

QUAINTON PARISH COUNCIL

Minutes of the annual meeting of the Council held on 7th May 2020

The meeting was held remotely via video and audio conferencing as allowed under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Present:

Parish Council: Cllrs Arthur Evans (chairman), Malcolm Wearn, Nick Heirons, Nick Butler, John Knox, Michelle Thompson, Claire Lucas, Brian Fludgate (clerk).

Buckinghamshire Council: Cllr Scott Raven

Members of the public: 4

1. Election of Chairman

It was agreed to defer an election and for Cllr Evans to act as chairman until the parish council elections in May 2021.

2. Apologies for Absence

RESOLVED c/2020/13 to accept apologies from PCSO Dan Fahey.
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3. Declarations of Interests

Cllr Lucas declared an interest in connection to HS2 matters and did not require a dispensation.

4. Approval of Minutes

The minutes of the last meeting had been circulated prior to the meeting, and duly signed by the chairman as a true and accurate record.

RESOLVED c/2020/14 to approve the minutes of the meeting held on 12th March 2020

5. Public Forum and Correspondence

5.1 There were no matters raised regarding the chairman's annual report to the parish (available online at www.quainton.org.uk).

5.2 Cllr Raven was asked to intervene with the Buckinghamshire Council education team who have yet to give UK Power Networks approval to re-position their supply pole onto school land at the Upper Street play area.

5.3. Correspondence

- Emails received from residents concerning signage at the Station Road crossroads and speeding through the village. The clerk has provided responses.
- Several emails received from residents objecting to the development at 151 Station Road (see para 8.4).

6. Transport and Infrastructure

6.1 Outstanding TfB works

Still awaiting a date for the gully jetting at various points in the village including The Willows, Lower Street, The Strand and Station Road. TfB are still unable to confirm a date while main carriageways and 60mph roads remain their priority.

6.2 HS2

Contractor Fusion to soon commence works such as archaeology at Doddershall, construction of a compound near the Bucks Railway Centre and vegetation clearance on Snakes Lane and the Station Road area.

Chairman's initials:

Date:

7. County and District Matters

- 7.1 Cllr Janet Blake stepped down at the end of April as County Councillor for the Great Brickhill ward which covered Quainton. The parish council wished to record their thanks for her support and representation with best wishes for the future.
- 7.2 Cllr Raven provided an update on the new council ward appointments. He has been assigned to the unitary wards of Great Brickhill and Winslow and will also sit on the Haddenham and Waddesdon Community Board along with 11 other council members.
- 7.3 At present the Vale of Aylesbury Local Plan has been delayed due to the current pandemic, and responses and representations from the last consultation still need to be sent to the VALP inspector.

8. Planning Matters

- 8.1 **Ref. 20/00892/APP & 20/00920/ALB Tennis courts and replacement of 2 rotten sash windows – Brudenell House Church Street**
It was agreed there were no objections to the applications and it was for the heritage authorities to determine the applications.
- 8.2 **Ref. 2001353/APP Alterations to approved application – Mill View Upper Street**
The application to amend the existing plans had been withdrawn.
- 8.3 **Ref. 18/02008/AOP Outline application for 2 two storey detached dwellings – 159 Station Road**
The applicant had submitted a personal statement outlining reasons why the application should be approved without further delay. The parish council agreed not to make any additional comments as its position on the application was clear in its consultee comments of 10th July 2018. At the request of the parish council, Cllr Raven had raised this case with senior management in BC development management to try resolve outstanding issues that are preventing a decision.
- 8.4 **Ref. 20/01260//ADP Approval of Reserved Matters pursuant to 17/04041/AOP development of 40 dwellings – 151 and land to the rear of 151 Station Road**
The clerk is preparing the parish council consultee comments to be submitted by 18th May. They will take into account resident objections on the close location of new housing to existing properties and other key concerns on the overall design and impact of the development.
- 8.5 **Public Consultation on the Quainton Neighbourhood Plan Modifications**
The previous resolution to conduct a public consultation from 2nd April, has been postponed until current restrictions on gatherings and travel are lifted.

9. Clerks Report

- 9.1 **Review of Council Policies and Governance**
The annual meeting is an opportunity to review key areas of the council's structure and policies such as Standing Orders and Financial Regulations. The clerk had previously circulated those areas of operation that may need updating or reviewing.
- 9.2 There were no changes put forward, but 2 actions were recorded:
- Cllr Knox wished to review the Financial Regulations further to check the existing criteria aligned with actual financial reporting and sign off practices.
 - A reminder the full list of nominated trustees to local organisation was available to view on the parish website.
- 9.3 **Playing Field Ditching**
The clerk had submitted an expression of interest in obtaining a grant from Heart of Bucks community foundation, to ascertain if the works will qualify as an environmental improvement project
- 9.4 **The General Power of Competence**
The prescribed criteria which a local council is required to fulfil to become an eligible parish council are set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.
- 9.5 The parish council continues to be eligible to use the power as it has a qualified clerk and a minimum of two-thirds of the total number of councillors have been elected.

Chairman's initials:

Date:

RESOLVED c/2020/15 the continued use of the General Power of Competence
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10. Finance

10.1 The May finance report had been previously circulated for review.

10.2 Payments pending previously circulated	10.3 Receipts reported
£ 76.94 – Litter pickers	£ 3.60 – Bank interest (reserve account)
£140.00 – Pavilion repairs	£ 12875.00 – Precept
£ 19.74 – Allotment water supply (April)	£ 1727.85 – QMH loan payment
£ 19.74 – Allotment water supply (May)	£ 2039.22 – BC devolution payment
£ 283.80 – Clerks net salary (April)	
£ 189.20 – HMRC PAYE (April)	
£ 75.00 – Allotment rent	
£ 52.17 – Streetlight supply (March)	
£ 50.49 – Streetlight supply (April)	
£ 224.37 – BMKALC subscriptions	
£ 100.00 – CAB annual donation	
£ 72.00 – QMH room bookings	
£ 189.60 – Groundworks (April)	
£ 215.73 - Parish phone bill	
£ 2246.20 – PWLB loan payment	

RESOLVED c/2020/16 to approve the payments pending as recorded. Counter signatories to be provided when physical arrangements allow.

10.4 Bank Reconciliation (£)

Brought forward 2019/20	26594.15	Reserve account	21935.02
Receipts to date	16645.67	Current account	18287.28
total	43239.82	total	40222.30
Less bank payments to date	3017.52*	Plus received not banked	nil
Bank balance at 5th May 2020	40222.30		40222.30
* excludes pending payments			

10.5 Other Finance matters

It was agreed to increase the clerk's salary and to move to SCP11 on the national salary scale.

11. Recreational Facilities

11.1 Recreational Report

The monthly recreational report had previously been circulated by Cllr Lucas covering the condition of facilities at the sports ground and playground.

Chairman's initials:

Date:

11.2 Request from Quainton Football Club for the parish council contractor to mow the areas of grass surrounding the football pitch. Cllr Lucas had advised them the mowing was their responsibility under the terms of their lease, and no budget had been allocated by the parish council for such works.

12. Business for next meeting

None recorded.

Being no further business, the chairman declared the meeting closed at 9.02pm.

Date of Next Meeting

The next ordinary meeting will be held on **Thursday 11th June 2020**. Should the meeting need to be held remotely a time with connection details will be circulated within the statutory notice period.

Chairman's initials:

Date: