848. (Note that the precept was received after the month end.)

- **Banking arrangements**

There were two actions following last month's meeting:

- Ensure a third person could access the bank accounts, in an emergency
- Arrange for a councillor to have read only rights to the bank account

Both of these actions have been initiated, but, as yet, no confirmation has been received from the bank for the second action.

9. REPORTS FROM COUNCILLORS ATTENDING MEETINGS AND OUTSIDE ORGANISATIONS

None.

10. SUB-COMMITTEE DECISIONS FOR RATIFICATION

None.

11. OFFICERS' REPORTS

Ian Houseman reported that 2 pheromone traps were installed on 25th April in the horse chestnut tree at the junction. They will need to be replaced on 6th June and again in July.

They have trapped significant numbers of leaf-mining moths. **KT** will publish an update on the Chearsley Blog.

12. UPDATE ON OXFORD-CAMBRIDGE EXPRESSWAY

Nothing new to report.

13. FINANCIAL POSITION OF VILLAGE HALL

KT reported that the Village Hall has been granted a £10k government grant via BC. Thanks to Cllr Clive Harriss, **NB** and several villagers for their support with this.

JH reported that the Cricket Club has applied for an ECB grant, the outcome of the application is awaited.

14. VILLAGE TRUST

Good progress has been made and the Village Trust will be active in the next few days. Martin Johnson has spoken to the trustees who are all happy with their role and the new Trust Deed. The PC unanimously agreed the proposal:

“The Parish Council is satisfied that Chearsley Village Trust should be re-activated, based on the new Trust Deed dated 18 May 2020 and in the care of the five Trustees named in that document”

The Trustees will be: Mr Martin Johnson, Mrs Rachel Sampson, Mrs Margaret Morbey, Mrs Sharon Woodford and Mr John Lewis.

The first meeting will take place by 31st July, probably via Zoom. The Trust Deed, stating the objectives, is available on the PC website. There is approximately £1200 in the old bank account with money from the village fete to be added.

15. ROAD JUNCTION STUDY PROGRESS

Following the horse chestnut island junction study of 2019, JL has produced a next steps paper with proposals on how to follow up on the study. The document has been circulated to Councillors and is available on the PC website. The three main problem areas in the village are freight traffic, speeding and the safety of the junction. Following the study, option 3 was selected by the PC as the preferred way forward. One area of concern is how the funding of the project will split between BC and the PC. It is recommended that the Parish Council:

- a. Agrees to continue its work on achieving improvements to the HCI junction
- b. Acknowledges that it will have to provide both effort and some element of financial resource to achieve its Objectives for that junction
- c. Establishes a sub-group to lead on this work.

The PC agreed to adopt these recommendations.

16. PARISHIONERS QUESTION TIME

A question was received from a Parishioner regarding the possibility of a pedestrian crossing from the Green to the vicinity of the bus stop opposite. There is an issue around where to locate it as 65m clear visibility is needed which we do not have. Street lighting would also be required. The question of whether the village would want a crossing also needs to be asked. There is a safety need but a pedestrian crossing may not be the best solution. It was commented that a crossing is too urban for the village. Perhaps a lollipop person would be a better solution.

17. ITEMS FOR INFORMATION

- It was reported that Susan Olding and her team of volunteers are doing a great job with the Chearsley Good Neighbour Scheme. Around 10-15 requests per week are received, mostly for prescriptions.
- The Chearsley village map has been updated and is now available on the PC website.

18. DATE AND TIME OF NEXT MEETING

- Monday 15th June 2020 at 7.30pm. Probably again by Zoom videoconference with live YouTube feed.