

**Ivinghoe Parish Council**

**Minutes of a Meeting Held on Tuesday 3<sup>rd</sup> February 2015**

Present: Councillors K Groom (Chairman), C Boersma, G Snowdon, B Dale and C Bennitt.

Mrs Maxine Hayes- Clerk, T Hobson PCSO Thames Valley Police.

8 members of the public

Items on Agenda		Action by
1. To receive questions from the public	Complaints were received over the hedge at Shiel House obstructing the footpath. It was agreed to write a letter asking them to cut it back.	Clerk
2. Attendance and Apologies	Apologies were received from District Councillor C Poll.	Clerk
3. Declarations of Interest	None.	
4. To receive reports from District and County Councillors	No Report.	
5. To approve the minutes of the meeting held on Tuesday 7 <sup>th</sup> January 2014	It was PROPOSED SECONDED and APPROVED that the minutes of the meeting held on Tuesday 7 <sup>th</sup> January were approved as a correct record and were signed by the Chairman.	Clerk
6. Planning Applications	<p>The following applications were discussed and decisions made:</p> <ul style="list-style-type: none"> <li>• 15/00005/APP – The Hound House, Grove farm, Ivinghoe Aston – Single storey rear extension and insertion of window - <b>No Objections</b></li> <li>• 14/03638/APP – Jordans Bank, Station Road, Ivinghoe – Demolition of existing single storey side extension and erection of replacement two storey side extension – <b>No Objections</b></li> <li>• 15/00070/APP – Well Cottage, Ivinghoe Aston – Erection of pre fabricated timber granny annex for ancillary residential use – <b>No Objections</b></li> </ul> <p>Councillor Groom outlined her concerns that the Council no longer receive copies of the Bulletin or any decision notices. It was agreed to write a letter to Aylesbury Vale District Council saying that this is unacceptable and that the onus is now on the Parish Councils to look for the information. A list of decisions should be emailed to the Parish Council.</p>	<p>All Clerk</p> <p>Clerk</p>
7. Neighbourhood Plan	<p>Andrew Kinsey gave the following report:</p> <p>“Ivinghoe Neighbourhood Development Plan Update report for Parish Council, 27<sup>th</sup> January 2015 The following provides a brief summary update on progress to date.</p> <ul style="list-style-type: none"> <li>· Application for the Neighbourhood Plan Development Area was made by the Parish Council to AVDC and has now been approved (December 2014).</li> <li>· A steering group comprising 14 people has been formed to take forward the development of the Neighbourhood Plan. This includes 2 representatives from the Parish Council, and residents from Ivinghoe and Ivinghoe Aston</li> <li>· The group has met twice – once in December and once in January 2015 and proposes to meet approximately monthly to maintain progress with the plan</li> <li>· Working groups on key issues - communications, skills, community engagement, questionnaire development have been established to take forward specific actions</li> <li>· Terms of Reference has been developed and agreed for the group.</li> </ul>	

	<ul style="list-style-type: none"> <li>· A working group has met with representatives from Brookmead School who have provided useful planning application and contact going forward.</li> <li>· An article about the Neighbourhood plan has been developed and submitted for publication in the Beacon Magazine.</li> <li>· Initial planning has been made for communications event and an overall project plan to track progress</li> <li>· Initial planning for a visioning workshop has been completed. This is planned to be held on 23<sup>rd</sup> February to develop vision statement/concepts that can be consulted on with the local community and other stakeholders.</li> <li>· Work has commenced on obtaining historical and current maps via AVDC.</li> <li>· Some items of expenditure have been identified as required for the latter two bullet points. Costings and approval will be sought from the Parish Council – process to be agreed. Dean Fox has agreed to track costs/spend and act as treasurer for the group.</li> <li>· An engagement meeting with Pitstone Neighbourhood Plan Steering Group is currently being sought”</li> </ul>	
8.Conservation Area	It was reported that Freya Morris from Aylesbury Vale District Council would be attending on 3 <sup>rd</sup> March prior to the Parish Council meeting to discuss the Conservation Area review. Those people affected by the review had been written to directly. Councillor Groom urged people to write in favour of the proposed boundary revisions as well as those people with objections. There was a copy of the draft in the library.	Clerk/All
9. Devolution of Services	Nothing to report.	
10. Highways, Streets and Transport (lighting and speedwatch)	<p>10.1 Councillor Dale reported on Speed Watch. No further sessions had taken place since the last meeting.</p> <p>10.2 The survey being undertaken by Hamilton Baillee was taking place on the 14<sup>th</sup> April and then he would be discussing his proposals from 7pm in the Old School Community Hub and local people would be invited.</p> <p>10.3 Councillor Dale raised his concerns over the large number of lorries parking in Vicarage Farm Councillor Groom agreed to speak to Philip Dales at AVDC about this matter.</p> <p>10.4 Councillor Dale reported that a second MVAS machine would be available for use in Ivinghoe and Ivinghoe Aston. More volunteers were required to help move the MVAS around the locations. One volunteer had come forward from Ivinghoe Aston.</p> <p>10.5 The Clerk was asked to contact Openreach about the mess left after work had been undertaken in Station Road. Some of the bulbs had been dug up and the area looked very messy. They would be asked to reinstate the area and take away the rubbish.</p>	<p>Clerk/BD</p> <p>BD/KG</p> <p>Clerk</p>
11. Allotments Report and Update	11.1 A report had been received from Peter Snowdon regarding the trees in Ragpit Lane. He had been able to remove all of the overgrown trees part from 6 sycamore trees which would have to be done by a tree surgeon due to their size. It was agreed to get a quote from Tim Wilson to take out the remaining 6 trees.	Clerk
12. Footpaths, Bridleways, Trees and Playgrounds	<p>12.1 Tim Wilson had identified one further tree on the Lawn located by the children’s play area which was overhanging the highway and required reducing by 30%. He had submitted a quote for £290 plus VAT which was UNANMOUSLY approved. The Clerk would apply for conservation area permission for the work required to the remaining Lime on the Lawn. Once the work had been done to the trees in Ragpit Lane and the lime tree on the Lawn had been pruned then the tree work for this year would be completed.</p> <p>12.2 It was reported that there had been a water leak at the end of the bridlepath in Ivinghoe Aston and Anglian Water had been informed.</p>	Clerk
13. Beacon Magazine	13.1 It was reported that the Beacon magazine would be a bit later than usual this edition as Laila was on holiday. It should be available by the end of February.	CB
14. Clerks Report/Items for Action Correspondence Consultation Documents	<p>14.1 The Clerk gave the following report to the meeting:  <u>AVDC Play Around the Parishes</u>  The Council had received an email from the Community Hub about the activities being offered by AVDC in the school holidays. The Parish Council made a decision last year that there were not enough children in the Parish to make it viable. The Hub asked the Council to consider using this service (it had to be booked through the Parish Council) to enhance the activities available in the school holidays. It was agreed to contact AVDC to seek costs and available dates.  <u>Elections 2015</u>  Details of the timetable for the forthcoming elections had been circulated and would be posted on the notice boards and the website.</p>	Clerk

Playground Inspections

The Clerk had contacted Wicksteed over Christmas to see why further playground inspections had not been done and it appeared the person she had spoken to had booked it as a one off inspection. This had now been rectified and inspections will take place every ¼ with another one due in February.

The Clerk advised that prior to this taking place it would be helpful if the Council could get the areas highlighted in the last inspection completed or an agreement that they will be monitored. Most of the areas highlighted were low risk. With regard to the reference to the horizontal rail it was not possible to source a rail as this was an old piece of equipment so the Council would have to get it made or consider replacing this piece of equipment.

It had been agreed to ask the Hub if they would be willing to allow the Council to use their water supply so that the areas with algae could be power washed.

It was agreed to hold a site meeting of both play areas on Thursday 26<sup>th</sup> February 3pm at Ivinghoe Aston play area and 3.30 at Ivinghoe play area to discuss these issues.

14.2 The following correspondence had been received and was actioned or noted:

- S Bexson – Notice of Resignation – *Noted this would be discussed at the end of the meeting*
- AVDC – Community Right to Bid – Community Asset Bottom Lawn notice of approval (letter attached) - *Noted*
- Rural Services Network – Newsletter - *Noted*
- T Skeggs AVDC – Confirmation of Parish Precept request - *Noted*
- A Fisher – Notification of financial support for older peoples lunch clubs - *noted*
- Community Impact Bucks – Notification of new Chief Executive - *noted*
- Notification of Investing in your volunteers workshop - *Noted*
- BALC – Notification of Approval for parish Councils to use 21<sup>st</sup> century technology (emails) - *noted*
- K Jones (LAF) – Notice of prevention of theft of heating oil and diesel - *noted*
- Cory Cashman – Agenda for Aylesbury Vale Transport Users Group meeting 11/3 - *Noted*
- AVDC – Notification of Chairman’s Fundraiser event - *noted*
- R Benson – Application to be Parish Councillor – *This would be discussed at the end of the meeting*
- BALC – updated Legal topic note for elections - *Noted*

14.3 None

15. Financial Matters  
Payment of  
Accounts  
Balances  
Cost of MVAS  
maintenance contract  
2014/15

The following accounts and expenses were submitted and UNANIMOUSLY approved for payment:

Salaries, administration and contracts		Clerks Salary , Expenses, Office costs and litter clearance	£ 1,160.82
Eon		Street Lighting Power	£ 75.10
Aylesbury Mains		Street Lighting repairs	£ 58.40
Bucks CC		Costs for the delivery and installation of the MVAS unit hinged posts (installed last year)	£ 192.00
B Dale		Expenses attendance list for DP Architects	£20.17
BALC		Training course Audit - Openness and Transparency	£15.70
Ivinghoe Old School		Room Hire January	£16.00
Ivinghoe Old School		Room Hire NP Meeting	£15.00
SLCC		Annual Renewal clerks magazine	£15.00
Income			

Clerk

	Lawn hire	£ 50.00				
	Beacon Ads	£ 38.88				
		£ 88.88				
	Balances @ 3/02/2015					
	HSBC Community ac	£ 2,348.45				
	BMM ac	£ 68,060.59				
	BMM Beacon	£ 2,432.73				
16. Date of Next Meeting	<p>Tuesday 3<sup>rd</sup> March 2015</p> <p><i>At this point in the meeting the press and public were asked to leave. The Parish Council considered the application for the casual vacancy and agreed that as there were only 2 meeting left until the Council would be dissolved at the end of its 4 year term prior to the election they would not be co-opting to fill the vacancy.</i></p>					

Signed.....

Dated.....