

The minutes of the Meeting of the Parish Council on Wednesday 21 October 2020 at
6.30pm at the Parish Council Virtual Meeting Room

Present

Cllr Tubb (Chair)
Cllr Wyatt
Cllr Howard
Cllr Duffield
Cllr Watton
Cllr Read
Cllr McCall
Cllr Judge
Cllr Mason
Cllr Ronson

In attendance

Clerk E Barry and R Bennett (recording)

Members of the public: 0

20.118 Apologies

Cllr Carole Paternoster (BC)

20.119 Declarations of Interest: For councillors to declare any personal and/or prejudicial interest in items on the agenda

There were none.

20.120 To approve the minutes of the last Parish Council meeting and Extraordinary Meeting of the Parish Council PROPOSED by Cllr Read, SECONDED by Cllr McCall and AGREED.

20.121 Public Participation - For members of the public to ask questions and raise any issues on items included on the agenda. Public Participation should be for a period of no longer than 15 minutes, each person shall not speak for more than 5 minutes. This section of the meeting is not required by law to be minuted.

There were none.

20.122 Council:

i. Reports from external bodies

Parish Liaison meeting – Cllr McCall had attended the meeting and issues discussed included covid, finances and priorities for the future. Cllr McCall would share the presentation from the meeting with all parish councillors.

ii. Community Board projects

- update for approved traffic schemes 20/21

Approved traffic schemes include the shell garage and the Brook Street/Green End Street/Twitchell Lane restrictions. No notifications of funding had yet been received.

- ideas for consideration for 21/22

Following a lengthy discussion it was agreed that Cllr Mason would work up proposals for the following:

- Stablebridge Road speed reduction and classification as unsuitable for HGVs

- Stablebridge Rd footpath and footbridge project
- automatic gates for the park linked with ANPR

MOTION: to agree Community Board project ideas for 21/22 PROPOSED by Cllr Ronson, SECONDED by Cllr Wyatt and AGREED with one abstention.

iii. Community Speedwatch update

The community speedwatch campaign would start again the following day, 22 October. It was noted there were limitations to where they could be positioned as required a clear stretch of road.

iv. Community fibre partnership for broadband

Cllr McCall had followed up his action from the previous meeting and had written to the Connected Counties group. A reply had been received and while it stated looking at whole parishes would be too big due to differing broadband speeds, they suggested that a couple of locations be nominated to focus on. Two areas suggested were postcodes that would be eligible for funding; contact would need to be made with each household in the area to ask them to sign up in order for the council to submit addresses on block to Open Reach who could then work on costings. Cllr Read would share Open Reach contact details with Cllr McCall in order to explore further.

v. Website Accessibility: compliance

The work on the website was still ongoing. The website was partially compliant with a statement published on the website, explaining how any non-compliant documents could be provided in accessible form on request.

20.123 Clerk's Report

The next couple of months, there will be strong focus on completing the Community Centre project in time for its grand opening in the new year. Drafting and setting of budgets for next financial year will also be a major priority.

While behind the scenes the office have been working hard, in particular our office administrator Angie with the help of our temporary assistant Emma, on fine tuning and documenting all of our internal processes and procedures, of which there are many.

I would like to take this opportunity to say that Emma, while on her break from university, has done an amazing job at dealing with all tasks put her way and particularly in grasping the Community Centre naming project, setting up the surveys with the school first, then the surveys with the Community. She is going back to university at the end of this week and while we wish her all the best, we will miss her invaluable support.

Later in the agenda Cllr Mason will be providing an update on where we are at with the Community Centre naming survey.

20.124 Finance and Staff Committee

i. Reports from the Committee

Reconciliations had been carried out and all tallied.

ii. Month-end Accounts & Budget Status

Cllr Duffield, Chairman of the Finance and Staffing Committee gave the following updates:

- Income from the café due up until the end of October was £6700 and there was income due from the Football Club and the Colts.
- BG Fitness were up to date with all payments.
- Current earmarked reserves for Temporary Accommodation costs in the amount of £28k.

MOTION: To receive and note Month-end reports and budget status as reviewed by the F&S Committee PROPOSED by Cllr Howard, SECONDED by Cllr Watton and AGREED.

- iii. Community Centre – reports and budget status update from F&S Committee.
- Community Centre expenditure currently stood at £1.3m including Edgar Taylor payments. New Homes Bonus and S106 monies had been received and approximately £10k was still to be claimed. Overspend was up from the reported total last month; however that had included some unexpected repair works.
 - An application to Gibb Lane for CCTV had been submitted.
 - The Public Works Loan application had been submitted to the approver and it was expected to hear back within two weeks.
 - The deed of variation for Stratford Close was being progressed.
 - All invoices had been reviewed and the committee had recommended to the parish council to be paid.
- iv. Any payments to be agreed

MOTION: to approve payment of Community Centre project invoices PROPOSED by Cllr McCall, SECONDED by Cllr Mason and AGREED.

v. Insurance Renewal

The quote for the insurance renewal had been circulated prior to the meeting and would be slightly less than the previous year, but did not include the Community Centre building, which was currently under the Builders insurance. The broker had provided an estimate for the addition of this, and Cllr Tubb stated that she thought that it was on the high side. This would be looked into for when it was added later in the year.

MOTION: to agree insurance renewal quote PROPOSED by Cllr Ronson, SECONDED by Cllr Judge and AGREED.

20.125 Planning Committee:

- i. Planning Committee report – Cllr Wyatt, Chairman of the planning gave the following updates:
- 20/03127/APP - The Paddock House 31 London Road: Application to erect a two-storey detached dwelling, with detached double garage. **RESOLVED:** No objection
 - 20/03334/APP - 109 Green End Street: Renovation and conversion of existing ancillary outbuilding to form habitable accommodation and provision of a single storey link from house. **RESOLVED:** In support
 - 19/00668/APP Appeal ref 20/00060/REFL and to the rear of The Lawns 93 Aylesbury Road. Erection of 7 two storey houses and associated garaging together with a construction of a new access off Hyde Street, parking landscaping and all enabling works. Original application was refused by Buckinghamshire Council and an appeal had been submitted. The matter had been discussed in detail including the density

of the houses, and this was thought worthy of mentioning to the inspector. The motion to seek legal advice was discussed and Cllr Tubb had agreed to instruct solicitors in the Clerks absence.

- Call in Process Update for Towns and Parishes from Cllr Warren Whyte - this was discussed in detail and agreed that a response was needed. Cllr Read agreed to provide a draft response for review.
- Budget for Planning Committee – the Committee were proposing that the budget would remain at £25k for 2021/22.

20.126 Facilities Committee

i. Reports from the Committee

A Facilities meeting had not been held since the last parish council meeting.

ii. Colts kickers charge – update from the Facilities Committee

It was agreed that the Colts would pay a 5% contribution based on income after deductions, which would be trailed for 6 months. After this time, this would be reviewed with the potential of changing to £5.00 per session. Agreed via email.

iii. Park users/ permit list

A list of all the groups that used the park and on which days, had been shared prior to the meeting. Concerns were raised about the high use of the pitches and if the ground would cope through the winter months. It was agreed that a pitch inspection would be held, as in previous years and a further detailed discussion would be had at the next Facilities Committee meeting.

iv. Events

– Remembrance Sunday

Due to government guidance there would be a more low key approach to remembrance Sunday. There would be something at the war memorial to mark the occasion and a small church service afterwards. The bugler had been booked and there would be just a small number of people laying wreaths and live streamed on Facebook. It would not be publicised as that would be in breach of local laws if a large crowd were to congregate.

– Santa's Float

It was still hoped that the Santa Float would continue this year and discussions needed to be had with the cubs and scout groups to see if they were happy to collect donations. It was agreed that it was a great event for the village.

– Duathlon event

Bearbrook Running Club had request to run the event again, as in previous years, sometime in April if covid restrictions still allowed. Timings and dates need to be reviewed to make sure there are no clashes. The clerk would take forward discussions with the club.

MOTION: to approve duathlon event in April PROPOSED by Cllr McCall, SECONDED by Cllr Howard and AGREED.

– Other events

There were none reported on.

20.127 Community Centre Committee

i. Reports from the Committee

The build was nearing completion, due towards the end of November, which would then allow the Café to transfer over and for the temporary cabins to be removed at the end of the year. Concerns were raised regarding potential delays in deliveries of supplies outside of England due to differing covid restrictions in place; this would be discussed at the next site meeting.

ii. Soft Landscaping

Quotes for the final tree planting had been circulated prior to the meeting. It was noted that there was still a tree outstanding that could not be quoted for as neither supplier had them.

MOTION: to approve soft landscaping quotes and schedule of works PROPOSED by Cllr Mason, SECONDED by Cllr McCall and AGREED.

iii. Community Centre - naming progress update

At the Extraordinary Meeting of the Parish Council, the submitted names had been shortlisted to three. Leaflets with information about voting and a return slip had been delivered to residents and there was also a link on the website with a closing date of 5 November.

iv. Delegated Authority Decisions

The following updates were given:

- Edgar Taylor was carrying out the work for the replacement drains.
- Pumping station – timings and reduction of days.
- Hand dryers – agreed for silver.

20.128 New Covid restrictions

It was highlighted that Buckinghamshire were currently under Tier 1 restrictions; this included the rule of six inside and outside and outside exercise were not limited to numbers. The situation would continue to be monitored. Cllr Tubb agreed to review the covid message on the council’s website to ensure it was accurate and up to date and would let Cllr Mason know of any changes needed.

20.129 Date of next meeting

18 Nov at 6.30pm.

..... Chairman Date