

## **QUANTON PARISH COUNCIL**

### ***Minutes of the Annual Meeting of the Council held at the Memorial Hall on 12th May 2016***

#### **Present:**

Councillors: Arthur Evans, Nick Heirons, John Knox, Nick Butler, Claire Lucas , Michelle Thompson, Malcolm Wearn, Brian Fludgate (clerk).

No members of the public were present.

#### **Apologies for Absence:**

County Councillor Janet Blake, District Councillor Kevin Hewson.

#### **Election of Chairman and Vice Chairman**

The following were duly elected by unanimous vote:

Arthur Evans – Chairman  
Nick Heirons – Vice Chairman

#### **Disclosures of Interests:**

There were no declarations of interest in relation to the agenda items.

#### **Open Forum**

No representations in person were made by the public.

#### **Minutes of Previous Meeting:**

Having been circulated prior to the meeting, the minutes of the previous meeting were duly signed by the Chairman.

#### **Reported Matters Outstanding:**

##### ***Devolution – Community Minibus***

Planning for a service continues although a business case has still to be produced.  
BCC will look to the parishes for nominees to join the management committee overseeing the running of the project..

#### **County and District Councillor Briefings:**

In the absence of both councillors, there were no matters to record.

#### **HS2 Petition:**

The petitioning period for submissions to the House of Lords select committee closed on 18th April .

Note: A map of the HS2 route past Quanton, and the full HS2 Petition is available to view online at [www.quenton.info](http://www.quenton.info)

#### **Quanton Neighbourhood Development Plan:**

The NDP advisory team have submitted the examiner's required amendments to the plan to AVDC.

The referendum is scheduled to occur on Thurs 14th July. If this is confirmed, the council meeting may need to be changed to Weds 13th July.

Note: Information on the QNDP and the Conservation Area Review are available online at [www.quenton.info](http://www.quenton.info)

## **Planning Matters:**

### ***Previous Applications***

16/00850/APP	Two storey front and rear extensions, two front dormers and front entrance porch	38 Church Street Quainton	No objection
16/01067/AOP	Demolition of existing outbuilding and erection of one single storey dwelling	52 Upper Street Quainton	Object (parking provision)
16/01112/APP	Two storey side and rear extension and single storey rear extension	2 Winwood Drive Quainton	No objection

### ***New Applications***

16/01179/APP	Erection of agricultural building	Land at Doddershall Quainton	1st June
16/01625/APP	Demolition of existing office/guest wing and garages/stores and replacement with two storey extensions	Lower Denham Farm Blackgrove Road	8th June

### ***Applications for Tree Works***

Ref:	Details	Location
16/01222/ATC	Remove T3 Wellingtonia tree	The Old School House 56 Church Street Quainton

### ***Applications Approved***

Ref:	Details	Location
16/00850/APP	Two storey front and rear extensions and front dormers	38 Church Street Quainton

### ***Applications Refused***

Ref:	Details	Location
16/00754/ATP	Fell T1 Holm Oak	The Laurels 59 Lower Street Quainton

### ***Applications Withdrawn***

Ref:	Details	Location
15/03345/APP	Erection of detached garage	4 Station Road Quainton

### ***Trailflatt Farm***

It was agreed to write to AVDC enforcement to express concern as to the lack of information as to how the owners were to address the current breach of the existing enforcement order.

### **Clerks report:**

#### ***Village Defibrillator***

Quainton School may be in a position to assist the funding and location of a unit, and the clerk will investigate this further.

#### ***Trustee Positions***

It was agreed to nominate councillor Nick Heirons to remain a member of the Village Hall Management Committee for a further 1 year term.

#### ***Resident Complaint to the Information Commissioners Office***

The amended decision notice from the ICO had been received in regards to the Freedom of Information Act namely:

- Breach under section 40(1) - not upheld
- Breach of sections 1(3) (clarification of a request), 17(1) and 17(7) (refusal of a request) - upheld.

The Commissioner does not require the council to take any steps as a result of this decision, and it was agreed the council accept the decision in full.

Note: The full decision notice is available to view at:

<https://ico.org.uk/media/action-weve-taken/decision-notices/2016/1623640/fs50579096.pdf>

**Representations from the Public (correspondence):**

All current written correspondence had been circulated in advance of the meeting. The following representations were made since the last meeting:

- Resident email on a bad odour detected in the village.
- Resident request to hold a street party to co-incide with countrywide events to celebrate the Queen's 90th birthday.

**Finance:**

<b>Payments Authorised previously circulated</b>	<b>Receipts reported</b>
£ 237.63 – B. Fludgate clerk's net salary (April)	£ 11980.00 – Precept
£ 188.02 – BMKALC annual subscription	£ 105.00 – Central grant
£ 18.70 – Internal audit inspection fee	£ 1590.00 – Groundworks NDP grant
£ 3.97 – Thames Water allotment supply	
£ 400.00 – Quainton FC pavilion roof repair	
£ 1140.00 – Skatepark remedial repairs	
£ 1692.32 – Annual parish insurance premium	
£ 1600.00 – NDP consultancy fees	
£ 37.89 – Eon Energy Streetlight supply (April)	
£ 163.57 – Parish phone bill	

***2016/17 Budget***

A review of the budget had highlighted a miscalculation which showed a £3044 forecast shortfall should all previously agreed projects be undertaken. It was therefore agreed to remove the allocated budget for a multi use games area (£4000) and instead rely on a Section 106 grant should the project be able to be progressed this year.

***Annual Financial Risk Assessment***

The clerk had previously circulated the 2016/17 risk assessment for review. It was approved subject to the following additions:

- The council to ensure an adequate reserve of funds for unexpected major events, and endeavour to retain a figure of at least 10% of the annual precept.
- To ensure the number of councillors on a single sub committee do not compromise the decision making process of the main council when such a sub committee requests financial assistance..

***Annual Governance Statement 2015/16***

Was adopted by the council by unanimous vote.

***Annual Accounting Statements 2015/16***

The accounting statement and report on significant variations from last year to this year previously circulated was approved for sign off by the chairman.

***Exercise of public rights***

It was agreed to provide the external auditor with the following dates for the period of the exercise of public rights:

Start date: 1st July 2016  
End date: 11th August 2016

***New Financial Regulations***

The document was reviewed and the clerk highlighted the main changes to the previous version. The new regulations were duly adopted by the council. It was also agreed that current bank variable direct debits for water, telephone and electricity should continue.

### **Recreational Facilities:**

- The sports sub committee have provided an annual report on recreational facilities for their AGM.
- The cost to replace the lockable posts on track by the tennis courts will be £35 per post plus materials and labour.
- The re-painting of the skatepark has been completed and the hole in one of the ramps has also been repaired.
- The council agreed to grant a request to plant some trees in the playing fields at Lee Road.

### **Roads, Pavements and Street lights:**

#### ***LED Lights***

Contractor CU Phosco to install the new lights for The Green, repair of lights at Pigott Orchard and North End Road, and the change of light opposite 77 Station Road on Friday 13th May.

#### ***Update on outstanding works – Transport for Bucks (TfB)***

- It was noted that there had been increased activity in pothole repairs around the village.
- The bi-annual village walkabouts with the TfB local area team have been suspended while they focus on a re-organisation of resources during June/July.
- Other TfB remedial work previously recorded remains work in progress or awaiting scheduling .

#### ***TfB Spring/Summer Conference 12th May***

A councillor attended the event and provided a verbal report to the council.

A range of topics were discussed with an audience of both district and parish representatives including TfB plans for the next 6 months, organisational changes, effect of budget constraints and feedback on the experience of end users on TfB performance.

Areas were identified in regards to possible further devolution of services with a pilot planned on devolving pothole repairs.

#### **Standing Orders and Code of Conduct**

Both documents were circulated prior to the meeting for review, and it was agreed to adopt them without amendment.

#### **Business for next meeting:**

No matters put forward.

#### **Date of Next Meeting:**

The next Parish Council meeting will be held on **Thursday 9th June 2016** in the committee room at the **Memorial Hall Station Road Quainton** at **8 pm**.

Being no further business the Chairman declared the meeting closed at 9:45pm.