

TINGEWICK PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 1st DECEMBER 2016 AT 7.30PM

PRESENT: Cllr Richard Fenemore, Chairman
Cllr Martin Hornsey, Vice-Chairman
Cllr Trisha Lightfoot
Cllr Dave Roy
Cllr Sara Churchfield
Cllr Robin Stuchbury, County Councillor
Samantha Chandler, Clerk

IN ATTENDANCE: 8 Members of the public

152 Apologies

Cllr Patrick Fealey, District Councillor and Cllr Patricia Swinburne

153 Declarations of Interest;

- a. Register of Interests: Councillors are reminded of the need to update their register of interest.
- b. To declare any Personal Interests in items on the agenda and their nature. None
- c. To declare any Prejudicial Interests in items on the agenda and their nature. None

154 Minutes: To consider the approval of the minutes of the last meeting of the Parish Council held on 3rd November 2016

It was proposed that item 145 be altered to reflect that it was the CHAPEL doors repaired and not the church doors.

Proposed: Cllr Lightfoot Seconded: Cllr Roy Approved

155 Matters Arising:

Item 9: White Line Painting

Referred to BCC Capital Maintenance team – awaiting update.

Cllr Hornsey advised that the lines have now been painted.

Open Forum Item 6 July Meeting: Meeting minutes of subcommittees publicly released, in particular the Rec Ground Committee. Cllr Roy suggested that at the next meeting the working party will be asked to consider whether they want to release the minutes or notes taken, however there have been no meetings recently and again, no further updates at this time.

No change

Item 148: Neighbourhood Plan

Cllr Roy suggested that if people expressed an interest in preparing a Neighbourhood Plan it would be desirable to get people from other villages who have been through the process to come and advise on what is involved. Cllr Churchfield suggested advertising to residents what the implications are and it was decided that Cllr Roy will draft an advertisement to go in the Tingewick News.

Cllr Roy advised that the advertisement was submitted to the Tingewick News with the deadline for those interested to come forward by the January meeting.

It was clarified that there are already 4 members of the public willing to participate.

156 County Councillor's Report:

Cllr Stuchbury advised that he will be meeting with an officer from the highways department regarding the Gladman development. He offered to take any concerns from Tingewick PC directly to the officer. Cllr Roy suggested forwarding a copy of the PC's objection, sent to AVDC, as there

was a specific section on traffic impact. Cllr Churchfield added the issue of safety because of the lack of pavement and room for pavement, particularly for children crossing the road to use the rec ground.

157 District Councillor's Report:

Apologies received.

OPEN FORUM

A gentleman involved in the planning application submitted for the land opposite the Red Lion in Little Tingewick spoke about the application. He advised that he and his wife have owned the land for 12 years and stated that the application is for one pitch only. If the application is approved, he advised that he and his wife are happy to supply a statement via their solicitor to assure that the site will not be extended past the one pitch in the future.

One resident wanted to thank the PC for their robust response to the Gladman application, which was submitted to AVDC. He wished to clarify the Affordable Housing statement made at start of the response as he was unsure what the PC stance is on further need for Affordable Housing within Tingewick? Cllr Roy advised that the AVDC policy is that 30% of all new developments should be Affordable Housing. Within that overall 30% there is a general break up that 75% should be rented and 25% for shared ownership but variances to those percentages occur based on need. The resident stated that he understood Tingewick to have met their need for Affordable Housing and Cllr Roy advised that Tingewick has met its need for TOTAL number of housing, according to the Vale of Aylesbury Local Plan.

Cllr Roy stated that this lead to a point which he was going to raise later in the meeting but would raise now, he advised that the PC had received notification from AVDC that the Local Plan has now been delayed because further negotiations with local authorities found more land available in areas not previously included. So the housing numbers on current areas has been reduced and the VALP is to be revised accordingly.

158 Planning; To consider the following planning applications received;

16/03638/APP - TINGEWICK, Land Opposite Red Lion Little Tingewick (Change of use of the land for the siting of a caravan for residential purposes for 1 no. gypsy pitch together with the erection of a stable block and hardstanding ancillary to that use.)

The PC does not object to the application subject to the following conditions being attached to safeguard the amenity of nearby residents:

1. No business to be operated or supported from the site.
2. No plant and/or machinery (other than that to be used exclusively on the site) stored/parked at the site at any time, even overnight.
3. The limit of the 'change of use' to be restricted to the area within 20 Metres of the Northern boundary fence.
4. The site should not be used for any temporary uses which may otherwise be permitted under provisions of the General Permitted Development Order.

159 Accounts

See appendix for details of transactions and budget report.

It was proposed that the Transaction Report be accepted.

Proposed: Cllr Lightfoot Second: Cllr Roy Approved

It was proposed that the Budget Report be accepted

Proposed: Cllr Hornsey Second: Cllr Churchfield Approved

160 Budget

The draft budget was presented by the Clerk.

The Clerk advised that the current proposed budget was based on the previous years' budget using a cash flow report from the listed transactions for the current financial year as comparison. Clerk also advised that she would be meeting with someone from AVDC next week regarding the precept request.

The Clerk also advised that there had been a request from the Editor of the Tingewick News regarding an annual contribution previously made but now ceased and would the PC consider reinstating it? The PC agreed to encourage the Editor to increase advertising rates to increase revenue and to also put into the PC budget a contribution.

It was raised that the Village Hall Wifi would also need to be included.

It was proposed that the budget be deliberated and confirmed at the January meeting.

161 Precept Request

To be confirmed when the budget is set.

162 Councillors' Reports and Items for Future Agenda

For each Councillor to report matters of information not included elsewhere on the agenda, to agree urgent actions and to raise items for future agendas

- **Lighting: Cllr Lightfoot**
All in order.
Mr Ed Maxwell fixed the Christmas lights so working well now. They are up on the tree and the lighting of tree will take place on Saturday. One set was lost previously and Cllr Lightfoot suggests looking at purchasing more for Christmas next year.
- **Footpaths and Pond: Cllr Churchfield**
All in order. Footpaths walk last Sat, 26th Nov. 12 people attended, plus 2 children and 2 dogs, which was an increase from previous years. Lots of footpaths covered. Note to be sent to Mr Styles for some cutting back that needs to be done.
- **Cemetery, Grass cutting and Special Projects: Cllr Swinburne**
Not in attendance
- **Playgrounds, Roads, Footways and Street Furniture: Cllr Hornsey**
Everything good in playgrounds
Touched on Gorrell close salt bin at last meeting. Cllr Hornsey advised that he looked at the salt in and while he agrees that it could be in a better position, it is still full so can't be moved at this time. He advised that he worries residents would object to the new location as it is a more heavily populated area or residents from the old location may complain if it goes missing from there. He advised that if he receives more correspondence from residents about the salt bin, he would like to meet with them in person to discuss their requests.
- **Recreation Ground: Cllr Fenemore**
A couple of issues reported via the website, however Mr Styles has already been to rectify them.
- **Planning: Cllr Roy**
2 applications approved since our last meeting;
16/03346/APP - Erection of one and a half side storey side extension and single storey rear extension, 12 Gorrell Close

16/03045/APP and 16/03046/ALB - Change of use of the former public house to form one dwelling including demolition of modern rear extensions and erection of a pair of semi-detached dwellings with detached garage block, Crown Inn Ph Main Street

Buckingham Transport Strategy

Bucks CC have published a draft Transport Strategy for Buckingham to accompany AVDC's Local Plan. Short- to medium term improvements centre on improvements to cycle routes and bus services. A long- term plan is to reduce town centre traffic by providing a western link road from the A421/Tingewick Road junction to the A422.

Cherwell consulting on change to local plan, looking at options for surrounding areas to accommodate further housing development to meet Oxford's housing needs.

Neighbourhood Plan – Cllr Roy pointed out it's a statutory process, so we'll have to jump through many formal hoops. Parish council have to lead, so we have to decide if happy to do it and identify available funds. Have to decide if the plan will be for just the village or the entire parish area and submit proposal to district council.

Cllr Roy suggested setting meeting with representatives from district council, a village that's prepared a plan and from Planning Aid (who can provide advice from volunteer planners) once we find out who is interested in helping. He will be happy to help find contacts and set up but said that the Jan PC meeting is his last.

It was suggested we wait until Jan for responses to Tingewick News advert and then move as quickly as possible to investigate possible costs.

It was noted preparation of the plan could be a year long process even if things go well.

163 Correspondence

- a) "Restoring the Record" project for footways and paths.
To go on January 2017 meeting agenda for discussion
- b) Little Tingewick residents – re; Planning Application 16/03638/APP
Discussed above, under Planning
- c) Sandpit Hill residents – MVAS and speeding
Cllr Hornsey to again respond

164 Village Hall Wifi/Broadband

Cllr Hornsey advised that he has corresponded with a local expert who says there are no legal problems with public wifi. Cllr Hornsey has investigated associated costs and Cllr Lightfoot will take this information to the Village Hall Management Committee meeting next Monday.

165 S106 agreement for proposed development, Land East Of Water Stratford Road Tingewick

All agree to the same wording from the s106 agreement for the Land Off Gorrell Lane. Cllr Roy to draft a response to Joe Houston for the Clerk to forward.

166 Recreation Ground Report/Development

No updates at this time.

167 Date of next meeting: To confirm the date of the next meeting, scheduled for 5th January 2017

Meeting closed at 2100

Signed..... Dated.....

Budget Report
01/04/16 Through 01/12/16 (in Pounds)

Category Description	01/04/16 Actual	- Budget	01/12/16 Difference
Adminstration			
Audit	-241.80	-265.06	23.26
Information Commissioner	0.00	-16.06	16.06
Insurance	-1,365.62	-1,004.03	-361.59
Meeting Room	-225.00	-200.80	-24.20
Payroll	-2,182.60	-2,666.70	484.10
Stationery & Sundries	-419.51	-401.61	-17.90
Subscriptions	-160.82	-160.64	-0.18
Training	0.00	-48.19	48.19
Website	-895.98	-730.93	-165.05
TOTAL Adminstration	-5,491.33	-5,494.02	2.69
Cemetery			
Council Tax	0.00	-32.12	32.12
Grounds Maintenance (Cemetery)	-1,371.25	-1,983.96	612.71
Water	-67.26	-160.64	93.38
Sundries	-74.50	0.00	-74.50
Administration	-153.98	0.00	-153.98
Chapel	-690.50	0.00	-690.50
Cemetery (Exp)	-7.50	0.00	-7.50
TOTAL Cemetery	-2,364.99	-2,176.72	-188.27
Churchyard			
Ground Maints (Churchyard)	-1,379.85	-1,309.25	-70.60
TOTAL Churchyard	-1,379.85	-1,309.25	-70.60
Fete & Beer Festival			
Fete	-244.76	0.00	-244.76
TOTAL Fete & Beer Festival	-244.76	0.00	-244.76
Income			
Cemetery	865.00	498.00	367.00
Grant Payment	0.00	265.06	-265.06
Interest	16.16	0.00	16.16
Precept	27,400.00	18,072.58	9,327.42
Recreation Ground Booking	0.00	666.67	-666.67
Recreation Ground Fundraising	-65.00	0.00	-65.00
TOTAL Income	28,216.16	19,502.31	8,713.85
Infrastructure			
Dog Bins	0.00	-232.93	232.93
Footpaths	-425.00	-666.67	241.67
MVAS	-120.00	-120.48	0.48
Safety Inspections	-90.00	-80.32	-9.68
Street Furniture	-650.00	-329.32	-320.68
Street Lighting Maintenance	-163.70	-1,100.41	936.71
Street Lighting Supply	-1,775.39	-2,690.80	915.41
Cut hedges	-25.00	0.00	-25.00
TOTAL Infrastructure	-3,249.09	-5,220.93	1,971.84
Pond			
Ground Maintenance (Pond)	-657.00	-771.09	114.09
TOTAL Pond	-657.00	-771.09	114.09
Public Relations			
Best Kept Village	-20.00	-16.06	-3.94

Budget Report
01/04/16 Through 01/12/16 (in Pounds)

Category Description	01/04/16 Actual	- Budget	01/12/16 Difference
Christmas	-200.00	-289.16	89.16
S137	-25.00	-64.25	39.25
Tingewick News	-48.00	-64.25	16.25
Tingewick School	0.00	-104.41	104.41
TOTAL Public Relations	-293.00	-538.13	245.13
Recreation Ground			
Electricity Supply	-101.98	-530.12	428.14
Grass Cutting	-1,235.00	-1,204.83	-30.17
Lease	-757.50	-498.00	-259.50
Play Equipment Repairs	0.00	-329.32	329.32
Recreation Ground Maint	-2,142.81	-1,333.35	-809.46
TOTAL Recreation Ground	-4,237.29	-3,895.62	-341.67
Reserve			
General Reserve	0.00	-14,168.90	14,168.90
Street Furniture Reserve	0.00	-3,341.41	3,341.41
Street Lighting Replacement	710.00	-10,040.32	10,750.32
Cemetery Chapel	-260.00	0.00	-260.00
TOTAL Reserve	450.00	-27,550.63	28,000.63
Unassigned			
Uncategorised-Other	-1,558.73	0.00	-1,558.73
Salary	-1,138.80	0.00	-1,138.80
TO PC Current	-16,151.08	0.00	-16,151.08
TO VAT Control	-1,470.00	0.00	-1,470.00
FROM PC Current	1,470.00	0.00	1,470.00
FROM PC Deposit	16,000.00	0.00	16,000.00
FROM VAT Control	151.08	0.00	151.08
TOTAL Unassigned	-2,697.53	0.00	-2,697.53
OVERALL TOTAL	8,051.32	-27,454.08	35,505.40

Transaction Report
04/11/16 Through 01/12/16 (in Pounds)

Date	Num	Description	Memo	Category	Clr	Amount
BALANCE 03/11/16						243.24
01/12/16	DEP	Transfer	Transfer	[PC Deposit]		3,000.00
01/12/16	DEP	Heritage & Sons	Memorial Permit	Cemetery		80.00
01/12/16	DEP	P. McAllister	purchase plot	Cemetery		375.00
01/12/16	203488 ...	Benchmark UK Ltd	Picnic Tables Rec ground ...	--Split--		-780.00
01/12/16	203489 ...	Staples	Stationery & Archiving	--Split--		-156.66
01/12/16	203491 ...	Aylesbury Mains Ltd	Street light repair	--Split--		-84.60
01/12/16	203492	Ingrid Hodges	Tree for school playground	Christmas		-200.00
01/12/16	203493 ...	Complete Ground Managem...	Grass Cutting	--Split--		-216.00
01/12/16	203494	Maria Street	advertisements x 2	Tingewick News		-12.00
01/12/16	203495 ...	MH-P Internet Ltd	website updating plan (19...	--Split--		-828.00
01/12/16	203496 ...	Barton Farms	Hedge cutting	--Split--		-126.00
01/12/16	203497 ...	T Styles	Contract Fee November	--Split--		-405.00
01/12/16	203498	S. Chandler	stamps	Stationery & Sundries		-13.20
01/12/16	203499	S. Chandler	Clerk wages - November	Salary		-379.60
01/12/16	203500 ...	C J Dowdall	door latch repair	--Split--		-48.60
01/12/16	203501	P. Lightfoot	photocopies for welcome ...	Stationery & Sundries		-32.49
01/12/16	203502	S. Churchfield	photocopies and cakes for...	Stationery & Sundries		-14.95
TOTAL 04/11/16 - 01/12/16						157.90
BALANCE 01/12/16						401.14
TOTAL INFLOWS						3,455.00
TOTAL OUTFLOWS						-3,297.10
NET TOTAL						157.90