



# BLEDLow-CUM-SAUNDERTON PARISH COUNCIL

Minutes of the Parish Council Meeting held via Zoom on  
Thursday 4<sup>th</sup> June 2020 at 7.30pm

**Present: Councillors: N Cox, A Sage, S Breese, S Bird, M Blackwell  
S Reading (Chair) and A Lord (Vice Chairperson)  
Clerk: Tracey Martin  
Councillor: Carl Etholen and Shade Adoh  
Seven 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

Cllr Reading opened the meeting but proposing an amendment to the running order stating that agenda items 1-6 would be taken, then 12-15 and the remaining items in turn to ensure that all necessary items are covered.

1. **Apologies for absence:** Cllr June Butler
2. **Dispensations:** None.

Cllr Reading took this opportunity to inform the meeting that Cllr Paul Castle has stood down as Parish Councillor. Cllr Reading stated that a casual vacancy notice for Saunderton Ward will be advertised.

3. **To approve the minutes of the meeting held on Thursday 7<sup>th</sup> May 2020.**

It was agreed by those councillors present that the minutes of the meeting held on 7<sup>th</sup> May 2020 where a true and accurate account of the meeting.

The minutes were approved following a proposal by Cllr Lord and seconded by Cllr Bird.

The minutes will be formally signed (wet signature) when the current Covid19 lockdown constraints are lifted.

4. **Motion:** *To consider and if thought fit to approve and adopt new (Covid-19) Standing Orders in the form presented to the meeting and to be initialled by the Chairman for the purposed of identification, and to publish the document as definitive and prevailing.*

Cllr Reading stated that Cllr Castle had applied an appendix which suspended or changed the previous Standing Orders which will make for an easier process when we revert back. Cllr Lord proposed the motion and Cllr Reading seconded.

5. **Motion:** *To consider and if thought fit to approve and adopt new Privacy Policy.*

Cllr Reading informed the meeting that a BALC template had been used that the policy had also been reviewed by an external solicitor. Cllr Reading proposed the motion and Cllr Bird seconded.

6. **Outstanding Actions**

- 6.1. **Installation of new bins in the Parish:** No progress has been made. **Action: Clerk**
- 6.2. **Verge Gardening:** Prepared post will be published on Facebook when Lockdown is over.  
**Action: Clerk**
- 6.3. **GDPR:** Clerk to draft a Data Protection Policy.  
**Action: Cllr Clerk**
- 6.4. **Liase with Princes Risborough & Chinnor regarding a potential new halt on the line at Bledlow:** Cllr Cox reported that there had been no progress due to lockdown. Cllr Reading reported that an email had been received from Princes Risborough and Chinnor railway asking if the Parish Council would support a bid to extend the line. Cllr Reading added that nothing had been asked of the Parish Council at this stage apart from its support and the clerk had responded that the Parish Council would be in favour.
- 6.5. **Parking Solutions Saunderton:** Cllr Etholen reported that this is progressing.
- 6.6. **Bledlow Cross:** No progress whilst in lockdown. **Action Cllr Sage**
- 6.7. **Extending Saunderton Burial Ground:** Ongoing **Action: Clerk**
- 6.8. **Parking Solutions - Bledlow Ridge School, Chinnor Road:** Clerk reported that once the Community Boards are up and running this will be progressed.

7. **Planning:** Cllr Reading outlined the way that planning applications are reviewed by the Parish Council and stated that the Parish Council can only offer its opinion but the ultimate decision is that of the Planning Authority.
- 7.1. 20/06093/FUL – Barn at Rear of Little Acorns Chinnor Road. The Parish Council has objected to this application.
  - 7.2. 20/06158/FUL – OS Parcel 5382 Chinnor Road. The Parish Council has yet to make a decision on this application. Members of the public were in attendance and provided further information on this application.
  - 7.3. 20/06088/FUL – Hurley, Deansfield Close, Saunderton. The Parish Council has no objections to this application.
  - 7.4. 20/06065/ FUL – North Cottage, Chinnor Road. The Parish Council will be submitting an objection to this application as it was substantially extended in 2012.
  - 7.5. 20/06054/FUL – 10 Haw Lane, Bledlow Ridge. The Parish Council will be submitting an objection to this application as it was previously refused in 2004.

Applications which have been decided:

- 7.6. 20/05317/FUL – Glentoran, 49 Haw Lane, Bledlow Ridge. The Parish Council objected to this application but the application was permitted.
- 7.7. 20/05377/FUL – 53 Saunderton Vale, Saunderton. The Parish Council had no objections to this application and the application was permitted.
- 7.8. 20/05848/FUL & 20/05849/LBC – Routs Green Farm. The Parish Council objected to this application and the application was refused.

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

Payments for approval at June 2020 Meeting						
Cheque No	Inv No	Payee	Description	Net Amount	VAT	Amount
		Bledlow-cum-Saunderton Parish	Reinstate Balance & Payment of G Spratt x 2, PRTC, Ernest G Newhouse (highlighted)			£1,113.05
18		G Spratt	First cut end April Grass cutting Bledlow & Churchyard, grass cutting meadow styles	£180.00		£180.00
	12080	Princes Risborough Town Council	Grass cutting 5th May 2020	£210.00	£42.00	£252.00
	A/20/4	Ernest G Newhouse	Internal Audit year ending March 2020	£350.00		£350.00
22		G Spratt	Mid May - Grass cutting Bledlow & Churchyard, grass cutting meadow styles	£180.00		£180.00
	Grant	Niran Limited	Grant for awning County Store	£2,751.40		£2,751.40
	3545	PA Spittles	Maintenance & repair work at Meadow Styles	£2,270.00	£454.00	£2,724.00
						£0.00
						£0.00
		<b>Total</b>		<b>£5,941.40</b>	<b>£496.00</b>	<b>£7,550.45</b>

Lloyds Bank Account Spend						
Date	Invoice No:	Payee	Description	Net Amount	VAT	Amount
						£0.00
14/05/2020	1969	BALC	Common Land & Village Green Course	£113.78		£113.78
14/05/2020	2202001108	Bucks CC	Saunderton Vale Parking LAF	£760.08		£760.08
14/05/2020	11	G Spratt	Cutting around tree at Crest and Fords Close	£120.00		£120.00
14/05/2020	27/11/1904	BALC	Annual Subs	£409.39		£409.39
15/05/2020		GiffGaff	Mobile phone top up	£6.00		£6.00
20/05/2020		Zoom	Monthly Subscription	£11.99	£2.40	£14.39
26/05/2020		Dropbox	Annual subscription	£95.88		£95.88
						£0.00
						£0.00
						£0.00
		<b>Total</b>		<b>£1,517.12</b>	<b>£2.40</b>	<b>£1,519.52</b>

Standing Orders						
Date	Invoice No:	Payee	Description	Net Amount	VAT	Amount
10/05/2020		Tracey Martin	Salary May	£479.17		£479.17
10/05/2020		Tracey Martin	IT Allowance	£10.00		£10.00
						£0.00
		<b>Total</b>		<b>£489.17</b>	<b>£0.00</b>	<b>£489.17</b>

  

Direct Debits						
Date	Invoice No:	Payee	Description	Net Amount	VAT	Amount
04/05/2020	203021482073	1&1	Basic Fee	£19.99	£4.00	£23.99
07/05/2020	203021517341	1&1	Basic Fee	£8.99	£1.80	£10.79
						£0.00
		<b>Total</b>		<b>£28.98</b>	<b>£5.80</b>	<b>£34.78</b>

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

9. **Internal Audit Report:** Cllr Reading reported to the previously circulated Internal Auditor's report and stated that it was reassuring that everything was in good order. There had been a couple of minor recommendations and also a concern with the size of the reserves. Cllr Reading reported that there are a number of projects in the pipeline including extending the burial ground.
  - 9.1. Cllr Sage asked who would be replacing Cllr Castle in carrying out the bank reconciliations. Cllr Cox volunteered and will liaise with Cllr Castle. **Action: Cllr Cox**
  - 9.2. Cllr Sage asked about the recommendation by the Internal Auditor to use proprietary software specifically designed for Parish Councils. It was agreed that it was worth looking into this. Clerk to obtain quotes. **Action: Clerk**
  - 9.3. Cllr Breese questioned what would happen if the clerk was unable to work. Cllr Breese suggested a reciprocal arrangement with a local Parish Council, possibly little Kimble. Clerk to make enquiries and report back. **Action: Clerk**
  
10. **Annual Return 2019 / 2020 and Annual Governance and Accountability Return Statement:**
  - 10.1. Cllr Reading read aloud the Annual Governance Statements and it was agreed that the Parish Council could answer yes to all questions.
  - 10.2. The Accounting Statements 2019 / 2020 were reviewed and it was agreed that the figures were an accurate record. Due to the meeting being virtual the clerk will obtain a wet signature from the Chair in due course.
  
11. **Minute Format and Content:** Discussions were had on our how the Parish Councils minutes are presented and whether they should just show motions and decisions or whether they should also include what was discussed. Cllr Reading and Cllr Lord to look into and discuss further. **Action: Cllr Reading & Cllr Lord**
  
12. **Covid-19 Update:** Cllr Breese reported that an updated broadcast had been sent to subscribers, that the Risborough Basket is continuing and that everything is running smoothly.
  
13. **Devolved Services and Parish Maintenance:** The Clerk referred to the previously circulated quote from PA Spittles to supply and fit a board around the sandpit and also additional matting by the entry gate at Meadow Styles. This is in addition to the work that PA Spittles have just completed. All councillors were in approval of the work at a cost of £805 + VAT.
  
14. **Applications for Grants:**
  - 14.1. **Bledlow WI. Cleaning of Millennium Bench:** Cllr Reading stated that following discussions with Cllr Cox as this bench is an asset of the Parish Council, we would be unable to give a grant but could undertake the work ourselves. Clerk to speak to the WI to find out who their preferred supplier was from the quotes they provided. **Action: Clerk**
  - 14.2. **Bledlow Ridge Cricket Club – Felling of Trees:** Discussions were had and it was agreed that as the work required is maintenance it would not fall under the category of a grant but if the Parish Council were in agreement we could take on the work under Parish Maintenance as the Cricket Club is a village asset. A representative of the Cricket Club was in attendance and stated that he favoured the quote from Ken Hanson. Cllr Reading stated that the Parish Council would be happy to proceed with the recommendation. The representative to discuss the proposal with the Cricket Club committee and respond to Cllr Reading.

**15. Household Waste Recycling Centre:**

- 15.1. Cllr Reading opened the discussion stating that this item should have been to discuss the invitation to appoint a CIC representative however, this would be deferred. Cllr Lord added that the Parish Council is still awaiting a formal invitation from the CIC for the Parish Council to appointment a member or director as the Parish Council will be going outside of the Parish Council, we need know what we are asking people to stand for.
- 15.2. Cllr Reading referred to an email that had been received questioning the legality of the May Parish Council Meeting and how he felt that this communication was unhelpful and untrue and is a disservice to those who have worked hard to keep things running.
- 15.3. Members of the public were present and an opinion was expressed that what is proposed is not a like for like reopening and that the facility is getting planning permission which will run with the land as the CIC may not be able to control what happens in the future so the board position may be of very little weight. It was highlighted to members of the public that the Parish Council has to make decisions for all 3 wards which include Saunderton, Bledlow Ridge and Bledlow.
- 15.4. A councillor highlighted that the Parish Council could look to have permissions lodged with the CIC, so if the CIC finds its not financially viable, we are not left with a site which has planning permission but the Parish Council wouldn't have a say.

16. **Speedwatch:** Cllr Lord referred to a previously circulated report where 3 commercial vehicles were caught travelling +40mph and asked whether the Parish Council should be writing to these companies. Discussions were had and it was agreed to write a letter to Asda and Ocado, due to data protection registrations numbers would not be supplied unless they were requested. Cllr Lord to draft a letter.

**Action: Cllr Lord**

17. **Buckinghamshire Council Rescinding Planning Powers:** Cllr Reading referred to communications from Buckinghamshire Council which stated that the calling in process for planning applications is being removed. Discussions were had and it was agreed that Cllr Reading would construct a letter and make contact with Wycombe District Association of Local Councillors on this matter. **Action: Cllr Reading**

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

- 18.1. Cllr Sage reported that a coach had turned up at Meadow Styles Playground removed the do not enter signs and used the playground. It was agreed to purchase and install some combination locks. **Action: Cllr Cox**
- 18.2. Cllr Lord reported an issue with red kites in the area, a post to be put on Facebook to inform residents not to feed them. Cllr Breese suggested it is also added to Parish magazines when they resume operating. **Action: Clerk**
- 18.3. Cllr Reading informed the meeting that the bid for the HS2 Road Safety bid is making progress.
- 18.4. A member of the public who is looking into the closure of a public road at Lydebrook, North Mill Road was present to update the Parish Council. It was reported that the alternative route that residents are having to use is completely inappropriate. An update from Buckinghamshire Council is expected by the end of the month.

19. **Next meeting:** It was confirmed that the next meeting will be held via Zoom on Thursday 2<sup>nd</sup> July 2020 starting at 7.30pm.

Meeting closed at 9.25pm

**Signed**.....

**Date**.....