

QUANTON PARISH COUNCIL

Minutes of the ordinary meeting of the Council held on 18th June 2020

The meeting was held remotely via video and audio conferencing as allowed under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Present:

Parish Council: Cllrs Arthur Evans (chairman), Malcolm Wearn, Nick Butler, John Knox, Michelle Thompson, Claire Lucas, Brian Fludgate (clerk).

Buckinghamshire Council: Cllrs Ben Everitt and Scott Raven

Members of the public: 0

Note: Cllr Nick Heirons was unable to join the meeting due to technical difficulties in connecting to the meeting.

1. Chairman's Introduction

The chairman welcomed all participants and set out how the remote meeting would be conducted.

2. Apologies for Absence

<i>RESOLVED c/2020/17 to accept apologies from PCSO Dan Fahey.</i>
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3. Declarations of Interests

Cllr Lucas declared an interest in connection to HS2 matters and did not require a dispensation.

4. Approval of Minutes

The minutes of the last meeting had been circulated prior to the meeting, and duly signed by the chairman as a true and accurate record. Those present confirmed they had been both seen and heard.

<i>RESOLVED c/2020/18 to approve the minutes of the meeting held on 7th May 2020</i>
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5. Public Forum and Correspondence

5.1 There were no matters raised by the public.

5.2. Correspondence

Several emails received from residents on various matters the clerk has addressed (see Clerk's Report).

6. Transport and Infrastructure

6.1 Outstanding Transport for Buckinghamshire TfB works

Still awaiting a date for the gulley jetting at various points in the village despite TfB carrying out ditch clearing at the Berryfields crossroads and the southern end of Station Road.

6.2 HS2

Cllr Knox is dealing with upcoming road closures by both HS2 contractors Eiffage Kier and Fusion and endeavouring to get both organisations to co-ordinate closures between them. Eiffage Kier plan to close Edcott Road from 29th June to 6th September. This closure will impact on farm traffic and an intention to close the access to Finemere Wood despite a universal undertaking that this would not occur.

Further meetings to take place in regards the necessity to close the road and how this aligns with Fusion plans to close Snakes Lane and Station Road for upcoming works.

Chairman's initials:

Date:

7. Buckinghamshire Council Matters

- 7.1 Both Cllrs Everitt and Raven provided an update post launch of the new council emphasising it was early days in its operations and getting all committees in place at the same time as dealing with the Covid-19 pandemic.
- 7.2 Key issues that face the new council are increasing financial constraints which will affect all areas of operation but at the same time the requirement to maintain statutory services such as children's services and social care.

8. Planning Matters

- 8.1 **Ref. 20/01582/APP – 89 Station Road**
Ref. 20/01758/APP – 6 Winwood Drive
Ref. 20/01898/APP - 21 Lower Street

It was agreed there were no objections to the above new applications for property extensions, subject to no representations on residential amenity being submitted by adjacent or nearby neighbours.

- 8.2 **Ref. 20/01198/ACL Erection of rear single storey extension – 2 Cautley Close**
 The clerk has received advice from the case officer that no consultation was necessary on this application because it came under permitted development rules and was desk top assessed. The clerk will raise this matter at the next Planning for Parishes session with Buckinghamshire Council as to why parishes are not consulted on all applications that impact on land in their area regardless of planning status.
- 8.3 **Ref. 19/03480/APP Erection of new hatchery building – Faccenda Hatcheries Ltd Station Road**
 The LVIA (Landscape and Visual Impact Assessment) has been posted on the planning portal along with a traffic report. The clerk had advised residents who live nearby of the documents so further representations may be made to the planning authority on any concerns.

9. Clerks Report

9.1 Review of Council Policies and Governance

The clerk had previously circulated an updated Financial Regulations document containing changes required by councillors following the last meeting on 7th May.

RESOLVED c/2020/19 to adopt the new Financial Regulations
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9.2 Public consultation on the Quanton Neighbourhood Plan

The clerk is preparing the consultation documents in readiness for a further lifting of current restrictions on travel and public gatherings.

9.3 Request for pub benches on The Green

The clerk had previously circulated a report that the George & Dragon PH may request permission to place tables on The Green to assist with current social distancing rules once they are able to open for in house hospitality. The recommendation was to support such a permission request when considered by landowner School Lands Charity (SLC).

- 9.4 In the absence of Cllr Heirons (due to his role as an SLC trustee) this matter was unable to be resolved. It was agreed a separate meeting be arranged with Cllrs Heirons, Butler and Evans to advise the council's support in principle and discuss how the matter may be concluded.

9.5 Clerk vacancy

It was agreed the interview panel would consist of Cllrs Evans, Lucas and Knox with Cllr Thompson available if needed. A date to interview a candidate is to be arranged once social distancing rules allow.

9.6 Annual Governance and Accountability Review (AGAR)

It is intended to conduct the internal audit remotely to prepare the accounting documents for councillor approval. The statutory instrument introduced due to Covid-19 amends the deadline by which the AGAR together with any certificate or opinion issued by the local auditor must be published, but the clerk intends to have all documentation ready for submission by 31st July and no later than 31st August 2020.

9.7 Website Accessibility Requirements

From 23 September 2020 all local council websites will have to comply with new regulations that ensure reasonable adjustments are made to websites, so they are accessible to people with various disabilities. The clerk is working with the website provider on compliance.

Chairman's initials:

Date:

9.8 Email correspondence

The clerk had responded to various queries and question raised by residents. There was a request to tape up and use cable ties on all kissing gates on public footpaths so they may be opened without touching the catches by hand. This has unintended consequences which has been explained.

10. Finance

10.1 The June finance report had been previously circulated for review.

10.2 Payments pending previously circulated	10.3 Receipts reported
£ 85.80 – Computer memory	£ 3.49 – Bank interest (reserve account)
£168.00 – Playground inspection	
£ 43.38 – High viz jackets	
£ 19.74 – Allotment water supply (June)	
£ 295.45 – Clerks net salary (May)	
£ 196.80 – HMRC PAYE (May)	
£ 82.20 – Skatepark inspection	
£ 52.17 – Streetlight supply (May)	
£ 1605.60 – Groundworks (May)	
£ 143.90 – Litter pickers	
£ 1622.77 – Parish annual insurance	

RESOLVED c/2020/20 to approve the payments pending as recorded. Counter signatories to be provided when physical arrangements allow.

10.4 Bank Reconciliation (£)

Brought forward 2019/20	26594.15	Reserve account	21938.51
Receipts to date	16649.16	Current account	15453.51
total	43243.31	total	37392.02
Less bank payments to date	5851.29*	Plus received not banked	nil
Bank balance at 5th June 2020	37392.02		37392.02
* excludes pending payments			

11. Recreational Facilities and Activities

11.1 Recreational Report

The June recreational report had previously been circulated by Cllr Lucas covering the condition of facilities at the sports ground and playground.

11.2 Reids Playgrounds conducted the operational inspection of the Upper Street play area, and Playsafety the annual safety inspection of the skatepark. Both reports have been circulated.

11.3 Bi annual contractor visit to maintain the skatepark is due to take place shortly.

11.4 The clerk reported there are an increasing number of repairs required to public foot paths which have been reported to Buckinghamshire Council.

Chairman's initials:

Date:

11.5 Cllr Lucas requested a sign be placed at the entrance to the Lee Road ground warning the public of ground surface cracks appearing in very dry weather which was agreed.

11.6 It was agreed to accept the Reids Playground quote (£647.00) to replace the seat and runner unit on the play area cableway.

12. Business for next meeting

None recorded.

Being no further business, the chairman declared the meeting closed at 9.18pm.

Date of Next Meeting

The next ordinary meeting will be held on **Thursday 9th July 2020**. Should the meeting need to be held remotely a time with connection details will be circulated within the statutory notice period.

Chairman's initials:

Date: