



BLEDLOW-CUM-SAUNDERTON PARISH COUNCIL

Minutes of the Parish Council Meeting held via Zoom on
Thursday 7th May 2020 at 7.30pm

**Present: Councillors, J Butler, N Cox, A Sage, P Castle, S Breese, S Bird, M Blackwell
S Reading (Chair) and A Lord (Vice Chairperson)
Clerk: Tracey Martin
Councillor Carl Etholen
Three members of the public present**

The meeting was conducted pursuant to the provisions of the Council's Standing Orders as modified by the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

1. **Apologies for absence:** None
2. **Dispensations:** None.
3. **To approve the minutes of the meeting held on Thursday 16th April 2020.**
It was agreed by those councillors present that the minutes of the meeting held on 16th April 2020 where a true and accurate account of the meeting.
The minutes were approved following a proposal by Cllr Castle and seconded by Cllr Bird.
The minutes will be formally signed (wet signature) when the current Covid19 lockdown constraints are lifted.
4. **Outstanding Actions**
 - 4.1. **Installation of new bins in the Parish:** No progress has been made. **Action: Clerk**
 - 4.2. **Verge Gardening:** Prepared post will be published on Facebook when Lockdown is over. **Action: Clerk**
 - 4.3. **Print and Bind Neighbourhood Plan:** These have now been received. Cllr Sage and Cllr Cox have requested a copy. Clerk to deliver **Action: Clerk.**
 - 4.4. **GDPR:** Clerk reported that she had sent a draft to Cllr Reading to review. **Action: Cllr Reading**
 - 4.5. **Bledlow Cross:** No progress. **Action Cllr Sage**
 - 4.6. **Parking Solutions Saunderton:** Cllr Etholen reported that PID costings have been requested.
 - 4.7. **Extending Saunderton Burial Ground:** Ongoing **Action: Clerk**
 - 4.8. **Parking Solutions - Bledlow Ridge School, Chinnor Road:** There will be no action on this until the new Community Hubs are formed.
5. **Speedwatch:** Cllr Lord reported that he had received confirmation that the insurance would not be valid if Speedwatch was to continue following confirmation to halt it whilst the lockdown is in place. It was agreed to remove Speedwatch from the agenda until the lockdown is over.
6. **Covid-19 Support Group Update:** Cllr Breese reported that the Support Group is running well and the Risborough Basket is expanding to reach Bledlow Ridge. Cllr Castle stated that the Support Group is well within budget and Cllr Reading thanked Cllr Breese and the Clerk for their efforts.
7. **Devolved Services & Parish Maintenance:**
 - 7.1. The clerk reported that there will be a quote at the next meeting for some additional work at Meadow Styles to install an edging around the sandpit and also some additional matting at the entrance gate.
 - 7.2. Cllr Breese reported that the pointing work on the wall at Holy Trinity Church had been completed.
8. **Applications for Grants:**
 - 8.1. **The County Store – Signage and Awning:** A representative was in attendance at the meeting as unfortunately the tenant of The County Store had been unable to get online. Initially this request had been discussed informally at the Parish Council meeting in December and it had been agreed to write to the landlords to ask them to assist with the works required for The County Store, the response had been that the lease is a Full Repairing Lease so responsibility for repairs fall to the

tenant. 8pm: The meeting broke for 5 minutes in order for everyone involved to take part in the Clap for the NHS and keyworkers.

The Parish Council agreed that it would be good to view the lease to fully understand what it includes. Cllr Lord to ask the tenant if the Parish Council can view a copy. **Action: Cllr Lord**
After further discussions it was agreed to approve the quote of £2751.40 provided by Signs Express
A vote took place with 8 Councillors for the grant application and 1 Councillor abstaining.

- 8.2. **Bledlow Ridge Cricket Club** – The Clerk reported that she had received an email from the Chairman of Bledlow Ridge Cricket Club asking if the Parish Council would consider a grant to fell some dangerous trees around the perimeter. Cllr Reading asked Councillors if anybody would not support a formal application at the next meeting. All Councillors were in support. Clerk to respond to the Chairman asking him to provide three quotes. **Action: Clerk**

9. **Household Waste Recycling Centre:**

Motion: To consider and agree whether this Parish Council wish to withdraw its objection to the planning application relating to re-opening the HRC

- 9.1 Cllrs Lord, Sage, Bird and Breese reported on a meeting they held with the directors of the CIC. Good progress was made and it has been agreed that this group will meet the week before subsequent meetings of the Parish Council until the Parish Council nominates a Director to the CIC and appoints a representative to the HRC Action Group.
- 9.2 The Directors of the CIC gave assurances that the current planning application related only to the processing of household waste on the existing ½ acre site of the existing Household Waste Recycling Centre which would be operated substantially as it was before it closed. Specifically, the CIC would not take over the broader area of the disused rubbish tip. They also explained that any future changes to the site such as the possible installation of a weighbridge would require another planning application. The Directors of the CIC further drew the Cllrs attention to the many conditions in the planning officer's report on the application, and at no point indicated that they would resist these conditions.
- 9.3 During subsequent discussions it was agreed by a majority decision to withdraw the Parish Council's objections to the Household Waste Recycling Centre as the schedule of nine conditions would address many of the Parish Council's reservations about the scheme.
- 9.4 Cllr Breese proposed the motion and Cllr Bird seconded. A vote was taken with 6 Councillors in favour, 2 Councillors against and 1 Councillor abstaining. Cllr Castle requested it be put on record that he voted against the motion whilst there is a possibility of commercial waste.
- Motion: To appoint the Parish Council's representative on the HRC Action Group and nomination for CIC Director.
- 9.1. Cllr Lord stated that this motion would be deferred to allow time to find a suitable person. Cllr Castle raised a concern that being a member is not the same as a Director. Cllr Sage responded that the Articles of Association state that all members are Director but that further clarification is required from the CIC Directors. It was agreed that the motion would read: *Pursue Invite of CIC Directors to nominate a Director to the Board.* Cllr Lord proposed and Cllr Breese seconded with no Councillors abstaining.

10. **Planning Matters:** Planning applications were discussed and comments made.

11. **Planning Enforcement:** Cllr Breese stated that this will be deferred until physical meetings can take place as he would like to arrange for an onsite meeting with a conservation officer.

12. **Authorisation of Payments:** The following payments were submitted for approval:

Payments for approval at May 2020 Meeting						
Cheque No	Inv No	Payee	Description	Net Amount	VAT	Amount
						£0.00
		Bledlow-cum-Saunderton Parish	Reinstate Balance to £1k and to make payments to Bucks CC, G Spratt, & BALC x 2 as per below	£1,819.90		£1,819.90
	1793	BALC	Annual Subs	£409.39		£409.39
	2202001108	Buckinghamshire County Council	Match Funding LAF - Saunderton Vale Parking Scheme	£760.08		£760.08
	11	G Spratt	Trimming around tree Fords Close, cutting Ivy from tree at the Crest	£120.00		£120.00
	1969	BAIC	Common Land & Village Greens Training for Nigel Cox 12/08/2020	£113.78		£113.78
		Tracey Martin	Additional salary Covid19	£71.89		£71.89
	340	JG Restorations	Restoration work to boundary wall at Holy Trinity Church Bledlow - VAT No: 104539435	£5,814.04	£1,162.81	£6,976.85
						£0.00
						£0.00
						£0.00
		Total		£9,109.08	£1,162.81	£10,271.89
		Tracey Martin Expenses				
			Net	VAT	Total	
					£	-
					£	-
			£	-	£	-
Lloyds Bank Account Spend						
Date	Invoice No:	Payee	Description	Net Amount	VAT	Amount
02/04/2020		Adlam Repro	Printing of flyers for support group	£71.40		£71.40
02/04/2020		Ian Darkins	Hearing Dogs Bus Shelter Repairs	£166.60		£166.60
03/04/2020		Ebay	100 x 50ml Bottles for hand sanitiser dispensing	£79.80		£79.80
06/04/2020	153777/153894	TBS Hygiene	Bin Emptying Feb and March 2020	£74.40	£14.88	£89.28
06/04/2020		D A Fane	Payroll for 2019 / 2020	£125.00		£125.00
16/04/2020		Susanne Smith	Hand sanitiser and gloves for shop	£131.96		£131.96
21/04/2020	CS2524078574	McAfee	Laptop protection	£58.33	£11.66	£69.99
21/04/2020	DPV-206625	Digital Printing.co.uk	Printing and binding neighborhood plan	£112.40		£112.40
27/04/2020		ICO	Data Protection Annual Fee	£40.00		£40.00
27/04/2020		Zoom	Monthly Subscription	£11.99	£2.40	£14.39
15/04/2020		Giff Gaff	Top up of mobile phone	£6.00		£6.00
		Total		£859.89	£26.54	£886.43
Standing Orders						
Date	Invoice No:	Payee	Description	Net Amount	VAT	Amount
10/04/2020		Tracey Martin	Salary February	£479.17		£479.17
10/04/2020		Tracey Martin	IT Allowance	£10.00		£10.00
						£0.00
		Total		£489.17	£0.00	£489.17
Direct Debits						
Date	Invoice No:	Payee	Description	Net Amount	VAT	Amount
04/04/2020	203021122303	1&1	Basic Fee	£19.99	£4.00	£23.99
07/04/2020	203021156611	1&1	basic Fee	£14.93	£2.99	£17.92
						£0.00
		Total		£34.92	£6.99	£41.91

All payments were approved following a proposal by Cllr Castle and seconded by Cllr Sage.

13. **Annual Return 2019 / 2020 / Year End Financial Statement:** Clerk referred to the previously circulated Annual Return and Year End Financial Statement. Cllr Reading proposed and Cllr Sage second. Cllr Castle stated that the annual return should show pence so the figures are not rounded up.

14. **Correspondence, reports and issues from Councillors and Clerk:**

- 14.1. Cllr Castle reported that he had carried out the bank reconciliation for the final quarter and everything was in order.
- 14.2. Cllr Castle referred to the previously circulated draft amended Standing Orders which would remain unchanged but would include a statement on the front cover and the changes being

reflected in the schedule. Cllr Castle asked for Councillors comments, all Councillors were happy with the amendments and a formal motion will take place at the next meeting.

- 14.3. Cllr Etholen reported that he had received a phone call regarding some contractors on Smalldean Lane as the Contractor had no traffic management system in place. Cllr Etholen contacted the necessary people and work was halted.
- 14.4. Cllr Etholen reported that TfB management will be closed 3rd to 28th August.
- 14.5. Cllr Lord asked the Clerk if she is to send an updated meeting pack to name it as version 2 and Cllr Sage asked for the Zoom invite to be included on the email if an updated pack is sent through.

15. **Members of the Public Invited to Speak:** A member of the Working Group for Meadow Styles who was present thanked PA Spittles for the work carried out in the playground. They also raised a concern with the sand merging into the grass. Clerk responded that she has requested a quote for some edging.

16. **Next meeting:** It was confirmed that the next meeting will be held via Zoom on Thursday 4th June 2020 starting at 7.30pm.

Meeting closed at 9.15pm

Signed.....

Date.....