#  BLEDLOW-CUM-SAUNDERTON PARISH COUNCIL

Minutes of the Parish Council Meeting held in Bledlow Ridge Village Hall on Thursday

6th June 2019 at 7.30pm

Present: Councillors A Sage, M Blackwell, S Breese, P Castle, N Cox,

S Reading (Chairman), and A Lord (Vice Chairman)

County and District Councillor: Carl Etholen

Clerk: Tracey Martin

 Representatives for Southfield Farm: Richard Stevens & Richard Clark

1. **Apologies for absence**

Cllr S Bird & Cllr J Butler

1. **Dispensations**

None.

1. **To approve the minutes of the meeting held on Thursday 2nd May 2019**

The titles of the minutes were amended and an amendment was made to the Council Meeting Minutes; item 11 address changed to Deansfield Close.

The minutes were approved following a proposal by Cllr Blackwell, seconded by Cllr Sage. The Chairman signed the minutes as a true record.

1. **Planning – Southfield Farm**

An amendment was made to the agenda so that Mr Richard Stevens (Owner Southfield Farm) and Richard Clark (Architect) could present to the meeting. Mr Stevens & Mr Clark thought it would be polite to come along and discuss the planning application and answer any questions.

Cllr Lord had no objections but had not seen the full plans. Cllr Sage raised a concern that it would be so easy to convert B1 to residential like the Clare Centre, Cllr Breese stated that this encourages employment but hadn’t seen the plans. Cllr Reading questioned if this was setting a precedence for working farms to convert to residential.

Cllr Reading stated that the Parish Councils position hadn’t changed and we had no objection.

Mr Stevens and Mr Clark left the meeting at 7.45pm.

1. **Outstanding Actions**

Due to the previous clerk’s absence the outstanding actions had not been updated for a period of time so all actions were discussed and updated:

* 1. **Salt Bins –** Cllr Cox advised the best way to report these is through the FixMyStreet website / app as they wouldn’t fix / install salt bins until autumn when they do their service requirements.
	2. **New Bins** – Councillors agreed they would like new bins however; Cllr Reading is reluctant until the PC establishes their credit with TBS following the late payments incurred in the absence of the clerk.
	3. **Website (NP Page)** – Cllr Sage to send details to the Clerk in order to get this page updated. Cllr T Lord asked if the previous clerk’s details had been updated, Cllr Reading advised that it hadn’t. Clerk to update. **Action: Clerk**
	4. **Verges / Gardening** – Cllr Lord stated that the posts were a safety issue. Cllr Cox informed the meeting this could be reported through fix my street as it is an obstruction of the verge.

**Action Clerk**

* 1. **Princes Risborough & Chinnor Railway Action: Cllr Breese**
	2. **Painting of Gatepost Bledlow & Bus Shelter:** Cllr Blackwell to speak with Ian Darkin’s to see if this is something he can assist with. **Action: Cllr Blackwell**
	3. **Parking Solutions:** remain on outstanding actions list **Action: Cllr Sage**
	4. **Bledlow Cross:** remain on outstanding actions list **Action: Cllr Sage**
	5. **Extending Burial Ground:** Cllr Cox informed the meeting he had taken the new Clerk around the churchyards. Cllr Reading questioned who owned the land. Clerk to find previous correspondence on this matter. **Action: Clerk**
	6. **School Zig Zags, Chinnor Road:** Cllr Sage advised the comments were out of date. Talks with the school had taken place. Cllr Etholen informed the meeting that money had been provided to the school for the movable bollard, Cllr Sage responded that he hadn’t seen it yet. Cllr Sage is in support of the Zig Zags as it means cars are unable to park and cars are still able to pass.

Cllr Reading stated that this could be a LAF funded project. Cllr Etholen advised that there was a meeting on the 27th June 2019 to which Cllr Reading confirmed he would attend.

 **Action: Cllr Reading**

* 1. **Bledlow Churchyard Wall:** Cllr Breese had sent photos and requested meetings in order to obtain quotes. Clerk to revive. **Action: Clerk**
	2. **Parish Maintenance Working Group:** Cllr Sage confirmed this was to be removed from outstanding actions as now comes under Devolved Services.
	3. **Planning Enforcement Meeting:** Cllr Reading to arrange a meeting with Penelope Tollett

**Action: Cllr Reading**

* 1. **Creation of Parish Council Email Addresses:** This was discussed and was decided it would be left on the actions list. **Action: Clerk**
	2. **Access to Land Registry:** Cllr Cox believes we should pay a fee so that the clerk can access the land registry as and when required. **Action: Clerk**
	3. **Update Financial Regulation:** It was noted that this action referred to the additional provision to the Financial Regulations (proposed by the chairman and unanimously agreed at a previous meeting) regarding payment of invoices for services provided to third parties.  The clerk would check and confirm (or not as the case may be) that the current version of the Financial Regulations, as published on the parish council web site, incorporated the new provision **Action: Clerk**
1. **Broadband**

S Breese confirmed the faculty is going ahead, the Parish Council and Clerk have confirmed. Cllr Reading raised some concerns regarding potential late payments which happened previously. Cllr Reading to check wording for commission. **Action: Cllr Reading**

Cllr Breese informed the meeting that there could be potential not spots and discussed that if properties were unable to receive the broadband then there is the potential to use a directional aerial in order to receive 4g.

1. **Devolved Services Working Group**
	1. **Meadow Styles:** Cllr Cox advised that Bledlow Ridge Cricket Club had offered to mow Meadow Styles every fortnight at a cost of £80 per month although this would not include strimming around the equipment as he does not own a strimmer. Cllr Breese stated that maybe the Cricket Club could apply for a grant to buy a strimmer. Cllr Lord questioned the security of storing equipment at the Cricket Club. Cllr Sage suggested that he could discuss this with the parent’s group to see if any of them could assist with the strimming. It was agreed to accept the proposal from Bledlow Ridge Cricket Club for this season.
	2. **Bledlow Churchyard:** Grass cutting had taken place at Bledlow Churchyard by Manor Estates. Cllr Breese informed the meeting that around the back the grass had not been collected up and Cllr Cox stated there was some tree debris which needs to be removed. Clerk to contact Manors Estates to rectify these issues. **Action: Clerk**

Castle and Cllr Reading proposed that we approve / formalise the contracts with Manor Estates at the next meeting.

* 1. **West Lane:** Cllr Reading unfortunately doesn’t know the answer to this as its not devolved services and that it had previously been carried out by Carrington Estates however, the clerk had contacted them and were unable to assist this year. Cllr Cox informed the meeting that Jason Green could mow with his tractor and it could be flailed by Jason. Cllr Sage agreed this would work as an interim measure.
	2. **Footpath:** Cllr T Lord raised the email from June in her absence regarding the footpath behind Nigel’s house. Cllr P Castle confirmed that it is overgrown but is passable. Cllr Cox confirmed that the land is owned by John Langland however, there is a right way of way so the Parish Council is responsible under devolved services. Cllr A Sage suggested we ask Manor Estates to quote for footpaths in question.
1. **Planning Matters**

Current applications were discussed

* 1. **Land Between the Orchards and Crofters:** This has been approved by WDC. Cllr Sage to draft a letter as their response didn’t address the issue.
1. **Budget**

All accounts and cheque books have now been received from the previous clerk. Cllr P Castle to carry out bank reconciliation. It was confirmed that the budget had been confirmed in the January Meeting.

1. **Grants**

**Defibrillator:** Cllr Cox has provided Bledlow Cricket Club with further information including details of the Defibrillator working group. All councillors are in agreement that this is a good idea and valuable resource. This will remain on the agenda for the next meeting whilst we await further detail including the grant amount from Bledlow Cricket Club.

1. **Authorisation of payments**

The following payments were submitted for approval:

* 1. Cllr Reading informed the meeting that there had been issues with the TBS Payment so in order to clear the balance he had to pay via his own personal card
	2. Cllr Reading questioned who D.A. Fane was, the clerk informed him it was for the payroll of the clerk.
	3. Payment for the previous clerk was discussed and whether this was due as she had handed in her notice in February. It was decided that this payment would be withheld until Cllr P Castle had carried out the bank reconciliation.
	4. The clerk asked the Councillors if it was okay to get £85 of John Lewis vouchers for the Internal Auditor as a thank you. This was agreed. **Action: Clerk**
	5. All payments approved, proposed by Cllr Breese and seconded by Cllr Sage. Payment for 11.3 (Jocelyn Cay Salary and Expenses) approved but should be held pending confirmation by Cllr Castle to the Chairman that this sum is due one he has completed his bank reconciliation.
	6. The clerk presented the Accounting Statements for signature by Cllr Reading. It was noted that, whilst it had not been possible to perform a bank reconciliation for several months, the internal audit had been successfully carried out and signed off without qualification, and that accordingly signing the statements as presented was justified
1. **Correspondence**
	1. **A4010**: Cllr Ethelon informed the meeting that funding had been secured from HS2. Cllr Cox responded that we had not been involved. Cllr Cox stated that there was barely anything in the parish and we had been excluded from this. Cllr Blackwell stated that he felt that he had been shot down when raising this. Cllr Reading to draft a letter. **Action: Cllr Reading**
	2. **Street Signs**: Cllr Sage raised an amendment to Bledlow Village signs as they currently read “We’re better than you and we know it”
	3. Cllr Reading informed the meeting that he had received a call from developers regarding Molins and a retirement village. The general consensus of the meeting seemed fairly neutral and that an eyesore would be cleared. Cllr Sage, Cllr Lord and Cllr Reading to meet with the developers and discuss.
	4. **Speedwatch**: Cllr Lord confirmed that Speedwatch was going well and a number of vehicles had been caught speeding some of which more than once however, more volunteers are required. Cllr Cox has details of someone who may be interested and will forward them to Cllr Lord.
2. **Next meeting**

It was confirmed that the next meeting will be held at Bledlow Village Hall on Thursday 4th July 2019 starting at 7.30pm.

**Signed…………………………………………….. Date…………………………………………..**