**MINUTES OF A MEETING OF**

**ELLESBOROUGH PARISH COUNCIL**

**HELD ON TUESDAY 15th MARCH 2015 AT 7.30PM**

**IN ELLESBOROUGH PARISH HALL**

Present: Councillors:

R Alexander (Chairman) D Hayes

M Glover D Hares

D Panikkar A White

M McGrail

Parish Clerk: R Norris

Also in attendance: Councillor D Carroll (Bucks CC) and Councillor C Harriss (Wycombe DC)

**Action**

**Item 2.1 Apologies.** There were no apologies.

**Item 2.2 Open Forum.** Two parishioners, Mr M Russell and Mr R Powell were in attendance as were Ms K Hill-House and Ms E Leyland from Hastoe. Mr Russell has submitted a planning application to increase the accommodation in his property and he briefly thanked the Council for supporting his application. Mr Powell had also submitted a planning application and he briefed the meeting on the reasons for it, which were that having previously asked if he needed planning permission to establish a one bedroom apartment within the property and being told that it wasn't necessary, he has now been told that he did need planning permission and hence the application for retrospective permission. The aim of the apartment was to enable them to downsize into their own house but because the other part of the house is let, it is no longer "ancillary" and therefore requires planning permission. The Councillors had already seen the documentation supporting the application and Councillor McGrail had visited the property and discussed the application with Mr Powell. The Chairman thanked Mr Powell for his input and informed him that his application would be discussed later in the meeting.

**Item 2.3 Declarations of Interest.** No Declarations of Interest were made for items on the agenda.

**Item 2.4 Affordable Housing.** The Chairman welcomed Ms Hill-House Ms E Leyland from Hastoe, introduced them to the meeting and explained the background to the project. Councillor Carroll stated that he knew the company and had a considerable amount of praise for what they have achieved in the county. Introducing the Company, Ms Hill-House explained that Hastoe is a Registered Housing Provider holding the highest assessment rating and had just been selected by Hampshire CC as their preferred contractor. Going through the process of providing housing, the survey had established a need for 7 units in Ellesborough. The price paid for the land was normally greater than the agricultural value and was normally between £5 - 15K per unit. Hastoe would submit a funding bid for the housing identifying the housing mix, ie rental, shared ownership and possibly open market depending on the funding available. A Section 106 Agreement restricts occupancy and for instance for Kimble the requirement was that applicants should have lived or had relatives living in the parish for 5 years or more. If there were insufficient applicants from within the parish then applicants from Longwick and Ellesborough would have been considered. Hastoe has no involvement in the occupant selection process and this is controlled and run by Bucks CC. Hastoe does not have its own in-house building contractors and prefers to use local companies and tradesmen. The houses that Hastoe has designed and built are to a very high specification and this does result in higher costs and sometimes restricts the choice of contractor because some are unable to build to the high specification. However, the finished houses do keep energy costs to the minimum which is of considerable benefit to the occupants, bearing in mind their financial situation. Once occupied, Hastoe maintains the rental homes, whilst the shared ownership units are on full maintenance agreements. The timescale for a project is between 3 to 5 years, but it is very important to keep everyone within the parish informed about the project to ensure that it comes to fruition. A project in Hughenden Valley had to be abandoned because of opposition which arose from failure to do this. Answering questions about the "right to buy", Hastoe oppose this because it negates the purpose of affordable housing by removing units from the system, and they are currently lobbying parliament against this in the rural environment. The Chairman informed the meeting about the location of a parcel of land that has been offered to the Council for affordable housing, but asked that its location is not disclosed outside the meeting. The Chairman thanked Ms Hill-House and Ms Leyland for their comprehensive briefing on the subject and Hastoe's involvement.

**Item 2.5 Minutes.** The minutes of the meeting of Ellesborough Parish Council held on 19 January 2016 were unanimously approved and duly signed.

**Item 2.6 Road Safety.**  Whilst the Local Area Technician had responded to some of the items that were put to him in December, the majority were still outstanding and in particular the one regarding the licence for the bag on the grass verge. The Clerk had twice chased this but still received no response from the licensing department of Bucks CC. Councillor Carroll took note of this and will investigate. The Clerk is to pass to Councillor Carroll a list of our outstanding issues. **RN, DC**

**Item 2.7 Clerk’s Report.** The Clerk reported that he had received a request for a donation from the River Thame Conservation Trust, and that all other correspondence he had received would be dealt with under the relevant items on the agenda. After a very short discussion the meeting decided not to give a donation to the River Thame Trust.

**Item 2.8 Recreational Facilities.** Councillor Panikkar reported that the Clerk had submitted a formal request to Wycombe DC to see if we required planning permission for the adult fitness equipment. The Clerk had contacted the case officer to see if a decision had been made yet but the answer was no. Councillor Harriss noted the details and he will see if he is able to progress it further. Councillor Panikkar was investigating the removal of the goal posts from the playing field to enable it to be used for the Queen’s Birthday Celebrations on 11 June 16. Regarding the allotment water supply, the meeting decided that the Clerk is to reconnect it towards the end of April. **RN, CH**

**Item 2.9 Planning.** Councillor McGrail stated that there was 2 weeks left for the Council to submit comments on the Craycraf planning appeal and after some discussion it was agreed that he would draft and circulate some comments prior to their submission. The application by Mr Russell was sensible and hopefully common sense will prevail and the application will be approved. Similarly, the application by Mr Powell was also reasonable and Councillor McGrail will draft comments for the Clerk to submit. The meeting noted but did not wish to comment on the application in Dunsmore and that the Dropshort Barn saga was still progressing, albeit very slowly. **M McG, RN**

**Item 2.10 Finance.** The following payments already made were approved:

Smoking Rocket (New Web Site) 800001 £750.00

Zurich Municipal Insurance (Insurance) 800003 £407.32

M J Phillips (Repairs to Church Path) 800004 £4560.00

Touching Cloth Loo Hire (QBC Deposit) 800005 £100.00

Ellesborough Parish Hall (Hire 19 Jan 16) 800006 £16.00

R Norris (Microsoft Office 2016) 800007 £229.99

Wycombe District Council (Planning Query) 800008 £60.00

The following payments were approved and made:

HMRC (PAYE) 800010 £1000.00

R Norris (Annual Salary) 800011} £4000.00

R Norris (Hedge Cutting Royal Mead Playing Field) 800011} £144.00

R Norris (Provision of Office Nov, Dec, Jan & Feb) 800011} £360.00

R Norris (Expenses 10 Nov 15 – 7 Mar 16) 800011} £52.60

J & S Landscapes (Bin emptying Jan & Feb) 800012 £123.04

A D White (Grass Cutting Dunsmore 2015) 800013 £160.00

The meeting checked the bank balance and the reconciliation statement as at 9 March 2016 which were in order.

**Item 2.11 HS2.** Councillor White informed the meeting that the House of Commons Select Committee had concluded its work and produced its report which didn't include any mention of Ellesborough. Apart from the improvements in the noise abatement works for Wendover, there were no other significant changes to the bill which would affect Ellesborough. The Clerk told the meeting that the next stage in the proceeding would be to petition the House of Lords. After some discussion about whether or not the Council should give up after the disappointing result of our petition to the House of Commons, the Council decided that the fight should continue. Therefore, the Clerk is to prepare a petition to the House of Lords. **RN**

**Item 2.12 Correspondence, Circulars and Consultation Documents.** The Clerk stated that all the information received is being dealt with under the items in the agenda.

**Item 2.13 Footpaths, Stiles and Gates.** Councillor White had tried to contact Spittles about the gates and stile for Dunsmore but without success. He will continue to attempt to contact them, but if they do not respond, we may have to use another contractor. Councillor Hares told the meeting that Mr Sweeney, who lives in St Pauls Cottage on Church Hill, had put some gravel down on the footpath in the lower part of the churchyard. He believed that this was an improvement and will circulate "before and after" photographs to the Councillors. Whilst the resurfacing of the church path from the door to the east gate has been very favourably received, the meeting discussed the problem with the path leading from the main gate to the top of the steps and the problems with the steps themselves. Councillor Hares will investigate and develop some ideas for improvements, including possibly installing a rope handrail. and reducing the height of the risers. **DH, AW**

**Item 2.14 Web Site.** Councillor White had circulated the first ideas of how the new web site will look and asked if all Councillors will forward their comments and ideas for the content to him ASAP. The Clerk is to email everyone to remind them of this. The Chairman said that the deadline for having the new site up and running was 1 May 2016. **All, RN**

**Item 2.15 Queen’s 90th Birthday Celebration.** Councillor Glover reported that he was unable to attend the last meeting of the committee, but understands that the arrangements are coming together. The Clerk showed the meeting a commemorative medal that he had been sent to see if the Council wished to give them to the children in the parish. The meeting agreed that this would be a good idea but we needed to know the numbers required. Councillor McGrail undertook to produce a figure. (Clerk's Note: Subsequent to the meeting Helen Hicks has produced 2 lists of children in the village which the Clerk will pass onto Councillor McGrail).

**Item 2.16 Village Camping Night.** The Chairman had informed Mr Ridley that if he wishes to go ahead with the “village camping night”, it has the approval of the Council subject to him submitting an acceptable plan. As minuted previously the Council would meet the cost of a portaloo

**Item 2.17 Parish Husbandry.** The Clerk reported that the Community Service personnel are continuing to side out the footpath on Chalkshire Road and it is looking much better. The Contractor is scheduled to complete the first cut of the verges and the playground on 16 Mar 16. The meeting discussed the invite to enter the "Best Kept Village" competition but agreed that this year we were not prepared enough. The Clerk reported that only 2 people in the village had requested the bulbs that had been offered, but that those that had been planted had improved the areas that they had been planted in. After some further discussion it was agreed that the Clerk should approach the Kimble and Ellesborough Horticultural Society to see if we could work with them to improve the look of the village sufficiently for us to enter the competition next year. **RN**

**Item 2.18 Matters of Report.** Councillor Glover reported that a Bingo night is being held in the Parish Hall on 21 May, the Village Ball is scheduled for 17 Sep and the Carol Concert for 16 Dec.

**Item 1.22 Next Meeting.** The next Parish Council Meeting, which is the Annual General Meeting, will be on Tuesday 17 May 2016 at 7.30pm in Ellesborough Parish Hall. **All**

The meeting closed at 21.42 hrs.

Signed

Councillor Rob Alexander

Chairman

Ellesborough Parish Council