**MINUTES OF A MEETING OF**

**ELLESBOROUGH PARISH COUNCIL**

**ON TUESDAY 21st SEPTEMBER 2021 AT 7.30PM**

Present: Councillors:

 D Panikkar (Chairman) N Gordon

 M Glover M McGrail

 H Holman D Hares

 S Withey

 Parish Clerk: R Norris

8 members of the public were in attendance

 **Action**

**Item 5.1 Acceptance of Office.** The newly elected Councillor Withey signed her Declaration of Office which was witnessed by the Clerk and accepted by the meeting. The Chairman welcomed Council Withey to the Council.

**Item 5.2 Apologies.** There were no apologies.

**Item 5.3 Open Forum.** Members of the public addressed the meeting about moving the parish notice board, the minutes and recording of the meetings, the affordable housing needs survey and the problems on North Lee Lane associated with the closure of Marsh Lane.

(Clerk’s Note: Whilst the Parish Council welcomes the opinion of parishioners and Councillors will take their comments into consideration when making any decisions, members of the public do not officially participate in the meeting and as such no actions can arise from their statements. Moreover, any unsolicited statements made by the public during the meeting will be considered to be an interruption and will not be recorded.)

**Item 5.4 Declarations of Interest.**  Councillor Gordon declared an interest in the planning application for Muirton, Dunsmore as he lives opposite the property in question.

**Item 5.5 Minutes.** The minutes of the Meeting held on the 20th of July 2021 were unanimously approved and signed by the Chairman.

**Item 5.6 Road Safety Issues.**  Councillor Gordon briefed the meeting on the progress of identifying replacement Vehicle Activated Signs. The current signs, of which only 2 remain and one of those has some minor faults, are heavy and battery powered. Quotes have been obtained from 4 companies and Councillor Gordon will discuss these with PC Lee Turnham to see if there is any preference from Thames Valley Police. The sign he recommended was the Evolis from Elan City and Councillor Gordon will contact the company to see if they will let us trial their equipment. Regarding the problems on North Lee Lane following the closure of Marsh Lane, we first need to quantify the increase in traffic. To this end a traffic survey needs to be carried out but the problem is who is to fund one that would be in an acceptable format. Buckinghamshire Council say they have no funds and HS2 have been asked to investigate if they could fund it. If not then as a last resort, the meeting agreed that Ellesborough would fund it. (Clerk’s Note: Since the meeting HS2 are still investigating if the survey may be funded by themselves.)

**Item 5.7 Recreational Facilities.** Councillor Holman reported that the application for the matting has been submitted to the North West Chilterns Community Board but she is still awaiting some more supporting documents. Councillor Withey asked whether it would be possible for a backing net to be positioned behind the practice goal and this will be investigated.

**Item 5.8 Finance.** Councillor McGrail 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 £35,630.93 and £18,810.03 respectively. The following payments made since the last meeting were approved:

Steve Webb (Grass Cutting Jul 21) 800237 £680.84

TEEC Ltd (New Website) 800238 £731.99

Bucks & MK Assn of Local Councils (Training) 800239 £38.00

Bucks Council (Playground Inspection) 800240 £108.00

R Norris (Supply of Plumbing parts, locks and Keys) 800241 £158.88

Bucks & MK Assn of Local Councils (Training) 800242 £60.00

A Weston (Internal Audit) 800243 £30.00

Steve Webb (Grass Cutting Aug 21) 800244 £815.50

Sign Wizzard (Meeting Banner, footpath sign) 800245 £138.57

PKF Littlejohn LLP (External Audit) 800246 £240.00

Payments made: None

**Item 5.9 Planning.** Councillor McGrail’s brief highlighted one application in Dunsmore that a single neighbour had objected to, but as no other comments had been made he felt it didn’t warrant any further attention. A comment has been made about the fence at 94 Chalkshire Road. Lastly, our response to the Stoke Mandeville Neighbourhood Plan had been acknowledged and we need to ensure that they consult with us on matters affecting the boundary between the parishes.

**Item 5.10 Affordable Housing.** A summary of the survey results had been published on the website and Councillor Hares assured the meeting that the full survey would be published by Friday 24 September 2021. (Clerk’s Note: This was done.)

**Item 5.11 Clerks report and Correspondence, Circulars and Consultation Documents.** The Clerk reported that he had received a quote of £300.00 + VAT for 2 new replacement legs for the notice board and £60.00 for repositioning it. These costs will need to be approved at the next meeting.

**Item 5.12 Dunsmore.** As for Ellesborough, the notice board in Dunsmore is not in a good position and would benefit from being put in a more accessible position. Bearing in mind that the notice board had been refurbished by a Dunsmore resident, Councillor Gordon will investigate further. Councillor Gordon also raised the question of possible unauthorised works being carried out on green Meadow but was advised that Buckinghamshire Council’s enforcement team had already been made aware of this.

**Item 5.13 HS2.** The chairman reported that meetings had been held with HS2’s Engagement Team and the question of funding the traffic survey on North Lee Lane had been raised with them. (Clerk’s Note: Despite initially not being able to find the funding for the survey, as at 28 Sep 21, they are continuing to investigate a way to fund it.)

**Item 5.14 Fields in Trust.** Councillor McGrail has looked at all the documents that we hold and whilst the ones for the playground are OK, he advised that we need the services of a solicitor to sort out the registration of the allotments and playing field with the Land Registry. This has to be done before we can proceed with putting the land into trust. He will investigate and advise on the possible costs. M**McG**

**Item 5.15 Parishioners Behaviour.** The Chairman made a statement about how the Councillors and the Clerk had been subjected to a substantial amount of personal, disrespectful and vexatious emails. This was wasting time and resources which could be better spent on other more important Council matters. The adoption of the Buckinghamshire Council Code of Conduct will enable action to be taken against offenders.

**Item 5.16 Standing Orders.** The meeting unanimously agreed to adopt the Buckinghamshire Council’s Code of Conduct. The meeting also unanimously agreed to adopt the Social Media Policy into the Communications Policy. The Clerk will incorporate them into the Standing Orders. **RN**

**Item 5.17 Appointment.** The meeting unanimously agreed to confirm Councillor Withey’s responsibility for Footpaths and Rights of Way.

**Item 5.18 Matters of Report.** Councillor Glover reported that the floor of the Parish Hall had been sanded and sealed and was looking much better. Also, now that the registration had been successful, the provision of wi-fi was going ahead and hopefully before Christmas a new heating system may be installed. Dates for Parish Events are Friday 10th December 2021 – Carol Concert and Saturday 9th July 2022, Village Summer Party. It was also suggested that the Remembrance Crosses that have been distributed by the Royal British Legion could be placed next to the Silent Soldier at the War Memorial. Lastly Councillor Holman ask the meeting to note that a coffee morning is held in the Parish Hall every month on the 3rd Friday.

**Item 5.19 Next Meeting.** The next Parish Council Meeting is scheduled for Tuesday 16 November 2021 at 7.30pm in the Parish Hall.

The meeting closed at 21.25 hrs.

Signed

D Panikkar

Chairman

Ellesborough Parish Council