

# **CHEDDINGTON PARISH COUNCIL**

## **MINUTES OF THE MEETING HELD ON WEDNESDAY 2<sup>nd</sup> SEPTEMBER 2020 AT 7.00 pm AT THE VILLAGE HALL**

### **53/20 OPEN PUBLIC FORUM – 7.00pm – 7.30pm**

### **54/20 ATTENDANCE AND APOLOGIES**

Present - Cllr C. Fee in the Chair, Cllr D Bevan, Cllr D Finch, Cllr K Graham, Cllr T Richards, K. Oastler, Cllr T Daly and Roz Roberts, Clerk.

Cllr D Town

Cllr Jenkins

0 Members of the Public

#### ***Apologies:-***

Cllr Everton - holiday

Cllr Wight - holiday

### **55/20 DECLARATIONS OF INTEREST**

There were none.

### **56/20 APPROVAL OF MINUTES**

The Parish Council RESOLVED that the minutes of the meeting held on Wednesday 15<sup>th</sup> July 2020 should be accepted as a true record of the meeting and the minutes were duly signed by the Chairman.

### **57/20 TO RECEIVE ANY UPDATES FROM BUCKINGHAMSHIRE COUNCILLORS**

#### **Cllr D Town**

1. Initiative from Buckinghamshire Council in respect business recovery and the ways, going forward, how business can do things e.g. street trading.
2. Planning – Cllr Town advised those present about the changes to planning from Central Government and the new white paper detailing the Changes to Uses Classes with effect from 1 September 2020.
3. Clerk to forward an email she had received from BALC on the 7<sup>th</sup> September to Cllr Town and Cllr Jenkins detailing the Planning White Paper Summaries and web Links.
4. Cllr Town advised that the current S106 contributions received from new housing developments would be replaced by a CIL contribution. Any existing S106 agreements will continue.
5. Email from Mick Waterhouse, 97 High Street in respect of the state of pavements. Cllr Town had responded to Mr Waterhouse. Clerk asked to send details of her correspondence to Cllr Town.

#### **Cllr S Jenkins**

1. Cllr Jenkins had attended a Members briefing on Children going back to school. She would ask for the slides to be circulated to the local Clerks.
2. Committees – Cllr Jenkins had sat in on Zoom Meetings for the Health & Social Care Committee and the Transport and Environment Select Committee.
3. Cllr Jenkins enquired about the format of future Parish Council meetings. Cllr Fee hoped that face to face meetings would be possible in the side room of the village hall but there would be a limit to the number of residents able to attend, possibly 6 and track and trace would be in operation. Options would be for residents to contact the Clerk and be given a time slot, a separate meeting with the Chair/Clerk prior to the meeting or an email to the Clerk with the enquiry. The Clerk will put this information on the Parish Council Facebook page and the Cheddington.org web site Council page.

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## **58/20 CLERK'S REPORT - to note updates to ongoing matters**

- **Community Speedwatch Training** – Stephen Lott had advised the Clerk on the 2<sup>nd</sup> September that all training was still suspended for the foreseeable future. He will update the Clerk accordingly.
- **MVAS Management** – The MVAS unit had been returned to the Clerk to download the information for Bob Kennedy, Wingrave's Clerk. The MVAS will be installed again at the old allotments. Clerk will liaise with Cllr Daly.
- **Orchard Manor Zebra Crossing/lamp post** – Nothing to report.
- **Orchard enforcement** – Nothing to report. Clerk to chase this up.
- **Village Hall Lease** – Clerk spoke to Bill Gregory who is working on the lease.
- **Tennis club lease** – Clerk waiting on confirmation from the Tennis Club regarding the official registration at the Land Registry.
- **Light at Barkham Close** – Cllr Fee advised light repaired. To date there had been no response regarding the possibility of the PC taking over the management of this light. Clerk will email VAHT again.
- **AGAR 19/20** – AGAR form was posted. No requests to look at the accounts. Now removed from the Notice Board at The Green.
- **Notice Board, Orchard Manor** – Nothing to report.
- **The Green** – Weekly sanitisation continuing.
- **COVID** – Clerk following all guidelines as instructed by BALC. Pavilion still closed.
- **20 is plenty for cheddington** – bin stickers now printed. Clerk to circulate to High Street and Mentmore Road residents.
- **Village trees update** – During the recent winds 3 trees/branches have fallen. Were dealt with promptly by the PC. Trees at the little orchard at Gooseacre/Brownlow need looked at. Clerk to ask Brian Small to lift the bottom branches up.
- **Berkhamsted Raiders Update** – Clerk advised that the FA pitch inspection would be carried out at the beginning of September. Invoice in respect of the use of the pitch by Berkhamsted Raiders had been issued and paid.
- **VJ Day Celebrations** – The Piper at The Green. had received a very good response.
- **Village Walk** – The Parish Council has done the annual village walk on the 29<sup>th</sup> July and noted a few things to be done. Clerk would ask Brian Small to assist and would contact residents where necessary.

## **59/20 CORRESPONDENCE, CONSULTATIONS AND CIRCULARS**

**07.08.20** - Cllr Derek Town, Buckinghamshire Council, Circular 'So You Want Children to Go Out? Make built up streets 20mph limit' – Bin stickers had been printed. Clerk to email Cllr Town if the Parish Council wished him to raise anything at the Community Board meeting on the 23<sup>rd</sup> September.

**11.08.20** - Katrina Kelly, Community Board Co-ordinator, Wing and Ivinghoe - CB Remote Meeting 23<sup>rd</sup> September from 7-8.30pm – Cllr Oastler confirmed her attendance.

**25.08.20** - Katrina Kelly, Community Board Co-ordinator, Community Board Q&A agenda item - Clerk given permission to put the article on the PC Facebook page.

**25.08.20** – NALC - Rebuilding Communities - Clerk given permission to circulate to Sustainable Cheddington.

**02.09.20** - Lucy Chidley, resident – Community Forum ideas for Recreation Ground e.g. new static equipment. Clerk would contact Katrina Kelly to get information on the funding criteria and process.

**02.09.20** – Matthew Kehoe – Ideas for the children's playground at the Green and future use of the Recreation Ground – As and when the funding was available the Parish Council agreed it would be a good idea to liaise with a number of interested parties.

## **60/20 TO RECEIVE REPORTS FROM OUTSIDE ORGANISATIONS**

There was nothing to report.

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## **61/20 PAVILION**

### **a) General Update**

A number of the Councillors had met with Hugo Hardy on 1<sup>st</sup> September at the Pavilion for a general update. He advised that he was still waiting on RPL Construction to come back to him with responses to his queries. Clerk to contact K W Harrison Builder. Cllr Fee and Clerk to arrange a meeting with Roy Thompson, Builder. Clerk to get contact details of the contractor undertaking Pitstone Pavilion – Neville Construction Group. Clerk to contact Joe Houston at Buckinghamshire Council regarding the number of preferred contractors required.

There was a general discussion regarding the detail of the tender document and how this may have put off the smaller sized contractor. 5 contractors had been approached with only one positive response which was late.

## **62/20 CHEDDINGTON NEIGHBOURHOOD PLAN UPDATE**

It was agreed to wait until the VALP was finalised before undertaking any update incase there was any conflict. Cllr Fee advised that there was no requirement to review or update but the current Neighbourhood Plan may go out of date or conflict with the local plan.

As and when the Clerk would contact those Councils who were undertaking updates of their NP. There were 7 carried out in 2015.

Cllr Richards also requested that the Council contact BALC to recommend an approved NHP consultant. Clerk to ask BALC if they would be having any NHP training courses.

## **63/20 FINANCIAL MATTERS**

a) Payments in accordance with the financial report were all agreed.

b) Insurance renewal premium for year 20-21 in the sum of £1826.35 was agreed.

c) The Parish Council's Yr 20/21 annual contributions were all agreed ie:-

The Village Hall £1500 and £40 towards lighting costs

St Giles Church £750 for upkeep of the churchyard and £40 towards lighting costs

Cheddington Methodist Church £40 towards lighting costs

Mrs Horn re. Barkham Close Garage Lighting £40

The School caretaker IRO clock winding £60

d) To advise the Council that a payment of £41.55 had been made IRO Cllr T Richards attendance at Eventbrite course - Finance Training for Councillors on the 22<sup>nd</sup> September at Green Park.

## **64/20 PLANNING MATTERS**

### **a) To consider applications received via AVDC:-**

**20/02385/APP – 1 Church Lane, Cheddington LU7 0RY** – Single storey rear extensions and new roof to existing single storey part of building – **NO OBJECTION** comment made by Clerk on 6<sup>th</sup> August as decision had to be made prior to this meeting.

**20/02670/APP – 22 Mentmore Road, Cheddington LU7 0SD** – Erection of a powder coated aluminium lean-to glasshouse sited on a dwarf wall – **NO OBJECTION**

**20/02878/APP - 3 Goose Acre Cheddington Buckinghamshire LU7 0SR** - Erection of two storey side extension – agreed that the Parish Council would not comment.

### **b) To receive determinations by AVDC -**

**20/02087/APP – 23 Church Hill, Cheddington, LU7 0SX** – Single storey rear and side extension – **APPROVED (21.08.20)**

**20/02037/APP** – Pitstone Marina, Pitstone Road, Cheddington LU7 9AD – Erection of a covered workshop area – **Approved (28.08.20)**

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**MINUTES OF THE MEETING HELD ON WEDNESDAY 2<sup>nd</sup> SEPTEMBER 2020**

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## **c) Other Planning Matters**

**20/02645/ARW** – Install Automatic Number Plate Recognition (ANPR) at Cheddington Station Car Park  
– **Awaiting Decision**

## **65/20 ANY OTHER BUSINESS**

1. **Rowan Trees** - Cllr Town asked if the village tree policy could be reviewed at the next meeting. He suggested that Gary O’Sullivan, resident, be contacted if this was agreed to get advice on what could be planted and where.

Cllr Town asked if the rowan trees he had could be planted along the railway track at the allotments.

2. **Byelaws** – Clerk to contact Carole Burslam at BALC for some guidance.

### **3. Play Ground Seesaw**

After the very unfortunate accident at The Green involving the seesaw, the Parish Council agreed they would do everything in their power to prevent this from happening again. It was agreed, with immediate effect, to remove all of the open spring-based play equipment at The Green. The springer elephant would be removed along with the broken seesaw. Clerk to contact Playground Facilities for a quotation if Brian Small could not do the ground works.

Clerk to post Inspection Notice on The Green Notice board detailing last inspection and date. Quarterly inspections had been taking place from the beginning of the year.

Clerk to ensure all paperwork was readily accessible if required.

Clerk to distribute to the PC, the like for like report from Wicksteed that Cllr Bevan had received in 2019.

Clerk also to get brochures from playground equipment suppliers.

Chair had contacted the family on behalf of the Parish Council.

4. Cllr Richards on behalf of the Tennis Club Committee thanked the Parish Council for the use of the pavilion outdoor toilet.

## **66/20 DATE OF NEXT MEETING**

The date of the next Parish Council meeting Wednesday 7<sup>th</sup> October at the Village Hall side room at 7pm.

There being no further business the Chairman closed the meeting at 8.40pm.

**Signed:** -----  
**Chairman**

**Date:** -----

# CHEDDINGTON PARISH COUNCIL

## MINUTES OF THE MEETING HELD ON WEDNESDAY 2<sup>nd</sup> SEPTEMBER 2020 AT 7.00 pm AT THE VILLAGE HALL

FINANCIAL APPENDIX

MONTH 5

AS AT 03.08.2020

VCHR	DATE	PAYMENTS - CURRENT ACCOUNT	NET	VAT	TOTAL
<b>DIRECT DEBIT PAYMENTS DEBITED</b>					
51	13/07/2020	E.On 01.06.20-31.06.20	£ 648.93	£ 129.79	£ 778.72
52	27/07/2020	Southern Electric - Recreation Ground	£ 91.72	£ 4.58	£ 123.53
53	29/07/2020	Clerk's Mobile 13.07 - 12.08	£ 13.15	£ 2.63	£ 15.78
			<b>£ 753.80</b>	<b>£ 137.00</b>	<b>£ 918.03</b>
<b>DD PAYMENTS TO BE MADE</b>					
54	04/08/2020	NEST Pension July 2020 - DD	£ 56.72	£ -	£ 56.72
		<b>TOTAL DDs to be made/due</b>	<b>£ 56.72</b>	<b>£ -</b>	<b>£ 56.72</b>
<b>ONLINE PAYMENTS MADE</b>					
55	21/07/2020	Cheddington Playscheme Donation Yr 20	£ 500.00	£ -	£ 500.00
56	22/07/2020	BES Geomatics re. Village Hall Lease Plan	£ 500.00	£ 100.00	£ 600.00
			<b>£ 1,000.00</b>	<b>£ 100.00</b>	<b>£ 1,100.00</b>
<b>ONLINE PAYMENTS TO BE MADE</b>					
57	04/08/2020	PCP Surveyors re. RIBA stage 3 & 4	£ 1,500.00	£ 300.00	£ 1,800.00
58	04/08/2020	Simon Barrow - June	£ 2,283.33	£ 456.67	£ 2,740.00
59	04/08/2020	HMRC 06.07-05.08	£ 13.01	£ -	£ 13.01
60	04/08/2020	E R Roberts - Expenses July 20	£ 51.13	£ 6.67	£ 57.80
61	04/08/2020	E R Roberts - Salary July 20	£ 775.72	£ -	£ 775.72
62	04/08/2020	B Small Handyman - July 20	£ 929.88	£ -	£ 929.88
		<b>TOTAL Payments made/due</b>	<b>£ 5,553.07</b>	<b>£ 763.34</b>	<b>£ 6,316.41</b>
<b>CURRENT ACCOUNT - Community</b>					
T5	02/07/2020	Transfer from Savings Account	£ 3,000.00		£ 3,000.00
T6	16/07/2020	Transfer from Savings Account	£ 3,500.00		£ 3,500.00
			<b>£ 6,500.00</b>	<b>£ -</b>	<b>£ 6,500.00</b>
<b>SAVINGS ACCOUNT - BMM</b>					
T5	02/07/2020	Transfer to Current Account	-£ 3,000.00	£ -	-£ 3,000.00
T6	16/07/2020	Transfer to Current Account	-£ 3,500.00	£ -	-£ 3,500.00
			<b>-£ 6,500.00</b>	<b>£ -</b>	<b>-£ 6,500.00</b>
<b>BALANCES</b>					
		Current A/c			£ 6,584.46
		Savings A/c			£ 109,028.80
		<b>TOTAL</b>			<b>£ 115,613.26</b>
		Less DD to be paid			£ 56.72
		Less Unpresented Cheques			£ -
		Less Online Payments to be made			£ 6,316.41
		<b>CURRENT BALANCE</b>			<b>£ 109,240.13</b>

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AT 7.00 pm AT THE VILLAGE HALL

FINANCIAL APPENDIX

MONTH 6

AS AT 01.09.20

VCHR	DATE	PAYMENTS - CURRENT ACCOUNT	NET	VAT	TOTAL
<b>DIRECT DEBIT PAYMENTS DEBITED</b>					
63	11/08/2020	E.On 01.07.20-31.07.20	£ 670.57	£ 134.11	£ 804.68
64	27/08/2020	Clerk's Mobile 13.08 - 12.09	£ 13.15	£ 2.63	£ 15.78
65	29/08/2020	WAVE re Water at Allotments 15.05.20-14.08.20	£ 292.82	£ -	£ 292.82
			<b>£ 976.54</b>	<b>£ 136.74</b>	<b>£ 1,113.28</b>
<b>DD PAYMENTS TO BE MADE</b>					
66	03/09/2020	NEST Pension August 2020 - DD	£ 77.05	£ -	£ 77.05
		<b>TOTAL DDs to be made/due</b>	<b>£ 77.05</b>	<b>£ -</b>	<b>£ 77.05</b>
<b>ONLINE PAYMENTS MADE</b>					
			£ -	£ -	£ -
<b>ONLINE PAYMENTS TO BE MADE</b>					
67	03/09/2020	Eventbrite re. T Richards - Finance Training for Councillors	£ 41.55	£ -	£ 41.55
68	03/09/2020	Harlequin Press re. bin stickers 20mph	£ 66.00	£ 13.20	£ 79.20
69	03/09/2020	Came & Company - Annual Insurance Renewal 20-21	£1,826.35	£ -	£ 1,826.35
70	03/09/2020	HMRC 06.08-05.09	£ 13.01	£ -	£ 13.01
71	03/09/2020	E R Roberts - Expenses August 20	£ 21.75		£ 21.75
72	03/09/2020	E R Roberts - Salary August 20	£ 986.54	£ -	£ 986.54
73	03/09/2020	B Small Handyman - August 20	£ 961.07	£ -	£ 961.07
74	03/09/2020	Simon Barrow - August	£2,283.33	£456.67	£ 2,740.00
		<b>TOTAL Payments made/due</b>	<b>£ 6,199.60</b>	<b>£ 469.87</b>	<b>£ 6,669.47</b>
<b>CURRENT ACCOUNT - Community</b>					
T7	03/08/2020	Transfer from Savings Account	£ 3,000.00		£ 3,000.00
T8	07/08/2020	Transfer from Savings Account	£ 5,000.00		£ 5,000.00
R11	17/08/2020	Berkhamsted Raiders Inv No 2020 / 28	£ 600.00		£ 600.00
			<b>£ 8,600.00</b>	<b>£ -</b>	<b>£ 8,600.00</b>
<b>SAVINGS ACCOUNT - BMM</b>					
T7	03/08/2020	Transfer to Current Account	<b>-£ 3,000.00</b>	<b>£ -</b>	<b>-£ 3,000.00</b>
T8	07/08/2020	Transfer to Current Account	<b>-£ 5,000.00</b>	<b>£ -</b>	<b>-£ 5,000.00</b>
			<b>-£ 8,000.00</b>	<b>£ -</b>	<b>-£ 8,000.00</b>
<b>BALANCES 01.09.20</b>					
		Current A/c			£ 4,990.87
		Savings A/c			£ 104,028.80
		<b>TOTAL</b>			<b>£ 109,019.67</b>
		Less DD to be paid			£ 77.05
		Less Unpresented Cheques			£ -
		Less Online Payments to be made			£ 6,669.47
		<b>CURRENT BALANCE</b>			<b>£ 102,273.15</b>