

QUANTON PARISH COUNCIL

Minutes of the Annual Meeting of the Council held on 12th May 2022 at 7.30pm

Present:

Parish Council: Cllr Nicolette Smith (Chairman), Cllr Sue Weldon, Cllr Lee Whitlock, Katherine Richardson (Parish Clerk)

Members of the public: 0

1.Election of Chairman

Cllr Smith was elected as Chairman of the new Parish Council.

2. Apologies for Absence

RESOLVED c/2022/19 to accept apologies from PCSO Danny Fahey, Cllr Nick Butler and Cllr Ian Macpherson

3. Declarations of Interests

Cllr Smith declared an interest in the North End Road new building development.

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 with one amendment.

RESOLVED c/2022/20 to approve the minutes of the meeting held on 7th April 2022
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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)

6. Buckinghamshire Council Matters

6.1 Report from Cllr Macpherson

- 110 Station Road - Mr Fludgate had helped clear the gullies as a short term fix to improve the water access to the drainage system.
- Trail Flat Farm – The response from the Senior Planning Compliance & Enforcement Officer was confusing and more clarification was needed.
- HS2 Station Rd Configuration position- Need to agree and plan for a village briefing once contractor EKFB has coordinated with BC and all stakeholders.
- Station Rd Crossroads position – Cllr Macpherson had met with Laura Leach, from BC, recently at the Gateway and she confirmed the various agencies involved are making progress.
- Bus service and railway centre developments – A meeting had been held with the bus contractor, local residents and Councillors. A new bus timetable was now in place.

6.1 Thames Valley Police Report (TVP)

- Clerk had requested an update from TVP on the skate park re the vandalism and reports of unsociable behaviour.

6.2 Community Board Matters

- Board engagement event on 30th June 2022.
- Councillors considered the various funding bids from the Community Board and agreed which projects they would support.

7. Transport and Infrastructure

7.1 EKFB meeting and works update

Chairman's initials:

Date:

Cllr Smith and the Parish Clerk had attended a meeting with EKFB with Quainton Railway Centre. Proposed road closures were discussed and would be confirmed by EKFB. Once confirmed the website would be updated. Quainton Railway Centre reported that the level crossing was going to be reinstated.

7.2 Proposed footpath widening and traffic calming measures on Station Road

Councillors agreed for the proposed measures for Station Road by the Old Farmhouse to not be approved.

7.3 SIDs installs

Cllr Whitlock had requested a quote for installing the four new poles for the 2 new SIDs.

7.4 Fix My Street – progress

Issues with the poor state of the roads continued to be logged through Fix My Street.

7.5 Neighbourhood Plan

The Neighbourhood Plan was in the process of being examined. An update would be given at the next meeting. Councillors thanked the NP Steering Group for all their work on this.

8. Planning Matters

8.1 Ref. 22/00647/APP – Erection of the Beacon - Land on Mill Hill

The application for the erection of the Beacon had been approved. Councillors agreed for the Beacon to be installed.

8.2 Ref. 21/00623/APP - Variation of condition 2 (erection of 13 dwellings) amended parking and house types - Land South West of 62 Station Road

Appeal – non determination

8.3 22/00353/APP - Part single, part 2 storey rear extension – 50 Lower Street

This application had been approved.

9. Reported Matters Outstanding

A decision would be made on the new fencing at White Hart Field once quotes had been received. All other outstanding matters not already recorded in the minutes are work in progress.

10. To Review Council Policies and Trustees

10.1 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. There were no changes put forward.

10.2 Trustees to local organisations

Councillors discussed the list of nominated trustees to local organisation was available to view on the parish website.

10.2 Communication Policy

Councillors agreed that a Communication Policy needed to be drafted and agreed.

11. Clerks Report

11.1 Clerk transfer of responsibilities

The transfer of responsibilities were nearly complete. We are working to resolve the problems with the bank mandate.

11.2 Annual Governance and Accountability Review

The internal audit was completed on 3 May 2022 and the AGAR forms would be completed for signature at the next meeting.

11.3 Other correspondence and matters

Resident concern over damage to road at construction site on North End Road.

Resident enquiring if BT fibre optic broadband was still to be installed on Station Road.

Resident concerned about dead ash tree near to public footpath at White Hart Field.

Resident complaint that no planning notice was in place for the proposed development 135 Station Road.

All of the issues raised by the residents had been acknowledged and action had been taken.

Chairman's initials:

Date:

RESOLVED c/2022/21 the continued use of the General Power of Competence

12. Finance

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

12.2 Payments pending previously circulated			12.3 Receipts reported	
DD	Streetlighting (March)	£53.02	Devolved services payment	£2,100.39
DD	Parish Mobile	£22.98	Parish phone bill credit	£19.30
OLB561	New dog bin	£137.94	Precept 1	£13,605.00
OLB563	Gift set	£44.99	Loan payment 1	£1,727.85
OLB564	Gift set	£69.00	Interest (reserve account)	£1.53
	QMH Bookings	£108.00		
	BMKALC	£212.14		
	Annual Ins	£1,801.73		
	Blades Verge Cutting	£599.20		
	Internal Audit	£50.00		
	Clerk Salary KR	£158.58		
	Clerk Salary BF	£360.00		
	Office exp KR	£52.75		
	Office exp BF	£93.94		
	PAYE	£279.40		
	L Cane	£8.00		

RESOLVED c/2022/22 to approve the payments pending as recorded. Counter signatories to be provided when physical arrangements allow.

12.2 Bank Reconciliation (£)

Brought forward 2021/22	39,221.59	Reserve account	21,944.09
Receipts to date	17,450.86	Current account	28,275.98
total	56,672.45	total	50,220.07
Less bank payments to date	6,452.38*	Plus received not banked	nil
Bank balance at 5th May 2022	50,220.07		50,220.07
* excludes pending payments			

13. Recreational Facilities

13.1 Recreational Report

No report was given.

14. Business for next meeting

14.1 Co-opt new Councillor

Being no further business, the chairman declared the meeting closed at 9.35pm.

Date of Next Meeting

The next ordinary meeting will be held on **Thursday 9th June 2022**.

Chairman's initials:

Date: