

CHARTRIDGE PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 18 July 2018 at 8pm
in Chartridge Village Hall

Present:

Councillor Alan Booth
Councillor Peter Brown
Councillor Juliet Davies (Chair)
Councillor Peter Jones
Councillor Derek Keen
Councillor Joan Lherbier
Councillor Ellie White
Councillor Paul Wright

In attendance:

Councillor Patricia Birchley (County Councillor)
Ms Kate Boulter (Clerk)
Councillor Nick Rose (District Councillor)

1. Apologies

Apologies had been received from Councillor Councillor Lee Kemp.

2. Minutes of the meeting held on 6 June 2018

The minutes were agreed as a correct record and signed by the Chair subject to the following amendment:

- Councillor Peter Brown had sent apologies.

3. Declarations of interest

No interests were declared in relation to items on the agenda.

4. Notification of Any Other Business

- MVAS letter
- Sun Cottage
- Bellingdon post box
- Franklin Fields Playground
- Bellingdon Playground
- Duke of Edinburgh

5. Questions from members of the public

None.

6. Update from County and District Councillors

(i) County Councillor

Councillor Birchley reported that:

- TfB had repaired 600 potholes in the last few weeks. The roads across the county had generally improved however rural roads remained in a poor state.
- Buckinghamshire had low unemployment and high average income.
- Buckinghamshire's schools were collectively the highest achieving in the country.
- BCC was experiencing financial challenges. It had a statutory duty to provide adult social care, and there were increasing numbers of children coming into care.

(ii) District Councillor

Councillor Rose reported that:

- CDC were reviewing the Local Plan including Green Belt review and development control policies.
- The appeal in respect of planning application CH/2017/1648/FAOS (Parcel 2814 Opposite Tiles Farm, Asheridge Road, Asheridge) would be heard on 4 September 2018 at the offices of South Bucks District Council.

7. Matters for discussion

(a) HS2

The Community Engagement Manager, Vernon Loo, had indicated he would attend the Parish Council meeting on 17 October 2018. Councillor Rose reported that groundwork investigations in the area were progressing; the contractors for the sound attenuation had been deemed unsatisfactory; and there was currently no safety certificate for the tunnel construction.

(Councillors Birchley and Rose left the meeting).

(b) Local Area Technician / potholes / HGV signs / speed limits

Councillors Davies and Kemp and the Clerk had a useful drive around with the LAT, Chris Nash, on 14 June, and he had provided an email response to points raised. Councillor Lherbier had also received an email from the Head of Highways, Mark Averill, in response to issues raised by the Parish Council relating to speed limits, HGV signage and pothole repairs. Mark Averill had offered to attend a meeting and the Clerk would arrange this.

(c) Grass cutting / hedge cutting

Chesham Town Council had carried out the second of three planned cuts. This had been ineffective as there had been no growth in the very dry weather. The Parish Council agreed to cancel the third cut on the basis that it was not good use of public money. It was agreed that Councillor Keen would arrange a meeting with a contractor who used a tractor mount with a view to taking on the grass cutting in 2019. The Parish Council agreed to use the same hedgecutting contractor as the previous year, who had quoted the same price as last year.

(d) Bridleways

- The Braid Wood bridleway ground was gouged out with exposed chalk making the surface dangerous for users. Councillor White would look.
- The bridleway close to the caravan park/Tiles Farm was impassable for a stretch of around 40 yards and needed to be reported to BCC.
- The Parish Council agreed to request that BCC consider installing a key-operated bollard at the entrance to the bridleway next to Old Sax caravan site.

(e) PC meeting venues

St John's Church was very interested in being used as a venue for Parish Council meetings. The Parish Council agreed to alternate meetings between Chartridge and St John's, subject to the church being available.

(f) PC website

The website developer identified by the Parish Council was now available to resume work and the Clerk would contact him to progress the revamp of the website.

(g) Local Area Forum

There was nothing to report.

8. Planning

(a) Decisions for noting

2308 FA	Lime Tree Farm, Chartridge	Various extensions	Conditional Permission
2309 HB	Lime Tree Farm, Chartridge	Historic building consent for the above	Conditional Consent
0651 FA	Bolt Hole Farm, Chartridge	Convert barn to dwelling	Conditional Permission
0671 FA	Land adj Elmcroft, Chartridge	Erection of new dwelling (amendment to existing permission)	Conditional Permission
0762 FA	Croft Cottage, Bellingdon	Single storey rear infill extension, replace front porch	Conditional Permission

(b) New applications considered

The following applications were considered and, where applicable, comments agreed for submission to CDC:

2085 FA	Sun Cottage, Bellingdon	Carport	Neutral
2184 FA	Adj 2 The Warren, Chartridge	Erection of bungalow with carparking and landscaping	Neutral
2295 FA	Bonderlea, Bellingdon	New dwelling (part retrospective)	Neutral

(c) Appeals

Appeals had been lodged against the refusal of CH/2017/1648/FA and enforcement actions 2017/00224/AB, all at land opposite Tiles Farm, Asheridge.

10. Finance**(a) Budget monitoring 2017/18**

The internal audit for the 2017/18 accounts had taken place and had noted that the Parish Council had not minuted a discussion of risk during 2017/18, which would need to be reported on the Annual Governance and Accountability Return (AGAR). Other minor comments made by the auditor were:

- The National Savings account was in a previous clerk's name and consequently no statement had been available for the past two year's audits. This would need to be rectified.
- The auditor had recommended that the Parish Council's four bank/savings accounts be consolidated into one, unless there was a reason for holding separate accounts. The Parish Council agreed to transfer the National Savings and Nat West accounts into the Lloyds savings account, which would reduce the number of accounts to two.
- The Parish Council should ensure that budget discussions/discussion of the precept occurred in the same meeting and was clearly minuted.
- The Clerk's contract contained an error in that the salary amount stated did not match the salary point stated. The Clerk had been paid at the salary amount stated and this was not considered by the auditor to be an issue.
- The Clerk's contract did not include any entitlement to Outer Fringe London Weighting, which was paid by councils in the Chiltern District. This had been amended and backpaid in the current month's pay.
- The auditor had not been paid last year.

The AGAR was discussed, agreed and signed in the meeting.

(b) Budget monitoring 2018/19

The accounts to 18 July 2018 were noted.

(c) New invoices for payment

The following payments were agreed and cheques signed:

(i) Clerk's salary 1 July to 31 August 2018

- Payment of £1004.89 to K Boulter (cheque number 820)
- Payment of £188.00 to HMRC (cheque number 821)

(ii) Clerk's expenses (for bonline.com - PC website)

- Payment of £13.80 to K Boulter (cheque number 822)

(iii) Grass cutting (first cut)

- Payment of £771.96 to Chesham Town Council (cheque number 823)

(iv) Internal auditor's fees for 2017 and 2018 audits

- Payment of £360.00 to IAC Audit & Consultancy Ltd. (cheque number 824)

(v) Payroll fee

- Payment of £30 to DCK Accounting Solutions (cheque number 825)

(d) Clerk's pay review

This confidential discussion, relating to an individual's employment, was minuted separately.

11. Any other business

(i) MVAS letter

Councillor Keen reported that the owner of the property in Bellingdon which the camera was sited outside of had advised that the camera was on his land, however he did not object to it being there. This had been raised previously by Councillor Lherbier and a letter had been sent on behalf of the Parish Council, which did not appear to have been received. The Clerk would send the letter to Councillor Keen to be hand delivered.

(ii) Sun Cottage

Councillor Keen reported that there was a water leak outside Sun Cottage which had been reported but no action taken yet. The property had issues with drainage and the issues could be linked.

(iii) Bellingdon post box

Councillor Keen reported that there was a new post box in Bellingdon outside Bloomfield Cottages.

(iv) Franklin Fields Playground

Councillor Booth advised that the Chartridge Village Hall Committee had expressed an interest in contributing towards replacement equipment, and had asked the Parish Council to prepare a proposal.

(v) Bellingdon Playground

The Parish Council confirmed that it had no commitment to contribute towards maintenance of the Bellingdon playground. Any request for a contribution would be considered and should be made in advance of work taking place.

(vi) Duke of Edinburgh scheme

Following an improvement in the behaviour of scheme participants, there had been a downturn recently and leaders should be reminded of the need to clear litter etc.

12. Date of next meeting

The next meeting would be held on Wednesday 12 September 2018 at 8pm.

There being no further business the Chair declared the meeting closed at 9.36pm

Signed

Date