**MINUTES OF A MEETING OF**

**ELLESBOROUGH PARISH COUNCIL**

**ON MONDAY 18th JULY 2022 AT 7.30PM**

Present: Councillors:

 D Panikkar (Chairman) N Gordon

 S Withey M McGrail

 H Holman

 Parish Clerk: J. McKeown

6 members of the public were in attendance

**Item 4.0 Clerk.** Welcome to the new Clerk Mr John McKeown

 **Action**

**Item 4.1 Apologies.** Apologies had been received from Councillors Glover and Hares.

**Item 4.2.1 Open Forum.** The issue of affordable housing was raised and the absence of any contract for the same from Hastoe. The floor was advised that until such a time as the contract is seen we cannot comment further and also that this subject would be covered later in Item 4.9

**Item 4.2.2** Road safety issues were raised by James Oliver parishioner, concerning the speed limits and safety around the approaches to Terrick roundabout and a number of observations were made about general road safety in the parish. The Chairman noted that there is currently a bid awaiting reply for suggested improvements to North Lee Lane since the closure of Marsh Lane by HS2 but that a further village wide road safety programme will be followed up in due course **SW**

A further email was requested to cut back the verges further in North Lee Lane **JMcK**

**Item 4.2.3** Questions were raised about HS2 CCTV work to be carried out on Nash Lee Lane – it was advised this is to inspect drainage issues prior to road works being carried out

**Item 4.2.4** The once yearly meeting in Dunsmore was questioned mainly due to parking restrictions but it was advised that it is only fair to allow Dunsmore parishioners the opportunity to attend meetings locally

**Item 4.3 Declarations of Interest.**  Norman Gordon named a Declarations of Interest for a Chequers planning permission as he is a neighbour.

**Item 4.4 Minutes.** The minutes of the Meeting held on the 16th of May 2022 were unanimously approved and signed by the Chairman.

**Item 4.5 Road Safety Issues.**  Councillor Withey told the meeting that she has spoken to James Tunnard re the Vehicle Activated Signs and is now discussing how to fund it and awaiting final quotes. **SW**

**Item 4.6.1 Recreational Facilities.** Councillor Holman reported that the grass will need to be cut ready for Risborough rangers but that the new matting needs to be taken into consideration.

**Item 4.6.2** Councillor Holman sought approval for the replacement of three trees that were planted to celebrate the Queen’s Platinum Jubilee 2022. These were approved unanimously. **HH**

**Item 4.6.3** Councillor Holman sought approval to get three quotes to get an elderflower and cherry tree cut back that are encroaching on some of the allotments and was asked to get three quotes for the same **HH**

**Item 4.6.4** A playground inspectioninvoice has been received but without the actual reports - please email Marissa at BCC **JMcK**

**Item 4.7 Finance.** Councillor Pannikar had carried out the pre-meeting financial check and there were no discrepancies in the figures. The savings and current account balances as per the reconciliation statements were £35,645.69 and £4174.10 respectively. However, the Clerk told the meeting that the previously discussed transfer of £5000 from the savings account was now required and was unanimously approved

The following payments made since the last meeting were approved:

Ellesborough Silver Band – Jubilee 800287 £200.00

MT Loos – Jubilee 800288 £342.00

Steve Webb (Grass Cutting May 22) 800289 £736.15

P. Tilbury – Jubilee Raffle 800290 £52.50

MT Loos – Disabled Toilet 800291 £30.00

Hares & Sons- Jubilee Food 800292 £679.50

Ella Whalley – Jubilee expenses 800293 £60.90

Matt Glover – Jubilee expenses 800294 £1466.23

Open Spaces Society - Subscription 800295 £45.00

Rex Norris – Final salary & expenses 800296 £2281.16

HMRC – Paye 800297 £447.60

Mr A. Weston – Internal Audit 800298 £30.00

TEEC – Web hosting subscription 800299 £460.80

Steve Webb (Grass Cutting June 22) 800300 £1146.15

Bucks Council Playground inspection 800302 £116.40

Ellesborough Magazine 800304 £850.00

**Item 4.8.1 Planning.** Councillor McGrail said that there were no applications of concern to the Council apart from the fence at No.94 Chalkshire Road which has been approved with 6 months to replace. Brockwell farm application has been withdrawn.

**Item 4.8.2** A meeting is to be arranged with Stoke Mandeville Parish Council to discuss neighbourhood plans. Clerk to email SMPC to arrange

**Item 4.9 Affordable Housing.** Hastoe will be submitting plans before the next meeting in September, therefore it was agreed an EGM would be called to discuss this

**Item 4.10 Clerks Report, Correspondence, Circulars and Consultation Documents.** The Clerk stated that everything was being discussed under the appropriate item numbers.

**Item 4.11.1 Dunsmore.** A fallen oak tree was reported and cleared within two weeks

**Item4.11.2** Waste collections were initially affected until a smaller vehicle was sourced to service the Fox lane area

**Item4.11.3** On the subject of the pond Norman has signed onto a training course **NG**

**Item 4.12.1 HS2.** The increase in traffic along North Lee Lane is still a major concern and an answer is expected by the end of next week as to whether the bid has reached the second stage.

**Item4.12.2** Please be advised that the HS2 information mobile unit will be in attendance 10am- 3pm in the Parish Hall car park on Wednesday 27th July

**Item 4.12.3** Monthly meeting with Jon Deas – Debra to email Jon to include the new Clerk **DP**

**Item 4.13 Fields in Trust.** Councillor McGrail said the initial report from the lawyers suggested a fee of some £1500 but that there are still a number of outstanding documents to find **MM**

**Item 4.14 The Queen’s Platinum Jubilee Celebration.** The celebrations were a great success and the weather was relatively kind to us. An overall profit of some £1200 was made on the day and it was agreed this would be split between two charities; Lindengate and for the Chiltern branch of the Motor Neurone Disease charity

**Item 4.15 Banking** The Clerk suggested changing the banking system to digital, but the bank requires firstly minutes approving the Clerk as the new manager of the account, and the removal of R Alexander, D Hayes and A White as signatories to the bank accounts and the addition of H Holman, S Withey and N Gordon. The proposal was unanimously agreed.

It was agreed that the Chairman and the Clerk should visit the bank to discuss our options.

Helen, Sally and John McKeown have already been identified by the bank but Norman Gordon needs to attend with us with formal ID documents e.g. passport and drivers licence. **JMcK**

**Item 4.16 Remembrance service** Bugler required please approach Silver Band **SW/HH**

**Item 4.17 Grass cutting** Steve Webb contract has just under a year to run so it was suggested we gain three quotes for tender for the next five years **JMcK**

**Item 4.18.1 Matters of Report.** Councillor Gordon met Harvey Allison re the public footpath by Ellesborough Church and its accessibility in the fields lower down. Not sure of land ownership so it was suggested Norman speak to Gill White **NG**

**Item 4.18.2** The wet sponge model used at the Jubilee was a great success and has been lent to Kimble school. Councillor Holman asked whether photographs of the event may be of use to the Archives department who are currently collecting items from the Jubilee. The Clerk agreed it would probably be welcomed **HH/JMcK**

**Item 4.18.3 Notice Board.** The Chairman showed a new notice board that would be positioned by the post box at Elm Close. Approximate cost £400 approved **DP**

Accessibility was discussed

**Item 4.19 Next Meeting** The next meeting will be held at Dunsmore Village Hall on Monday 19th September.

Please remember there is limited parking so car sharing is advised

The meeting closed at 20.40 hrs.

Signed

D Panikkar

Chairman

Ellesborough Parish Council