**MINUTES OF ANNUAL GENERAL MEETING OF**

**ELLESBOROUGH PARISH COUNCIL**

**ON MONDAY 15th MAY 2023 AT 7.30PM**

Present: Councillors:

 D Hares, M Glover, H Holman, S Withey D Panikkar

 M McGrail Chairman

 Parish Clerk: J. McKeown

2 members of the public were in attendance

 **Action**

**Item 3.1 Chairman** Councillor McGrail was proposed, seconded, and re-elected as Chairman

**Item 3.2 Chairman’s Declaration of Acceptance of office** was signed by Councillor McGrail and witnessed by the Clerk

**Item 3.3 Vice Chairman** Councillor Holman was proposed, seconded and re- elected as Vice Chairman

**Item 3.4 Vice Chairman’s Declaration of Acceptance of Office** was signed by Councillor Holman and witnessed by the Clerk

**Item 3.5 Appointments** the following Councillor’s responsibilities were agreed

1. Planning comment co-ordinator – Councillor McGrail
2. Recreational Facilities – Councillor Holman
3. Transport and Road Safety, and HS2 co-ordinator – Councillor Panikkar
4. Village Hall Management Committee – Councillor Withey
5. Footpaths, Rights of Way and Dunsmore – Councillor’s Glover and Hares

**Item 3.6 Councillor’s Declarations of Acceptance of Office** Councillor’s Panikkar, Withey, Hares and Glover signed their declarations of acceptance of office and these were witnessed and signed by the Clerk

**Item3.7 Apologies -** None

**Item 3.8 Open Forum.** The following points were raised: -

* Further questions on affordable housing and progress with Bucks Council planning discussed
* Traffic on Chalkshire Road when Ellesborough road is closed was discussed
* Precept raised to £21000 was discussed

**Item 3.9 Declarations of Interest**. Councillor Withey on Affordable Housing

**Item 3.10 Minutes.** The minutes of Parish Meeting held on the 20th of March 2023 were unanimously approved and signed by the Chairman.

**Item 3.11 Road Safety Issues.**  Councillor Withey told the meeting that the application for the MVAS speed signs now requires an application form costing £495 plus VAT

This is a new requirement since Balfour Beatty took over Bucks Road management. As this is a previously approved project, Councillor Withey to contact Jackie Binning of North West Chiltern Community Board to see if this fee can be waived **SW**

* The incidence of Speedwatch has dipped -volunteers required

**Item 3.11.1 Coombe Hill Car Park** Councillor Hares has spoken to National Trust who say they have all the equipment to commence car park charging but currently have no budget to set this up. Councillor Hares to follow this up **DH**

**Item 3.11.2 Bus Stop Hardstanding - A4010 Junction with North Lee Lane –** the Clerk informed the meeting that EKFB are no longer able to fund this project, and given the incidence of accidents at this junction including a near miss recently the Council consider this to be an urgent issue. Councillor Panikkar to follow this up with Steve Broadbent **DP**

Chairman McGrail to also write to our local MP Mr Greg Smith **MM**

**Item 3.11.3 North Lee Lane** – the lane is due to close on 19th August 2023 by Network Rail/HS2 for 10 weeks followed by major rail work for a further 8-9 months. Due to this, the traffic calming measures are on hold until the road re-opens when hopefully a new junction will be ready on the Stoke Mandeville Bypass with Marsh Lane. At this point we will request further traffic surveys to compare to the original data we already hold.

**Item 3.12 Recreational Facilities.**

* All except one allotment fees are now paid. Clerk to follow up **JMcK**
* Risborough Rangers have only two games to complete for this season
* Overflow car park sign damaged – can parish Hall pay for this? **SW**

**Item 3.12.1 Pedestrian gate for playing field -**Clerk showed two quotes for a self-closing pedestrian gate around £400. The council agreed a budget of £500 to order and fit a new gate. Clerk to follow up **JMcK**

**Item 3.12.2 Website content –** Councillor Glover to provide an article about the Russell Arms for the Clerk to add to the website

**Item 3.12.3 Allotment Green Waste Area** This project has been started, to locate a green waste area in the corner of the playing field. When completed Councillor Holman will notify allotment holders. If any holders require keys to allow access through the main allotment gate, they will cost £6.50 to purchase. **HH**

**Item 3.13 Finance.** The savings and current account balances as per the reconciliation statements of 30/04/2023 were £25738.05 and £18775.45 respectively and were checked and signed off by Councillor Glover.

The following payments made since the last meeting were approved:

800331 £781.25 December 2022 – February 2023 grass cutting and bins

800332 £126.00 Bluepepper correx signs for Coronation event

800333 £132.56 BALC annual subscription

800334 £450.00 Sticky Jack band payment for Coronation event

800335 £509.07 Grass cutting April 2023

800336 £30.00 Mr A E Weston Internal audit of 2022/23 AGAR

**Item 3.13.1 AGAR Annual Signatures** the Chairman signed off the annual Accounting Governance figures and they were witnessed and countersigned by the Clerk

**Item 3.14 Planning.** Councillor McGrail circulated a report prior to the meeting and said that there were no new applications of concern to the Council.

**Item 3.15 Affordable Housing.** Discussed in the open forum; the only additional comment by Councillor Hares was that BC with agreement from Hastoe Affordable housing, have extended the assessment period to 30th June 2023

**Item 3.16 Clerks Report, Correspondence, Circulars and Consultation Documents**

**Item 3.16.1 Bucks Council Grass Cutting Devolution** – Clerk told the meeting he is awaiting quotes from three potential contractors and should have more news by the 17th July meeting

**Item 3.17 Dunsmore.** Councillor Hares told the meeting that the pond is showing great signs of improvement thanks to the work of the local community plus BBOWT.

**Item 3.17.1 Footpath before the Church** –Ellesborough Road. The Clerk discussed new quotes for the signage to use this path and the meeting agreed this project can now go ahead with an agreed budget of £350. Clerk to follow up with the Church and Steve Webb to get this underway **JMcK**

**Item 3.17.2 Church Gates** the quote for £419.46 to erect two new oak posts to attach the existing Church gates to for aesthetic purposes only was rejected by the meeting due to a lack of budgeted funds for this. **MM**

**Item 3.18. HS2.** Nothing further to add apart from road closures which are reported in the Parish Updates

**Item 3.19 Fields in Trust.** Councillor McGrail said he can now follow this up. There are an estimated £1000 lawyers’ fees budgeted for in 2023/24 financial year **MM**

**Item 3.20 Matters of report**

* Councillor Panikkar told the meeting that with the Ellesborough Trust we are planning a tree planting in memory of Mr Graham Bird and are looking for an appropriate site **DP**
* **Dog Waste Bins –** Clerk showed the meeting quotes for new dog waste bins at approximately £170 each. It was approved to order two bins with placement to be decided when they arrive **JMcK**

**Item 3.20.1 Bugler** EPC require a buglerfor this year’sRemembrance service. Councillor McGrail to add this to the Parish Magazine notes as no success so far **MM**

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**Item 3.21 King’s Coronation** The eventwas very successful and well attended with weather being very kind also. Funds raised will be shared between two local charities Wendover Dementia Care and the Chiltern MS Centre.

 **Next Meeting** The Annual Parish Meeting will be held at Ellesborough Parish Hall on Thursday 25th May 2023 at 7.30pm

The meeting closed at 20.53 hrs.

Signed

M McGrail

Chairman

Ellesborough Parish Council