

TINGEWICK PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 1st JUNE 2017 AT 7.30PM

PRESENT: Cllr Martin Hornsey
Cllr Richard Fenemore
Cllr Ed Maxwell
Cllr Andrew Jenkinson
Cllr Pat Swinburne
Samantha Chandler, Clerk

IN ATTENDANCE: 0 Members of the public

76 Apologies

Cllr Trisha Lightfoot, Cllr Sara Churchfield, Cllr Charlie Clare and Cllr Patrick Fealey.

77 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

78 Minutes: To consider the approval of the minutes of the last meeting of the Parish Council, held on Thursday 18th May 2017 (Previously circulated)

Proposed: Cllr Fenemore Seconded: Cllr Jenkinson Approved

79 Matters Arising:

Open Forum Item 6, July 2016 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. No further updates. Discussed under Item 84, below.

Item 66: Query regarding an invoice from E-on for where exactly the electricity supply being billed is for.

Confirmed as street lighting, invoice to be paid.

Item 71: Playground inspections carried out with a few recommendations. The total quoted cost for repairs is £1435 at the school play area. It was proposed that the school be contacted to see if they would be willing to contribute to the repairs.

Clerk contacted Headteacher and was informed that the School Governors finance meeting is scheduled for 3rd July, where it will be raised and we will be informed of the decision afterwards.

Item 72a: Village of the Year competition with Channel 4 TV show. The Cllrs agreed that while we are not sure our chances are high, it's worth looking into it.

Entries for the 2017 competition have closed. Our details will be kept and Tingewick will be automatically entered in the competition next year.

Item 74: Village Hall Wifi, Cllr Hornsey reports the account has been confusing, one bill was charged then refunded and a new bill was received for a higher amount than expected. He is currently disputing it.

Cllr Hornsey advised that the service provider has agreed to give a refund to compensate for the invoicing errors, however the total monthly charge has now increased by approx. £3 per month.

80 County Councillor's Report:

Apologies received

81 District Councillor's Report:

Apologies received

OPEN FORUM

Resident with property bordering the cemetery is/has been landscaping and would like to cut down two trees that are on cemetery land as the trees are of a large size and due to the incline from the residential property to the cemetery grounds and because the bank is eroding, the trees are at risk of falling down.

Cllr Hornsey advised that he will go and look at the area in question and will check that it is not included in the conservation land area.

82 Planning; To consider the following planning applications received;
No applications received since the last PC meeting.

83 Accounts

See appendix for details of transactions and budget report.

It was proposed that the Transaction Report be accepted.

Proposed: Cllr Fenemore Second: Cllr Swinburne Approved

It was proposed that the Budget Report be accepted

Proposed: Cllr Swinburne Second: Cllr Fenemore Approved

84 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
Apologies received
- **Footpaths and Pond:** Cllr Churchfield
Apologies received
- **Cemetery, Grass cutting and Special Projects:** Cllr Swinburne
Cllr Swinburne reported that BCC have been in the village cutting the verges.
Cllr Fenemore advised that a complaint was received regarding lawn mowing at church not being done properly. Cllr Swinburne said she will look into this and speak with Mr Styles.
- **Playgrounds, Roads, Footways and Street Furniture:** Cllr Hornsey
Cllr Hornsey advised that while we are awaiting the schools response to the playground repairs, the other recommended repairs for the playground areas will be put on hold as there is no urgent work required.
Cllr Hornsey advised that the pothole at the edge of the driveway to the village hall is being repaired at cost as goodwill gesture by a local tradesman. This should be done within the next 2 weeks.
- **Recreation Ground:** Cllr Fenemore
Cllr Fenemore advised that there was a meeting held last night at which the Trustees were agreed upon for the rec ground as the rec is in the final stages of being purchased from BCC, we are now awaiting the notification on the agents and solicitors fees. Once this is done a committee will be formed for the running the rec.
Cllr Fenemore presented pictorial plans / blueprints for the rec.
- **Planning:** Cllr Jenkinson
Cllr Jenkinson advised that the only application since the last meeting was for a tree to be cut down. He also advised that the application for 3 houses at the auction site, has been approved.

- Village Hall Wifi: Cllr Maxwell
Cllr Maxwell advised that the updated “Terms and conditions” for the village hall are in the process of being drafted. This will be circulated to the councillors prior to next PC meeting.

85 Correspondence – none.

86 Neighbourhood Plan

Clerk advised that a local resident with planning experience has stepped forward and expressed interest in joining the Neighbourhood Plan Working Party. The councillors agreed that all those who have expressed their willingness to assist should be invited to attend the next PC meeting where it can be discussed.

87 Date of next meeting: To confirm the date of the next meeting, scheduled for 6th July 2017

Meeting Closed at 20:35

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

Budget Report
01/04/17 Through 01/06/17 (in Pounds)

| Category Description | 01/04/17 Actual | - Budget | 01/06/17 Difference |
|---------------------------------------|--------------------|------------------|------------------------|
| Administration | | | |
| Audit | -49.15 | -67.10 | 17.95 |
| Broadband | 0.00 | -61.00 | 61.00 |
| Computer | 0.00 | -117.93 | 117.93 |
| Information Commissioner | 0.00 | -4.06 | 4.06 |
| Insurance | 0.00 | -254.16 | 254.16 |
| Meeting Room | -120.00 | -50.83 | -69.17 |
| Payroll | -379.60 | -770.63 | 391.03 |
| Stationery & Sundries | -57.53 | -126.06 | 68.53 |
| Subscriptions | 0.00 | -40.66 | 40.66 |
| Training | 0.00 | -12.20 | 12.20 |
| Website | 0.00 | -185.03 | 185.03 |
| TOTAL Administration | -606.28 | -1,689.66 | 1,083.38 |
| Cemetery | | | |
| Chapel | 0.00 | -42.70 | 42.70 |
| Council Tax | 0.00 | -8.13 | 8.13 |
| Grounds Maintenance (Cemetery) | -292.00 | -502.23 | 210.23 |
| Water | 0.00 | -40.66 | 40.66 |
| TOTAL Cemetery | -292.00 | -593.72 | 301.72 |
| Churchyard | | | |
| Ground Maints (Churchyard) | -292.00 | -331.43 | 39.43 |
| TOTAL Churchyard | -292.00 | -331.43 | 39.43 |
| Discretionary | | | |
| Donations | -20.00 | -32.53 | 12.53 |
| TOTAL Discretionary | -20.00 | -32.53 | 12.53 |
| Fete & Beer Festival | | | |
| Fete | 0.00 | -40.66 | 40.66 |
| TOTAL Fete & Beer Festival | 0.00 | -40.66 | 40.66 |
| Income | | | |
| Cemetery | 0.00 | 126.06 | -126.06 |
| Interest | 1.10 | 2.03 | -0.93 |
| Precept | 15,100.00 | 5,103.66 | 9,996.34 |
| Recreation Ground Booking | 0.00 | 168.76 | -168.76 |
| Recreation Ground Fundraising | 40.00 | 0.00 | 40.00 |
| TOTAL Income | 15,141.10 | 5,400.51 | 9,740.59 |
| Infrastructure | | | |
| Dog Bins | 0.00 | -58.96 | 58.96 |
| Safety Inspections | 0.00 | -20.33 | 20.33 |
| Street Furniture | 0.00 | -109.80 | 109.80 |
| Street Lighting Maintenance | -64.90 | -254.16 | 189.26 |
| Street Lighting Supply | 0.00 | -681.16 | 681.16 |
| MVAS | -14.09 | 0.00 | -14.09 |
| TOTAL Infrastructure | -78.99 | -1,124.41 | 1,045.42 |
| Pond | | | |
| Ground Maintenance (Pond) | -146.00 | -195.20 | 49.20 |
| TOTAL Pond | -146.00 | -195.20 | 49.20 |
| Public Relations | | | |

Budget Report
01/04/17 Through 01/06/17 (in Pounds)

| Category Description | 01/04/17 Actual | - Budget | 01/06/17 Difference |
|--------------------------------|--------------------|-------------|------------------------|
| Best Kept Village | -20.00 | -4.06 | -15.94 |
| Christmas | 0.00 | -75.23 | 75.23 |
| Tingewick News | -30.00 | -16.26 | -13.74 |
| Tingewick School | 0.00 | -26.43 | 26.43 |
| TOTAL Public Relations | -50.00 | -121.98 | 71.98 |
| Recreation Ground | | | |
| Electricity Supply | -1,008.29 | -134.20 | -874.09 |
| Grass Cutting | -90.00 | -305.00 | 215.00 |
| Lease | -187.50 | -128.10 | -59.40 |
| Play Equipment Repairs | 0.00 | -83.36 | 83.36 |
| Recreation Ground Maint | -160.00 | -422.93 | 262.93 |
| TOTAL Recreation Ground | -1,445.79 | -1,073.59 | -372.20 |
| Reserve | | | |
| Street Lighting Replacement | -497.50 | 0.00 | -497.50 |
| TOTAL Reserve | -497.50 | 0.00 | -497.50 |
| Unassigned | | | |
| Salary | -379.60 | 0.00 | -379.60 |
| Uncategorised-Other | 1,109.00 | 0.00 | 1,109.00 |
| TO PC Current | -4,000.00 | 0.00 | -4,000.00 |
| TO VAT Control | -339.47 | 0.00 | -339.47 |
| FROM PC Current | 339.47 | 0.00 | 339.47 |
| FROM PC Deposit | 4,000.00 | 0.00 | 4,000.00 |
| TOTAL Unassigned | 729.40 | 0.00 | 729.40 |
| OVERALL TOTAL | 12,441.94 | 197.33 | 12,244.61 |

Transaction Report
17/05/17 Through 01/06/17 (in Pounds)

| Date | Num | Description | Memo | Category | Clr | Amount |
|----------|------------|---------------------------|-------------------------------|-----------------------|-----|----------------|
| | | BALANCE 16/05/17 | | | | 651.16 |
| 01/06/17 | DEP | Transfer | Transfer | [PC Deposit] | | 1,000.00 |
| 01/06/17 | 203552 ... | T Styles | Contract Fee May 2017 | --Split-- | | -405.00 |
| 01/06/17 | 203553 | S. Chandler | Clerk Wages - May 2017 | Salary | | -379.60 |
| 01/06/17 | 203554 | S. Chandler | tracked postage of Annual... | Stationery & Sundries | | -6.45 |
| 01/06/17 | 203555 | Maria Street | full page advert in June e... | Tingewick News | | -15.00 |
| 01/06/17 | 203556 ... | Aylesbury Mains Ltd | Street light repairs | --Split-- | | -597.00 |
| 01/06/17 | 203557 | Mrs M R Rose | Internal Audit of Annual R... | Audit | | -49.15 |
| 01/06/17 | 203558 | S. Chandler | new cable for downloads | MVAS | | -14.09 |
| | | TOTAL 17/05/17 - 01/06/17 | | | | -466.29 |
| | | BALANCE 01/06/17 | | | | 184.87 |
| | | TOTAL INFLOWS | | | | 1,000.00 |
| | | TOTAL OUTFLOWS | | | | -1,466.29 |
| | | NET TOTAL | | | | -466.29 |