**MINUTES OF A MEETING OF**

**ELLESBOROUGH PARISH COUNCIL**

**ON TUESDAY 18th JANUARY 2022 AT 7.30PM**

Present: Councillors:

 D Panikkar (Chairman) N Gordon

 S Withey M Glover

 H Holman D Hares

 Parish Clerk: R Norris

4 members of the public were in attendance

 **Action**

**Item 1.1 Apologies.** Apologies had been received from Councillor McGrail.

**Item 1.2 Open Forum.** The condition of Dunsmore pond was raised but this was to be discussed later in the meeting. Also, the position of the log on the footpath at the bottom of Lodge Hill was discussed. Councillor Hares agreed to reposition it. Lastly the move of the Parish Notice Board was raised but, again this is an agenda item.

**Item 1.3 Declarations of Interest.**  There were no Declarations of Interest for items on the agenda.

**Item 1.4 Minutes.** The minutes of the Meeting held on the 16th of November 2021 were unanimously approved and signed by the Chairman.

**Item 1.5 Road Safety Issues.**  Councillor Withey reported that she was investigating further options for the supply of VASs. PC Turnham had recommended that we contact Hughenden PC as they have a number of different VASs and there is a further company that has been recommended. Speedwatch appears to be having an effect, but more volunteers are required. The Clerk will seek to have another position approved for the speed camera outside Councillor Glover’s house. Lastly, there has been no more progress with our application for a footpath from the garage to the nursing home on the A4010. (Clerk’s Note: The Speedwatch site outside Ellesborough House is already approved).

**Item 1.6 Recreational Facilities.** Councillor Holman reported that once the application for the matting had been approved, it was purchased and then laid on the 7th of January. We now have to arrange a meeting with Risborough Rangers to sort out the parking arrangements. Councillor Holman will arrange the meeting. The repair to the equipment in the playground was completed today. Approval was sought for the purchase of a hedgehog house, insect hotel and a honeycomb bee house at a total cost of £66.00. These would be sited in the area to the east of the hall. This expenditure was unanimously approved. **HH**

**Item 1.7 Finance.** Councillor Withey 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 £35,636.87 and £4,584.87 respectively. However, the Clerk told the meeting that we expected to receive the refund for the matting and the playground bench shortly and this would be some £7064.25. The following payments made since the last meeting were approved:

Bucks & MK Assn of Local Councils (Training) 800258 £90.00

Bucks & MK Assn of Local Councils (Training) 800259 £38.00

Suregreen (Matting) 800260 £6738.30

Steve Webb (Dog Bins Nov, Dec 21) 800261 £299.00

Buckinghamshire Council (Election Sep 21) 800262 £2712.44

Matt Clover (Carol Concert Expenses) 800263 £116.10

Solway Direct (Playground Bench) 800264 £484.80

Breakthrough Comms (Legal Advice) 800265 £180.00

Payment made:

Steve Webb (Laying Playing Field Matting) 800266 £1500.00

The budget information circulated by the Clerk was discussed and the following changes made, the figure for outgoing donations was increase to £850 to bring it in line with the figure that was agreed for our support of the Parish Magazine, the figure for Road Safety was raised to £7000.00 to reflect the possible cost for new VASs, and the figure for the Clerk’s salary was raised to £7800.00 to reflect the discussion for Item 1.17. If all the expenditure is achieved this will result in a shortfall of some £13,000.00. However, our reserves are currently in the order of £47,000.00 and the planned expenditure would reduce them to approximately £33,000.00 against a recommended figure of £32,000.00. Hence, although the meeting agreed that our Precept should remain at £16,000.00 for this coming financial year, it is likely that it will have to increase for the year 2023/2024 to meet a similar budget.

**Item 1.8 Planning.** Councillor McGrail had provided a brief which showed no applications of concern to the Council.

**Item 1.9 Affordable Housing.** There has been no information from Hastoe regarding a possible planning application, therefore, there was no discussion under this item.

**Item 1.10 Clerks Report, Correspondence, Circulars and Consultation Documents.** The Boundary Commission are carrying out a review of the parishes in Buckinghamshire and this might be the correct time to look at Dunsmore which has the parish boundary running through the middle. The Chairman agreed to contact Wendover PC to see what their thoughts on the subject are and Councillor Gordon agreed to canvass opinion in Dunsmore. The Clerk had received a revised Devolution agreement for the grass cutting in the parish which reflects an increase of 3% in the amount we will be paid. Also, Stoke Mandeville Parish Council had replied to our letter about their Neighbourhood Plan. The Chairman will arrange for a meeting to be held with them to discuss how it affects Ellesborough. **DP, NG**

**Item 1.11 Dunsmore.** The condition of the pond is the main problem in Dunsmore. The old floating duck house has been removed and will not be replaced as ducks are not good for a pond. There are some trees to the south and west of the pond and these require work to reduce the amount of leaf matter falling into the pond as this is another factor affecting its condition. However, the owner of the trees needs to be established before any work can be carried out as they are on the boundary of 2 private properties. The residents of Dunsmore are happy to assist with any work required and one resident is a specialist in fresh water environments. Councillors Gordon and Hares will continue to progress the matter. **NG, DH**

**Item 1.12 HS2.** The Chairman and the Clerk continue to hold regular meetings with the HS2 Engagement Team. The main concern at the moment is the road safety issues (speed and an increase in traffic) on North Lee Lane caused by the closure of Marsh Lane. There has also been an increase in accidents at the North Lee Lane A4010 junction. The Chairman is trying to arrange a meeting with Buckinghamshire Council and HS2 to see if a solution can be found. **DP**

**Item 1.13 Fields in Trust.** In the absence of Councillor McGrail this, there was no discussion on this item.

**Item 1.14 The Queen’s Platinum Jubilee Celebration.** Councillor Glover said that 7 parishioners had volunteered to help with organising Ellesborough’s contribution. Because of other events during that weekend, such as Trooping the Colour, that people may wish to watch, the best day for the event would be Sunday 5th June when Big Jubilee Lunch is planned to take place nationwide. Things that are to be considered are using the playing field as the centre for the event, possibly closing Chalkshire Road for a short while for a procession from the Parish Hall to the playing field. There are at least 3 marquees available. The Silver Band has already been booked. Other things to be considered or organised are toilets, electricity and water supply, the talented chickens, tree planting, the outdoor cinema, commemorative items, and ringing the church bells. Councillor Glover plans to hold a coffee morning with the volunteers in the near future to start the planning process. **MG**

**Item 1.15 Notice Board.** The meeting discussed the question of where the Parish Notice Board should be positioned. Because of the size of the current notice board and the lack of space next to the Elm Close post box, it was decided that the current notice board should remain outside the Parish Hall and that we should consider positioning a smaller one in Elm Close. Also, to improve communication within the parish additional notice boards should be put on the playing field and at Dunsmore. The Clerk is to investigate sizes and costs. **RN**

**Item 1.16 Footpaths and Rights of Way.** The application to reroute Footpath ELL/58/1 has still to be submitted as the applicant wishes to hold a meeting with the Ramblers Association and EPC beforehand. Councillor Gordon will ring Sarah Hayward-Cook to arrange a meeting to discuss the problem. Councillor Glover raised the problem of stiles in poor condition. There are 2 adjacent to the golf course and possible others in the village. The Clerk will contact the landowner to discuss replacing them and investigate whether or not some self-closing gates could be obtained from Bucks Council. **NG, RN**

**Item 1.17 Review of the Pay and Conditions of the Clerk.** Bearing in mind the next item on the agenda, the meeting considered the hours worked by the Clerk and an appropriate remuneration. After some discussion the meeting agreed that the hours worked should be increased to 15 hours per week and the pay that will be offered will be £10.00 per hour. This equates to an Annual Salary of £7,800.00.

**Item 1.18 Resignation of the Clerk.** Following the resignation of the clerk with effect from 8 April 2022, the meeting discussed how to advertise for a replacement with the pay being set as at Item 1.17. As the current Clerk works from his office at home, the meeting considered if the new clerk could work from the Parish Hall. There would be a need to have a lockable cabinet in one of the meeting rooms to store files and paperwork. Councillor Glover will raise this with the Parish Hall Committee and the Chairman will progress advertising the position. **DP, MG**

**Item 1.19 Meeting Day.** To remove any possible clash with other users of the hall the meeting agreed, with 5 votes for and 1 against, to move the meeting day back to Monday. The Clerk is to amend the dates on the website and change the hall bookings. **RN**

**Item 1.20 Matters of Report.** Councillor Withey raised the problem of school children having to walk the length of the village because of the lack of buses passing through the village at the start and end of the school day. She will contact the bus company to see if changes can be made. Also, could the appearance of the village be improved by the use of troughs and planters at the village gates. Lastly, Councillor Glover reported that the Carol Concert, which this year was held outside for the first time, was very successful and had been praised by many of those who attended.

**Item 1.21 Next Meeting.** The next Parish Council Meeting is scheduled for Monday 21 March 2022 at 7.30pm in the Parish Hall.

The meeting closed at 21.48 hrs.

Signed

D Panikkar

Chairman

Ellesborough Parish Council