

TINGEWICK PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 7th JULY 2016 AT 7.30PM

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

IN ATTENDANCE: 4 Members of the public

91 Apologies

Cllr Pat Swinburne
Patrick Fealey – District Councillor
Robin Stuchbury – County Councillor

92 Declarations of Interest;

- a. Register of Interests: Councillors are reminded of the need to update their register of interest. - None
- 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

93 Minutes: To consider the approval of the minutes of the last meeting of the Parish Council held on 2nd June 2016 (Previously circulated)

Item 79 / Item 10, the chapel doors are not under construction, they are SCHEDULED for August.
Proposed: Dave Seconded: Martin Approved

94 Matters Arising: For information and reports only

Item 9: White line painting scheduled for July..

Open Forum Item 1: Bovis site employees will endeavour to sweep the road once a week, on a Friday, in readiness for the weekend.

Open Forum Item 3: Road Signs obscured by hedgerows. Cllr Hornsey has spoken to Dave Smith from AVDC. Mr Smith says other works are being carried out in Tingewick at the end of July and this will be added to the list.

95 County Councillor's Report:

Apologies received

96 District Councillor's Report:

Apologies received.

OPEN FORUM

A resident queried how much the Village Hall will be receiving from the S106 monies as 3 projects had been applied for and they had heard the application had been successful.

Cllr Roy responded that an email had been received from Joe Houston at AVDC who is happy to agree that the proposed extension to the Village Hall is an appropriate use of s106 money and suggested that the glazing and draining should be included as part of an overall "Improvements to Tingewick Village Hall" project. Cllr Roy has also enquired as to whether any professional fees associated with purchase of the rec ground and works can be included in requested total from S106.

A second resident enquired about the sporting facilities being installed at the rec ground and requested a skate park be considered as it was something petitioned for previously by the children of the village.

Cllr Roy explained that during the public consultation period, there were 4 sports which rated higher than a skate park which could be accommodated in a multi-use games area - Not to say that both/all can't be done, just that the council needs to agree on the priority if it is required to identify specific projects in future s106 agreements.

A resident of the village had invited along a member of the public from a neighbouring village, who is a lighting professional, to talk about the street lighting trial currently taking place. This gentleman said that many councils unfortunately use the wrong street lights and recommended looking in to LED's of a higher quality than is usually purchased.

Cllr Lightfoot responded that she had asked a representative from Aylesbury Mains to attend but they were unable to attend on such short notice. This will be organised for the next meeting after the holiday break as the resident feedback, advertised in the Tingewick News, should have been collected by then also. Cllr Lightfoot suggested that perhaps a trial of the LED's might be in order, but this can be done after the current trial.

Action: Cllr Lightfoot

A resident proposed at the June meeting to have meeting minutes of subcommittees publicly released. In particular the Rec Ground Committee.

A second resident suggested that any minutes or notes taken at subcommittee meetings could be uploaded to the Parish Council website.

Cllr Fenemore responded that all subcommittees and working parties need to escalate items raised to the Parish Council for discussion at Council Meetings and thereby all matters are publicly released through the Parish Council Meeting Minutes.

Cllr Roy suggested that with availability of the S106 money being discussed, it is likely the rec ground working party will increase the frequency of their meetings and at the next meeting, the working party will be asked to consider whether they want to release the minutes or notes taken.

Action: Cllr Roy

97 Planning; To consider the following planning applications received;

16/02094/APP – TINGEWICK, Jacobi Water Stratford Road Tingewick (Demolition of existing conservatory and shed. Increase in height of roof and provision of ridged roof over existing flat roof to provide first floor accommodation with insertion of three dormers to the rear and two to the front, roof lights and north facing gable window, and erection of front porch and rear veranda.)

The resident who lodged this application was present to answer any questions the Councillors might have. Cllr Churchfield questioned the height increase for the roof and the resident explained that the height will only be increasing by 4.5ft

No objection

16/02385/APP – TINGEWICK, 29 Stockleys Lane Tingewick (External alteration to existing rear extensions and new double garage to front to replace existing parking bays) As the application was received with very short notice for this meeting not all councillors had yet had a chance to properly look into it. Cllr Roy noted a concern about the garage being forward to the pavement edge. Cllr Churchfield agrees with same concern. It was noted that other houses in the same street have done similar with their garage extensions however they are further set back from the street edge. Cllr Roy will circulate an email to the Parish Council members for discussion.

Action: Cllr Roy

98 Accounts

See Appendix for details of transactions and budget report.

It was proposed that the Transaction Report be accepted.

Proposed: Cllr Hornsey Seconded: Cllr Churchfield Agreed

It was proposed that the Budget Report be accepted.
Proposed: Cllr Lightfoot Seconded: Cllr Roy

Agreed

99 Councillors' Reports and Items for Future Agenda

- Lighting: Cllr Lightfoot

Article published in Tingewick News regarding the trial streetlights, however no feedback has been received as yet.

The lights that were being monitored by pond seem to be sorted.

A resident in New Street reported a light out by their house, this has been reported to Aylesbury Mains.

- Footpaths and Pond: Cllr Churchfield

Westwell Lane: Multiple complaints about the little tarmac paths breaking up. Cllr Churchfield reporting for next time BCC are working in the area. Cllr Hornsey advised that an email from Dave Smith (AVDC) stated there are various works scheduled for Tingewick from 27th July.
Gorrell Lane: left hand side, very steep bank. Paving slabs placed side by side to protect bank, now all falling down creating hazard. Cllr Roy advised that this issue was raised approximately 4 years ago and BCC claimed responsibility for the area. Cllr Hornsey will contact Dave Smith again about this to have it added to the list of works needing to be done in Tingewick.
Cllr Churchfield noted that there is a constant issue with Gorrell Lane and the vegetation growing beside it. She has explained to residents that Mr Styles can't be sent there more frequently to trim it back and remove woody cuttings thrown down the bank by adjacent residents.

Church Lane: massive hedge growing over the lane. This is an ongoing issue which BCC dispute whose responsibility it is. A resident has kindly trimmed it but it needs to be heavily pruned back. According to the village footpath plan, the area belongs to BCC as it is part of a publicly maintained highway area, but this relates more to the roadway and not the surrounding garden/hedge. Cllr Fenemore suggested sending a letter to the homeowner. **Action: Clerk**

- Cemetery, Grass cutting and Special Projects: Cllr Swinburne

No update.

- Playgrounds, Roads, Footways and Street Furniture: Cllr Hornsey

All currently in order and BCC will be coming to carry out works around the village from 27th July.

- Recreation Ground: Cllr Fenemore

Cllr Fenemore noted that the rec ground had taken a bit of a pounding from the fete, this will need to be inspected once it has dried to see if it has been damaged and what, if anything, needs to be done.

- Planning: Cllr Roy

There have been 3 approvals since the last meeting, however there is still no decision on the site in Field Close.

Email received from Paul Hodson who is the recently appointed Senior Infrastructure Coordinator at BCC. He is holding workshops across the county with the aim "to better inform Buckinghamshire County Council's capital program and developer funding (Section 106/CIL) asks in order to ensure that the County Council's delivery of local priority projects might be improved, to the benefit of communities affected by development in their area."

Cllr Roy is unable to attend and asked if other councillors would like to attend in his absence. Cllr's Fenemore and Hornsey agreed.

The draft of the Vale of Aylesbury Local Plan has been published and is open to consultation from today until the 5th September. There will be a drop-in session on Wednesday 13th July at Buckingham Community Centre. It proposes that by the year 2033 the number of dwellings will increase to 33,300 with the primary focus of growth in Aylesbury, followed by Buckingham,

Haddenham and Winslow. There has also been a change to the size categories for Villages and Tingewick is now classed as a Medium sized village, whereas it was previously classed as Large. As the consultation period ends very shortly after the September Parish Council meeting, Cllr Roy advised that he would circulate a briefing note to the other councillors and a formal response can be agreed at the next meeting. Cllr Roy also suggested including an article on this in the Tingewick News. **Action: Cllr Roy**

100 Correspondence

The Village Hall Committee has returned the matter of installing and maintaining a broadband/wifi connection to the Parish Council as they have concerns for the safety and legalities that could be involved. It was noted that there are several safety measures that can and will be initiated to prevent the broadband/wifi from being used for illegal downloading etc. Cllr Lightfoot added that while the cost is nominal, a broadband/wifi connection will benefit the Village in general. Cllr Lightfoot suggested the Parish Council set up and provide the service for 12 months (which is a standard minimum contract with a provider) and if it proves successful, to then suggest the Village Hall Committee take over or contribute to the service. A vote was taken and a majority of councillors was in favour. Associated costs will need to be investigated further. **Action: Clerk**

101 MVAS

Clerk has investigated and found that the stats were last uploaded to the website in January 2015. Specific software is required for downloading the stats from the machine. Swarco have been contacted, Clerk is awaiting a response.

A note was received from a local resident that the sign was not working. It is believed to be the battery not keeping a charge. Cllr Hornsey to liaise with Mr Styles about when batteries are changed and how long they're lasting as the machine was purchased in early 2014 and the batteries should still be able to hold their fortnightly charge. **Action: Cllr Hornsey**

Cllr Hornsey suggested looking at the "sighting" of the machine to determine which locations are of most benefit and to keep the MVAS in its current location until the next meeting so as to better check the stats on that location. It was also suggested to check with Swarco to see if there is a facility to run the machine for one week as normal and then running a second week without it lighting up its warning to the drivers, to compare the stats and see if the lighted warning makes a difference. Swarco is to again be contacted for this. **Action: Clerk**

102 Website Updates

Clerk contacted the Webmaster and was informed that a complete listing would need to be submitted for all website edits before a quote could be generated.

Councillors are asked to check the website and send any edits required to the clerk at their earliest convenience. **Action: all Councillors and Clerk**

103 Resident Bequest

Query received regarding a bequest being made to the village from a former resident up to the value of £1,000. Cllr Roy suggested something for the rec ground, perhaps a bench seat or picnic table. All present agreed this was a good idea. The executors of the estate are to be contacted to present the councils suggestion. **Action: Clerk**

104 Welcome Pack – Bovis development residents

Cllr Lightfoot reminded that the idea had been suggested quite a while ago for the Parish Council to put together a small welcome pack introducing the Village facilities and services for all new residents in the Bovis Estate.

Council members brainstormed what items should be included and Cllr Churchfield offered to assist Cllr Lightfoot with the project. **Action: Cllr's Lightfoot and Churchfield**

105 Tingewick Parish Crest / Logo

Clerk queried if there was a Parish crest or logo. Cllr Hornsey advised that a competition was held many years ago to have one created but it never progressed. A suggestion was made to use the

design on beer mugs from the annual fete and beer festival, which is a silhouette of the high street. This was deemed favourable by all present but would need to be investigated with the Fete Committee to find out where the design originated.

Action: Cllr Fenemore

106 Recreation Ground Report / Development

AVDC had advised the Parish Council that it had to identify a specific leisure or recreation project for use of s106 money which would be generated by the development off Field Close, if planning approval was given. Cllr Roy suggested that the wording should be as general as possible to keep options open and suggested the monies be used for “improvements to sport and recreation facilities at the recreation ground.” However, if a more specific project had to be identified, it was agreed that a contribution to a multi-use games area would be appropriate..

Cllr Fenemore noted that an agent had been previously appointed to assist in the purchase of the rec ground and he believes we need to continue with this agent. All in attendance agreed.

107 S106 Monies

Cllr Roy had checked and confirmed with AVDC that all associated costs such as professional fees can be included in the application for S106 money for purchase of the recreation ground.

108 Date of next meeting: To confirm the date of the next meeting, scheduled for 25th August 2016 at 7.30pm

Meeting closed at 21:48

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

Budget Report
01/04/16 Through 07/07/16 (in Pounds)

Category Description	01/04/16 Actual	- Budget	07/07/16 Difference
Administration			
Audit	-41.80	-106.45	64.65
Information Commissioner	0.00	-6.45	6.45
Insurance	0.00	-403.22	403.22
Meeting Room	0.00	-80.64	80.64
Payroll	-1,423.40	-1,070.96	-352.44
Stationery & Sundries	-155.26	-161.29	6.03
Subscriptions	-160.82	-64.51	-96.31
Training	0.00	-19.35	19.35
Website	0.00	-293.54	293.54
TOTAL Administration	-1,781.28	-2,206.41	425.13
Cemetery			
Council Tax	0.00	-12.90	12.90
Grounds Maintenance (Cemetery)	-641.25	-796.77	155.52
Water	-59.70	-64.51	4.81
Sundries	-44.50	0.00	-44.50
TOTAL Cemetery	-745.45	-874.18	128.73
Churchyard			
Ground Maints (Churchyard)	-584.85	-525.80	-59.05
TOTAL Churchyard	-584.85	-525.80	-59.05
Fete & Beer Festival			
Fete	-244.76	0.00	-244.76
TOTAL Fete & Beer Festival	-244.76	0.00	-244.76
Income			
Cemetery	270.00	200.00	70.00
Grant Payment	0.00	106.45	-106.45
Interest	7.10	0.00	7.10
Precept	13,900.00	7,258.06	6,641.94
Recreation Ground Booking	0.00	267.74	-267.74
Recreation Ground Fundraising	-65.00	0.00	-65.00
TOTAL Income	14,112.10	7,832.25	6,279.85
Infrastructure			
Dog Bins	0.00	-93.54	93.54
Footpaths	-425.00	-267.74	-157.26
MVAS	-60.00	-48.38	-11.62
Safety Inspections	-90.00	-32.25	-57.75
Street Furniture	0.00	-132.25	132.25
Street Lighting Maintenance	-138.60	-441.93	303.33
Street Lighting Supply	-882.84	-1,080.64	197.80
TOTAL Infrastructure	-1,596.44	-2,096.73	500.29
Pond			
Ground Maintenance (Pond)	-292.00	-309.67	17.67
TOTAL Pond	-292.00	-309.67	17.67
Public Relations			
Best Kept Village	-20.00	-6.45	-13.55
Christmas	0.00	-116.12	116.12
S137	-25.00	-25.80	0.80
Tingewick News	-24.00	-25.80	1.80
Tingewick School	0.00	-41.93	41.93

Budget Report
01/04/16 Through 07/07/16 (in Pounds)

Category Description	01/04/16 Actual	- Budget	07/07/16 Difference
TOTAL Public Relations	-69.00	-216.10	147.10
Recreation Ground			
Electricity Supply	-101.98	-212.90	110.92
Grass Cutting	-345.00	-483.87	138.87
Lease	-382.50	-200.00	-182.50
Play Equipment Repairs	0.00	-132.25	132.25
Recreation Ground Maint	-707.35	-535.48	-171.87
TOTAL Recreation Ground	-1,536.83	-1,564.50	27.67
Reserve			
General Reserve	0.00	-5,690.32	5,690.32
Street Furniture Reserve	0.00	-1,341.93	1,341.93
Street Lighting Replacement	0.00	-4,032.25	4,032.25
Cemetery Chapel	-260.00	0.00	-260.00
TOTAL Reserve	-260.00	-11,064.50	10,804.50
Unassigned			
Uncategorised-Other	0.00	0.00	0.00
TO PC Current	-4,000.00	0.00	-4,000.00
TO VAT Control	-451.46	0.00	-451.46
FROM PC Current	451.46	0.00	451.46
FROM PC Deposit	4,000.00	0.00	4,000.00
TOTAL Unassigned	0.00	0.00	0.00
OVERALL TOTAL	7,001.49	-11,025.64	18,027.13

Transaction Report
03/06/16 Through 07/07/16 (in Pounds)

Date	Num	Description	Memo	Category	Clr	Amount
		BALANCE 02/06/16				2,426.13
24/06/16	203437	... T Styles	Contract Fee May	--Split--		-420.00
01/07/16	203438	... IDU Trading Ltd	Goal post and net	--Split--		-475.00
07/07/16	DEP	Memorials Of Distinction	Memorial Tablet Fee (non-...	Cemetery		120.00
07/07/16	DEP	Heritage & Sons	Memorial Permit	Cemetery		80.00
07/07/16	DEP	Transfer	Transfer	[PC Deposit]		2,000.00
07/07/16	203439	... T Styles	Contract Fee June	--Split--		-420.00
07/07/16	203440	S. Chandler	Salary - June 2016	Payroll		-379.60
07/07/16	203441	S. Chandler	Expenses - Printer & Stati...	Stationery & Sundries		-56.50
07/07/16	203442	... T Styles	Footpaths, Fete and Sund...	--Split--		-669.50
07/07/16	203443	... E-On	Electricity supply to chang...	--Split--		-26.38
07/07/16	203444	... Complete Ground Manage...	Grass Cutting	--Split--		-216.00
07/07/16	203445	... Hydramex Limited	Contractor Requirements	--Split--		-48.30
07/07/16	203446	... Barton Farms	Hedge cutting	--Split--		-84.00
07/07/16	203447	... Aylesbury Mains Ltd	Street Light trial lanterns	--Split--		-33.60
07/07/16	203448	John Clucas	Tingewick News advert	Tingewick News		-12.00
07/07/16	203449	... Oxford Diocesan Board Of ...	Pipe easement fee	--Split--		-1.02
07/07/16	203450	R A Hart	Supply & fit new toilet seat	Recreation Ground Maint		-56.40
		TOTAL 03/06/16 - 07/07/16				-698.30
		BALANCE 07/07/16				1,727.83
		TOTAL INFLOWS				2,200.00
		TOTAL OUTFLOWS				-2,898.30
		NET TOTAL				-698.30