

Ivinghoe Parish Council

Minutes of a Meeting Held on Tuesday 7th July 2015

Present: Councillors K Groom (Chairman), C Boersma, A Dicker and S Lott.

District Councillor C Poll

District Councillor S Jenkins

District Councillor D Town

PC Jackie Dobson

Mrs Maxine Hayes- Clerk

3 members of the public

Items on Agenda		
1. To receive register of interests from co-opted councillors	The register of interests was received from Councillors A Dicker and S Lott.	Clerk
2. To received declaration of acceptance of office from co-opted councillors	Declaration of acceptance of office was received from Councillors A Dicker and S Lott.	Clerk
3. Public question time	<p>PC Dobson reported that there had been a Police pursuit of a stolen vehicle from Cheddington at high speed through the village. Thefts from cars particularly at the Pitstone Hill car park were on the increase as this is an isolated area and people were still leaving valuables in their cars.</p> <p>The recent theft of crops from the allotments was reported and she reported that this was also happening in Edlesborough.</p> <p>PC Dobson expressed her concerns over the parking on the High Street which would get worse when the work to the Chapel was completed. She suggested that white lines on the S bend were requested and was informed that the Parish Council had requested this and County Highways would not agree.</p> <p>PC Dobson also raised the overgrown hedge at Sheil House which was obstructing the pavement which had been reported to the County Council. As no action had been taken she would visit the occupiers and ask them to cut it back to the wall.</p>	
4. Attendance and Apologies	Apologies were received from Councillor Ruth Benton.	Clerk
5. To receive reports from District and County Councillors	<p>District Councillor Poll reported back from the recent LAF meeting which had been called to discuss HGV's and traffic. He reported that members of the Edan Project (A4146) group had been to see the Transport Minister to ask for the freight traffic to be directed onto the M1 to the East and A41 to the West. That would enable them to be able to push for traffic calming measures in their parishes as well as a crossing outside Dagnall School. They were keen to ensure that the HGV issues they were campaigning against did not become a problem for neighbouring parishes but it would have an effect on neighbouring parishes if it were to go ahead. The suggestion of speaking to the hauliers had been put forward but most of the companies had no interest in this issue. It had also been suggested that parishes collect data about the large lorries coming through the villages. It was agreed that Councillor Dicker would organise volunteers to take photographs of the juggernauts and large lorries coming through the village to be submitted as evidence.</p> <p>It was reported that a grant of £7742 for Ivinghoe Parish towards the Ivinghoe Traffic Calming Project had been approved at the meeting.</p> <p>District Councillor Jenkins reported that AVDC were dealing with a large number of planning applications at the present time including a large number of appeals. She had attended a meeting of the Bucks Playing Fields Association who offered small grants up to £750 to sports clubs.</p> <p>District Councillor Town reported that Aylesbury Vale were embracing the building of new homes but only had 5 years worth of land stock available which could have very negative consequences in the future.</p>	
6. To approve the minutes of the meeting held on Tuesday 2 nd June 2015.	It was PROPOSED SECONDED and APPROVED that the minutes of the meeting held on Tuesday 2 nd June 2015 were approved as a correct record and were signed by the Chairman.	Clerk
7. Planning Applications	<p>The following applications were discussed and decisions made:</p> <ul style="list-style-type: none"> • 15/01828/APP – 22 High Street, Ivinghoe – Two storey rear extension and front porch – No Objections. The following comments would be added – as there have been previous instances 	Clerk

	<p>of building work being undertaken without permission the Parish Council asks that the District Council pays careful attention to the plans being adhered to and any changes being made as the building works progress.</p> <ul style="list-style-type: none"> • Six Acres – A decision should have been made on this application but nothing had been received to date. • Bottom Park- no update available • Gladman 14/02002/AOP and 15/01491/AOP – update and to consider application for Ivinghoe Parish Council for the appeal case 14/02002/AOP – It was PROPOSED (KG) and SECONDED (CB) and UNANIMOUSLY approved to request permission for the Parish Council to speak at the appeal. As Ivinghoe Together were representing the views of the Parish and the Parish Council they would be requesting the opportunity to give evidence under Rule 6. This would also mean that they would be open to being cross examined regarding the evidence. Discussion took place over the possibility that Ivinghoe Together might need to seek legal advice to be able to state their case. The Parish Council would be in attendance throughout the appeal. • Councillor Boersma reported that the Parish Council would need to look at how the remaining S106 money from the Willow Farm development could be spent in the Parish. Councillor Benton would be asked if she could look at possible projects for Ivinghoe Aston. • Conservation Area – The formal documentation had not yet been received but approval had been given for the revised conservation area at the Cabinet meeting on the 16th June. 	CB
8. Neighbourhood Development Plan	<p>Andrew Kinsey attended the meeting and gave the following report to the meeting:</p> <p>“ Two subgroups have been convened to develop the overall project plan and consultation programme supported by Jenny Lampart Associates and Sue Jobbins of Shaping Communities. The outputs from these meetings include a revised plan (summarised in the newsletter), and materials to support the planned consultation events.</p> <p>· The Ivinghoe Parish Council Website has been updated with several new pages, which can be found here: http://ivinghoe.org.uk/ivinghoe-ndp/</p> <p>· A Facebook page has also been established for the Ivinghoe NDP. This can be found here: https://www.facebook.com/groups/1566198686979695/</p> <p>· A two page newsletter has been produced which will be included in the next edition of the Beacon Magazine. This has been provided by email to the Chair of the Pitstone NDP, Local Authority Planning Department and two developers with current significant planning applications in the village. 50 copies were printed and distributed in the Library and The Hub in Ivinghoe. This is also available from the Ivinghoe Parish Council Website: http://ivinghoe.org.uk/wp-content/uploads/2015/06/Ivinghoe-Parish-NDP-Community-Update-June-2015.pdf</p> <p>· Expenditure to date comprised room hire for steering group meetings and obtaining maps and consultants fees amounting to £1,956.71.</p> <p>· A grant amounting to £2,800 to cover consultant fees was applied for and obtained from Locality”.</p>	
9. Roles and Responsibilities	<p>Discussion took place over the roles and responsibilities that had been distributed to all councillors. After discussion on the areas each councillor would like to undertake it was agreed that Councillor Boersma would circulate the final document.</p>	CB
10. Footpaths, Bridleways, Trees and Playgrounds	<p>10.1 The overgrown footpath by the school had been reported.</p> <p>10.2 The path in Bottom Park had been strimmed and tidied by the Parish Council.</p> <p>10.3 The Clerk had been contacted by Andy Beezer regarding the sycamore trees on the verge at the junction of Ladysmith and Wellcroft which were very overgrown. He had asked if they could be removed or if he could have permission to remove them himself. This had been passed to the County Council who had agreed to add the work to their schedule.</p> <p>10.4 The Clerk reported that the S106 application had been submitted for the goalpost and improvements to the play area entrance and were being considered by AVDC.</p>	
11. Highways, Streets and transport (to include Street Lighting and	<p>11.1 Councillor Boersma reported that she had spoken to Ben Hamilton Baillie about undertaking the work he had proposed in his survey and he had stated he was too busy and had recommended an alternative company (who were also very busy). It was agreed that the Parish Council would prefer Ben to undertake the work and Councillor Boersma would contact him again.</p>	CB

Speed Watch)		
12. Allotment Report and Update	12.1 The Clerk was seeking quotes to get the rubbish removed. These would be circulated for approval.	Clerk
13. Ivinghoe Aston Village Hall	13.1 Details from the AGM had been circulated and noted.	
14. Clerks Report/Items for Action Correspondence Consultation Documents	<p>14.1 The Clerk gave the following report to the meeting: <u>Actions from previous meeting:</u> 1.1 Footpaths – Reported to CC – acknowledgement received 9.1 – Footpath behind school – KG reported and acknowledgement received 9.2 Posters on Lawn fence – these had been removed 11.4 - Summer BBQ Allotments - The Clerk had checked with the insurance company and the Parish Council were covered for the allotment group to have a BBQ on the allotments. They had been asked to carry out a very brief risk assessment (eg BBQ will not be sited too close to fences, what would happen in the event of a fire etc) and to provide the Parish Council with a copy in line with insurance company recommendations. 12.1 Thatching hook – this was being removed for repair.</p> <p>14.2 The following correspondence had been received and actioned or noted:</p> <ul style="list-style-type: none"> • Cory Cashman – Notification of Aylesbury Vale Transport Users Group (AVTUG) meeting 2/6 cancelled - <i>noted</i> • Aylesbury Ramblers – New Walks Guide - <i>noted</i> • BALC – Notification of update of legal topic notes – LTN (Religious observances) LTN 16 Control of Litter and LTN5 Parish and Community Meetings - <i>noted</i> • Pitstone Parish Council – Agenda for planning committee 3/6 - <i>Noted</i> • Bucks Law – Notification of affordable legal advice for Town and Parish Councils - <i>noted</i> • BALC Notification of Government Flood Inquiry - <i>noted</i> • Aylesbury Mains – Copy of their updated insurance details - <i>noted</i> • Councillor Derek Town – Notification of like to Plain English Guide on Localism Bill - <i>noted</i> • C Ashby Bucks CC – Notification of road closures for VJ Day celebratory events - <i>noted</i> • Connecting Counties – Notification of Government strategy to enable faster broadband access for homes and businesses in the UK - <i>noted</i> • BVCL – Notification of AGM 20/6 - <i>noted</i> • Great Brickhill, Wing & Ivinghoe Local Area Forum (LAF) update - <i>noted</i> • A Fisher AVDC – News for the parishes and notification of AVDC meetings for June/July 2015 - <i>noted</i> • Letter from J Bercow regarding development in Ivinghoe - <i>noted</i> • G Holland – emails regarding fireworks display 2015 - <i>noted</i> • Sue Jobbins Shaping Communities – Copy of report for NDP Group - <i>noted</i> • BVCL – Details of Beacon Lit festival 27/6 - <i>Noted</i> • Aylesbury Vale Association of Local Councils (AVALC) agenda for meeting 2/6 - <i>noted</i> • Frey Morris AVDC – Confirmation of approval of Conservation Area Review by Cabinet on 16th June - <i>Noted</i> • D Webb – Notification of voting for replacement member to the Chilterns Conservation Board - <i>Noted</i> • BALC – Confirmation of places booked for Councillors R Benton, S Lott and A Dicker on councillor induction training 22/7 <p>14.3 Pitstone Neighbourhood Development Plan – The Parish Council would make the following comments- “Ivinghoe Parish Council strongly supports Pitstone Parish Council and the steering group efforts to proceed with the development of a neighbourhood plan for Pitstone parish. While we broadly support the overall vision of the plan we have concerns regarding the provision on the Pitstone NDP website or elsewhere of the evidence of how the community has shaped this draft plan. As the desk top research and data on the engagement meetings and questionnaires is not available, we find it difficult to objectively comment on this plan, as it is not clear where the objectives within the plan are derived from. We would welcome the opportunity to see the community input data that has drawn the steering committee to the conclusions contained within the draft plan”</p>	Clerk
15. Councillors Handbook	15.1 Councillor Boersma had given each members of the Parish Council a full set of Parish Council paperwork and guidance documents. She was thanked for undertaking this work.	
16. Councillor Induction training	Councillors Ruth Benton, Andrew Dicker and Stephen Lott had been booked on the training.	

<p>17. Financial Matters Payment of Accounts Balances IPC Website expenses To discuss and approve quote for repair of bus shelter High Street</p>	<p>17.1 The following accounts and expenses were submitted and UNANIMOUSLY approved for payment:</p> <table border="1" data-bbox="295 159 1045 1585"> <thead> <tr> <th>Payee</th> <th></th> <th>Description</th> <th>Total Paid</th> </tr> </thead> <tbody> <tr> <td>Contracts and Salaries</td> <td></td> <td>Clerks Salary, Expenses, Office costs and litter clearance</td> <td>£ 607.03</td> </tr> <tr> <td>Ivinghoe Old School</td> <td></td> <td>Room Hire</td> <td>£ 16.00</td> </tr> <tr> <td>Maxine Hayes</td> <td></td> <td>Reimb Dog Signs for allotments</td> <td>£ 19.14</td> </tr> <tr> <td>Eon</td> <td></td> <td>Street Lighting Power</td> <td>£ 101.21</td> </tr> <tr> <td>Tim Wilson</td> <td></td> <td>Tree work lime tree The Lawn</td> <td>£ 348.00</td> </tr> <tr> <td>A J Groom</td> <td></td> <td>Grsscuttering IA</td> <td>£132.00</td> </tr> <tr> <td>BALC</td> <td></td> <td>Induction training course - 3 places</td> <td>£94.20</td> </tr> <tr> <td>Lonsdale</td> <td></td> <td>Printing Beacon Magazine May issue</td> <td>£484.50</td> </tr> <tr> <td colspan="4">NDP Expenditure</td> </tr> <tr> <td>Shaping Communities</td> <td></td> <td>Consultation sessions and Report</td> <td>£876.50</td> </tr> <tr> <td>Jennifer Lampert</td> <td></td> <td>Research and Project Planning Workshop 2/6</td> <td>£462.12</td> </tr> <tr> <td>Income</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Lawn Hire</td> <td>£ 275.00</td> <td>(Elliott, Horn, Curiositea, D & D Walking group, Loveridge, Saunders, Manning, Jones, Hine & WI)</td> <td></td> </tr> <tr> <td>Beacon Mag sales</td> <td>£ 3.50</td> <td></td> <td></td> </tr> <tr> <td>Grant NDP</td> <td>£ 2,800.00</td> <td></td> <td></td> </tr> <tr> <td></td> <td>£ 3,078.50</td> <td></td> <td></td> </tr> <tr> <td colspan="4">17.2 Balances @ 07/07/2015</td> </tr> <tr> <td>HSBC Community ac</td> <td>£ 3,397.00</td> <td></td> <td></td> </tr> <tr> <td>BMM ac</td> <td>£ 75,025.61</td> <td></td> <td></td> </tr> <tr> <td>BMM Beacon</td> <td>£ 135.06</td> <td></td> <td></td> </tr> <tr> <td></td> <td>£ 78,557.67</td> <td></td> <td></td> </tr> </tbody> </table> <p>17.3 Councillor Boersma reported that further training had been undertaken on the website administration and social media. A bill would be received from Baby Badger in due course.</p> <p>17.4 It was PROPOSED (AD) SECONDED(SL) and RESOLVED to approve the quotation received from B.P.L. Roofing for £1800 plus VAT to repair the roof to the bus shelter opposite the Library/Town Hall. A quotation had also been received for the shelter by the church which would be considered at a later date.</p>	Payee		Description	Total Paid	Contracts and Salaries		Clerks Salary, Expenses, Office costs and litter clearance	£ 607.03	Ivinghoe Old School		Room Hire	£ 16.00	Maxine Hayes		Reimb Dog Signs for allotments	£ 19.14	Eon		Street Lighting Power	£ 101.21	Tim Wilson		Tree work lime tree The Lawn	£ 348.00	A J Groom		Grsscuttering IA	£132.00	BALC		Induction training course - 3 places	£94.20	Lonsdale		Printing Beacon Magazine May issue	£484.50	NDP Expenditure				Shaping Communities		Consultation sessions and Report	£876.50	Jennifer Lampert		Research and Project Planning Workshop 2/6	£462.12	Income				Lawn Hire	£ 275.00	(Elliott, Horn, Curiositea, D & D Walking group, Loveridge, Saunders, Manning, Jones, Hine & WI)		Beacon Mag sales	£ 3.50			Grant NDP	£ 2,800.00				£ 3,078.50			17.2 Balances @ 07/07/2015				HSBC Community ac	£ 3,397.00			BMM ac	£ 75,025.61			BMM Beacon	£ 135.06				£ 78,557.67			Clerk
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<p>18. Date of Next Meeting</p>	<p>Tuesday 4th August 2015 Ivinghoe Old School</p>																																																																																									
<p>19. To discuss and approve application for Ivinghoe Ward</p>	<p><i>At this point in the meeting the press and public were asked to leave.</i></p> <p>19.1 No further applications had been received for the vacancy created by Brian Dale and it was UNANIMOUSLY approved to co-opt Claire Bamber to the Parish Council.</p> <p>19.2 The Clerks annual appraisal had been circulated and was approved.</p> <p>19.3 It was PROPOSED SECONDED and UNANIMOUSLY approved to increase the Clerks hours to 12 per</p>																																																																																									

<p>vacancy To discuss Clerks annual appraisal To discuss and approve proposed increase in Clerks hours and rate of pay To discuss and approve allocating 2 hours per month to clerks completion of the Certificate in Local Council Admin (CILCA)</p>	<p>week and to increase the hourly rate to £14 per hour to be increased to £14.51 per hour on completion of the CILCA qualification. 19.4 It was POPOSED SECONDED and approved to allocate 2 hours per month of the Clerks hours to the completion of the CILCA qualification.</p>	
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Signed.....

Dated.....