



BLEDLow-CUM-SAUNDERTON PARISH COUNCIL

Minutes of the Parish Council Meeting held via Zoom on
Thursday 2nd July 2020 at 7.30pm

Present: Councillors: N Cox, A Sage, S Breese, S Bird, M Blackwell, J Butler, D Dobson (co-opted in at agenda item 4) S Reading (Chair) and A Lord (Vice Chair)
Clerk: Tracey Martin
Councillor: Carl Etholen and Shade Adoh
Six 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 4th June 2020.**

It was agreed by those councillors present that the minutes of the meeting held on 4th June 2020 were a true and accurate account of the meeting.

The minutes were approved following a proposal by Cllr Cox and seconded by Cllr Blackwell.

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

4. **Co-option of Saunderton Ward Councillor:**

Cllr Reading introduced David Dobson to the meeting, David stated that he had lived in Saunderton for 35 years and is currently retired. David currently volunteers for the Chinnor and Princes Risborough Railway. All councillors were in agreement to co-opt David to the Parish Council.

5. **Approval of Clerk's Salary:** It was agreed to defer this item to the August to allow the Clerk's salary to be discussed in a closed meeting.

6. **Members of the Public Invited to Speak:**

- 6.1. Two of the members of the public were in attendance to discuss the CIC / Bledlow Ridge Household Waste Recycling Centre, requests were made for copies of minutes from the CIC. Cllr Butler requested that the members of the public contact the CIC direct if they require information relating to the CIC. Discussions were also had on agenda item 12.
- 6.2. Representatives for TNBL were present at the meeting and provided background information on the grant request. Cllr Cox declared an interest as he is a Director of TNBL and will be abstaining from voting. Cllr Reading asked Councillors if they were happy to deal with agenda item 10 at this point, Councillors were in agreement. Cllr Etholen suggested that TNBL could approach The Local Enterprise Partnership as they hold Bucks Investment Fund and also to contact the North West Chilterns Community Board who may be able to help. Discussions were had on the mechanisms in which the Parish Council could provide financial support. It was agreed that Councillors in principle would like to support TNBL however, it needs to be clarified whether TNBL has been registered as a Community Asset and also how the Parish Council can fund the application whether it be through a grant or CIL.
- 6.3. It was agreed that the Parish Council would like to have General Powers of Competence, this would require the clerk to have completed CILCA course. Clerk to look into costings and report back to the Parish Council.
Action: Clerk

7. **Outstanding Actions**

- 7.1. **Installation of new bins in the Parish:** No progress has been made. **Action: Clerk**
- 7.2. **Verge Gardening:** Post published on Facebook 16/06/20, action completed.
- 7.3. **GDPR:** Data Protection Policy drafted, now with lawyer awaiting his feedback. **Action: Clerk**
- 7.4. **Accounting Software:** The Clerk reported that she has a couple of trials set up for next week so should have an update at the next meeting.
Action: Clerk

- 7.5. **Liaise with Princes Risborough & Chinnor regarding a potential new halt on the line at Bledlow:** Cllr Breese and Cllr Dobson to discuss this. **Action: Cllr Breese & Cllr Dobson**
- 7.6. **Parking Solutions Saunderton:** Cllr Etholen reported that there had been no progress.
- 7.7. **Bledlow Cross:** No progress whilst in lockdown. **Action Cllr Sage**
- 7.8. **Extending Saunderton Burial Ground:** Ongoing **Action: Clerk**
- 7.9. **Parking Solutions - Bledlow Ridge School, Chinnor Road:** Cllr Lord asked if there was still a need for this and that it should be discussed with the school. The new Community Board meeting is on the 9th July and an update has been requested.
- 7.10. **Meeting Format and Minute Content:** No progress **Action: Cllr Reading / Cllr Lord**
- 7.11. Cllr Reading requested that **“Bid for HS2 Road Safety Funding”** be added to Outstanding Actions and stated that it is 90% prepared and Cllr Reading will circulate for review when completed. **Action: Cllr Reading**
8. **Covid-19 Support Group:**
- 8.1. Cllr Breese reported that the Support group is running smoothly and that the Risborough Basket is no longer offering Fruit and Vegetable deliveries. The group will continue to run in case there is a spike.
9. **Devolved Services and Parish Maintenance:**
- 9.1. **Approval of quotes for cleaning of the Village Hall Millennium Bench:** Discussions were had on the quotes which had been circulated and it was agreed to proceed with the quote from With the Grain Wood Furniture at a cost of £300.
- 9.2. Cllr Cox raised a concern that as the Village Halls had been closed due to Covid-19 they had received no income and whether the Parish Council could roll over the £2k that had been budgeted for Village Halls. It was discussed and agreed that the budget could not be rolled over but the budget could be doubled. Motion to be added to August agenda. **Action: Cllr Cox**
10. **Applications for Grants:**
- 10.1. **Bledlow Ridge Cricket Club – Security for Car Park:** Cllr Reading stated that this isn't for the Cricket Club but is about Meadow Styles and the assets within the field. Cllr Reading added that concrete filled oil drums had been installed and the Cricket Club have asked for a contribution of one third of the total cost of £955, Parish Council contribution £318. Discussions were had and two councillors felt that a permanent barrier should have been installed and that they are not sufficient to stop vehicles entering. A vote was taken and five councillors were in favour with one Councillor abstaining from the vote.
11. **Planning Matters:**
- New Planning Applications:
- 11.1. 20/06351/FUL - Southfield Farm Chinnor: The Parish Council has objected to this application.
- 11.2. 20/05947/FUL – The Garage Adjacent to The Barn Cottage, West Lane: The Parish Council has no objection to this application
- 11.3. 20/06376/FUL – Oakleigh Chapel Lane: The Parish Council is yet to make a decision on this application. Members of the public who was presented highlighted that this was not eating further into land.
- 11.4. 19/06805/FUL & 19/06806/LBC –The Old House Forty Green: The Parish has objected to this application.
- 11.5. 20/06509/FUL- Yew Tree Cottage, Church End: The Parish Council has no objection to this application.
- 11.6. 20/06512/FUL – Bay Tree House, Chinnor Road: The Parish Council has no objection to this application.
- Planning Applications which have been decided:
- 11.7. 20/05933/VCDN – Manor Farm, Lee Road: The Parish Council had no objection to this application and the application was permitted.
- 11.8. 19/07146/FUL – Corham Stables, Sandpit Lane: The Parish Council had no objection to this application and the application was permitted.
- 11.9. 20/05882/PNP6A – Land Corner of Lee Road and Upper Icknield Way: Application was refused the Parish Council did not submit a comment.
12. **Discuss and if thought fit approve for the Parish Council to provide indemnity insurance for any Councillor or co-opted member of the public who is appointed by vote of the Parish Council to any company or organisation.**
- 12.1. Discussions were had on indemnifying Councillors against any costs incurred defending actions

taken by Councillors on behalf of the Parish Council when acting in good faith. Costs could be funded from reserves or the Parish Council could take out insurance. All Councillors were in agreement with this motion.

13. The Village Shop:

- 13.1. Cllr Cox reported that the lease had been seen for The Country Store and it confirms what the landlord had previously advised that it is a Full Repairing Lease meaning the tenant is responsible for repairs.

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

Payments for approval at July 2020 Meeting						
Cheque No	Inv No	Payee	Description	Net Amount	VAT	Amount
		Bledlow-cum-Saunderton Parish Council		£105.07		£105.07
		Tracey Martin	Repayment of Tax deducted	£12.60		£12.60
		Bledlow Ridge Village Hall	Grant Application - Front Guttering and Downpipes replaced - approved at March Meeting - Work was substantially cheaper than the £1120+VAT which was approved as fascia boards were not replaced	£520.00		£520.00
						£0.00
						£0.00
		Total		£637.67	£0.00	£637.67
Lloyds Bank Account Spend July 2020 Meeting						
Date	Invoice No:	Payee	Description	Net Amount	VAT	Amount
05/06/2020		22 G Spratt	Grass cutting Meadow Styles, Saunderton & Bledlow Churchyard - Mid May	£180.00		£180.00
05/06/2020		18 G Spratt	Grass cutting Meadow Styles, Saunderton & Bledlow Churchyard - Beginning May	£180.00		£180.00
05/06/2020	A/20/4	Ernest Newhouse	Internal audit March 2020	£350.00		£350.00
05/06/2020	26/01/1933	Princes Risborough Town Council	Grass cutting 19/05/2020	£210.00	£42.00	£252.00
19/06/2020		Simple Online Pharmacy	Hand sanitiser for Covid19	£49.90		£49.90
22/06/2020		Zoom	Monthly Subscription	£14.39		£14.39
14/06/2020	n/a	giffgaff	Mobile monthly top up	£6.00		£6.00
						£0.00
						£0.00
						£0.00
		Total		£990.29	£42.00	£1,032.29
Standing Orders - July Meeting						
Date	Invoice No:	Payee	Description	Net Amount	VAT	Amount
10/06/2020		Tracey Martin	Salary June	£479.17		£479.17
10/06/2020		Tracey Martin	IT Allowance	£10.00		£10.00
						£0.00
		Total		£489.17	£0.00	£489.17
Direct Debits - July Meeting						
Date	Invoice No:	Payee	Description	Net Amount	VAT	Amount
04/06/2020	203021482073	1&1	Basic Fee	£19.99	£4.00	£23.99
07/06/2020	203021882421	1&1	Basic Fee	£8.99	£1.80	£10.79
						£0.00
		Total		£28.98	£5.80	£34.78

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

15. Correspondence, reports and issues from Councillors and Clerk:

- 15.1. The Clerk reported that there is an issue of Japanese Knotweed in Bledlow on the BSS/28/1. This is a footpath devolved to the Parish Council but as Japanese Knotweed is not listed in the schedule of duties the Parish Council is liaising with Devolved Services to see who is responsible.
- 15.2. Cllr Etholen reported that there was fly tipping in Wigans Lane which has been reported and added to the clearance list.
- 15.3. Cllr Lord asked on the status of the hedge at The Crest. It was discussed and agreed that Buckinghamshire Council are responsible for the hedge until it is cut back at the end of bird nesting

season and then handed over to the Parish Council. Cllr Lord reported that it is full brambles. Cllr Breese asked whether residents actually want a hedge in that location. Clerk to contact TfB to ensure that it is cut as soon as possible
Action: Clerk

- 15.4. Cllr Breese raised the issue of when physical meetings can take place and the plans going forward. Equipment will be required so those that are unable to attend physically can still participate in the meeting via Zoom including camera, microphone etc. It was agreed to make enquiries for equipment required as per the email sent by Cllr Breese but hold of buying anything until we received further guidance.
- 15.5. Cllr Blackwell reported that work on Saunderton Railway is taking place overnight and that there is also work being carried out on the Clare Building and the Coal Yard so a lot going on in Saunderton.
- 15.6. Cllr Blackwell reported that he'd had discussions with Martin Tett from Buckinghamshire Council regarding the cross roads outside the Golden Cross and the work that is being carried out. Cllr Etholen added that he had also had contact with Martin Tett regarding the A4010 which is in need of resurfacing from the Red Lion through to Crownfield. Martin Tett is looking at what can be done.
- 15.7. Cllr Bird reported on the relief road as its showing that the Culverton Link which we were hoping was going to be one of the first things to happen unfortunately looks like its going to be the last thing to happen. Cllr Breese added that the relief road phase 2 orange line which shows the road approaching from the far side of Longwick peters into a grey line and the question is whether traffic coming from Aylesbury will go through Shootacre Lane. Cllr Breese asked Cllr Etholen and Cllr Adohe for details of the phasing as drawings are unclear.
- 15.8. Cllr Reading stated that Meadow Styles playground is being reopened. Clerk reported that signs are being put up, bin emptying being reinstated and appropriate measures being put in place.
- 15.9. Cllr Butler reported that the Lydebrook issue is being progressed.
- 15.10. Cllr Sage stated that the Parish Council needs to put guidelines and a standard application procedure in place for grants and CIL money.
Action: Cllr Lord
Discussions were also had on the Clerk getting CILCA qualification. Clerk to look into prices and report back.
Action: Clerk
- 15.11. Cllr Cox reported an issue in Fords Close which had been brought to the Parish Councils attention. This is not an issue for the Parish Council but Cllr Cox has pointed the residents to the correct contacts.

16. **Next meeting:** It was confirmed that the next meeting will be held via Zoom on Thursday 6th August 2020 starting at 7.30pm.

Meeting closed at 9.40pm

Signed.....

Date.....