**MINUTES OF THE ANNUAL GENERAL MEETING OF**

**ELLESBOROUGH PARISH COUNCIL**

**HELD ON MONDAY 16TH MAY 2022 AT 7.30PM IN THE PARISH HALL**

Present: Councillors:

 D Panikkar (Chairman) N Gordon

 D Hares S Withey

 M McGrail

 Parish Clerk: R Norris

 6 members of the public.

 **Action**

**Item 3.1 Chairman.** Councillor Panikkar agreed to continue in the post of Chairman. Accordingly, she was proposed and seconded for the position of Chairman for the coming year and was voted in unanimously.

**Item 3.2** **Chairman’s Declarations of Acceptance of Office.** The Chairman signed her Declaration of Office which was witnessed by the Clerk and accepted by the meeting.

**Item 3.3 Deputy Chairman.** The Chairman told the meeting that Councillor Holman had agreed to continue as Deputy Chairman and was proposed and seconded for the position for the coming year and was voted in unanimously.

**Item 3.4 Vice Chairman’s Declaration of Acceptance of Office.** The Clerk will arrange for Councillor Holman to sign her Declaration of Office post the meeting and will witness it. This was acceptable to the meeting. **RN**

**Item 3.5 Appointments.** The Councillors agreed that their responsibilities should be allocated as follows:

1. Planning Comment Co-ordinator – Councillor McGrail.
2. Recreational Facilities (Playground, playing field and allotments) – Councillor Holman.
3. Transport and Road Safety – Councillor Withey.
4. Village Hall Management Committee – Councillor Glover
5. Footpaths, Rights of Way – Councillor Gordon.
6. HS2 Co-ordinator – Councillor Panikkar.
7. Affordable Housing Co-ordinator – Councillor Hares.

**Item 3.6**  **Councillors Declarations of Acceptance of Office.** The Councillors present signed their Declarations of Office which were witnessed by the Clerk and accepted by the meeting. The Clerk will arrange for Councillor Glover to sign his Declaration post the meeting. **RN**

**Item 3.7 Apologies.** Apologies had been received from Councillors Glover and Holman.

**Item 3.8 Open Forum.** Parking at Coombe hill continues to cause problems with vehicles being parked on the verges. The National Trust, which is responsible for the car park has no funds to enable it to be extended. The Council can only ask the police to enforce the parking regulations.

**Item 3.9 Declarations of Interest.** Councillors Panikkar and Withey declared an interest in a planning application for 94 Chalkshire Road as they live within 50 metres of the property.

**Item 3.10 Minutes.** The minutes of the meeting held on 21 March 2022 were unanimously approved and signed by the Chairman. The Clerk will arrange for them to be published. **RN**

**Item 3.11 Road Safety Issues.**  Councillor Withey briefed the meeting on the Evolis system and its capabilities. It records data about vehicles travelling in both directions and gives a visual indication of a vehicles speed. It can be battery or solar powered but she recommended the latter would be best for our situation. Councillor Withey proposed that we purchase 2 new Evolis signs at a cost of £2250 each and site them on Chalkshire and Ellesborough Roads and then use one of our 2 original signs on the other sites in the parish. Councillor Withey will investigate whether or not the purchase of the signs will be eligible for a grant from the North West Chilterns Community Fund. The Chairman informed the meeting that investigations continue into putting in a bid before the closing date of 31 May 22 for traffic calming for North Lee Lane and depending on having an exit from Marsh Lane onto the planned Stoke Mandeville bypass, also ask for the road to be gated. Lastly, our bid for a combined cycleway/footpath from the garage to the nursing home on the A4010 has been approved by Buckinghamshire Council and HS2 have been asked to release the funding.

**Item 3.12 Recreational Facilities.** A “new” net for the goal on the playing field has been donated to us by Risborough Rangers. The last allotment has been taken up and there is only a half left for anyone wishing to take it on. (Clerk’s Note: Since the meeting, the last half allotment has been taken) **HH**

**Item 3.13 Finance.** The following payments were approved:

Sign Wizard (Banner Day Change) 800276 £43.16

Steve Webb (Grass Cutting Mar 22) 800277 £715.42

Bluepepper Signs (Jubilee Signs) 800278 £126.00

A McGrail (Jubilee Singer Deposit) 800279 £100.00

David Ogilvie Engineering (Memorial Bench) 800280 £1405.20

P Tilbury (Jubilee Lottery Licence) 800281 £40.00

BMKALC (Annual Subscription) 800282 £135.20

Steve Webb (Grass Cutting Mar 22) 800283 £509.07

Payments made:

A Cripps (Replacement Speedwatch Cable) 800284 £24.00

R Norris (Jubilee Medals & Rosettes) 800285 £262.19

Fiona Harrison (Jubilee Entertainment) 800286 £500.00

The Clerk advised the meeting that Councillor Panikkar had completed the pre meeting accounts check and the reconciliation figures for the bank accounts were £6,979.38 for the current account and £35,642.72 for the savings account. At the end of the financial year here was £369 in the current account. And the Annual return figures showed a reduction in our cash and reserves of £5,404 bringing our reserves down to £36,011. The reserves should be approximately twice our precept which for this year is £16,000 so our reserves are still some £4,000 too high. However, with the increase in the Clerk’s salary and other planned expenditure this year, next year the precept may have to increase by at least £2,000 and possibly as much as £4,000. This will be the first increase for 10 years. The meeting unanimously approved the figures for the accounts and the Annual Return.

**Item 3.14 Annual Parish Meeting.** The meeting is to be held in the Parish Hall on Thursday the 26th of May 2022 at 8.00pm. Councillor Panikkar has already submitted her apologies and the meeting will be chaired by Councillor Holman. HS2 and Jackie Binning from the North West Community Board have been invited to attend and TVP should also be in attendance.

**Item 3.15 Planning.** Councillor McGrail had circulated a planning report to the Councillors. Regarding the application for the fencing at 94 Chalkshire Road, Councillor McGrail had spoken to the householder and confirmed that despite the poor information on the application, he will be removing the fence and replacing it with a hedge, moving the gate some 2 metres further back from the road and making provision for a pedestrian gate. This was an acceptable proposal.

**Item 3.16 Affordable Housing.** Unfortunately, nothing further has been heard from Hastoe but we still believe that they will submit a planning application at some time. Therefore, there was no discussion on this item.

**Item 3.17 Clerks report and Correspondence, Circulars and Consultation Documents.** The Clerk had nothing to report under this item.

**Item 3.18 Dunsmore.** Councillor Gordon reported that there was a problem with parking in Box Lane affecting the local services. He will investigate and report. Regarding the stiles, he has sent some information to Buckinghamshire Council which he will copy to the Clerk. **NG**

**Item 3.19 HS2.** The Chairman stated that we continue to have regular updates with the HS2 engagement team which now has a new member Isabella Greenfield. We have been told that the HS2 Information Van will be visiting Ellesborough on 1 June 2022 and it will be in the Parish Hall car park from 10.00am till 3.00pm on that day. We are still investigating with HS2 ways to solve the increase of traffic on North Lee Lane. Current solutions include better signage for HGVs, traffic calming measures and possibly eventually “gating” the road. As HS2 are contributing to Jubilee events the Chairman is going to ask if they will contribute to our event. (Clerk’s Note: Since the meeting HS2 have agreed to contribute £300 towards the cost of the entertainer)

**Item 3.20 Queens Platinum Jubilee Celebrations.** Preparations are well underway. Flyers have been printed, the raffle organised and the risk assessment carried out. The Clerk has arranged the loan of road closed signs and barriers and Russell Arms is offering picnic hampers.

**Item 3.21 Matters of Report.** Councillor McGrail reported that he and the Clerk are going to see the Solicitors on 20 May 2022 to see if we can start to make progress on registering the Council’s land so that it can be put into trust to protect it. **RN**

**Item 3.22 Next Meeting.** The next Parish Council Meeting will be on Monday 18 July 2022 at 7.30pm the Parish Hall.

The meeting closed at 20.38 hrs.

Signed

Councillor Debra Panikkar

Chairman

Ellesborough Parish Council