

<p>Present: Cllr Frank Mahon (in the Chair.)</p> <p>Cllr Marie Cherry, Cllr John Mitchell, Cllr Derri Cobourne, Cllr Stephen Le Tissier, Cllr Ivo Haest</p> <p>In attendance: Hannah Holmes – Parish Clerk and 19 members of the public. Livestreaming YouTube channel set up. The meeting was opened by Cllr Mahon at 19.30</p> <p>The Steeple Claydon Parish Council meeting was held in person at the Village Hall on Tuesday July 06, admission from 7.15pm onwards for a 7.30pm start. Members of the public are welcome to come along to see what the council is doing. There is a public participation session at the start of the meeting when the public are able to comment or ask the council questions about their activities. The agenda is published on the website on the Thursday before the meeting.</p> <p><u>COVID GUIDANCE</u> Normal social distancing rules apply to the public and Council, though Cllrs are permitted to remove their masks, Steeple Claydon Parish Council have decided it would be prudent for all Cllrs to submit a lateral flow test on the day of the meeting, Clerk and parishioners to wear a mask unless medically exempt, everyone will need to sign in or check in with the NHS app. We are limited to a maximum of 30 people in the Village Hall and entry will be on a first come first seated basis.</p> <p><u>REMOTE VIEWING</u> If you do not wish to attend in person you can view the proceedings via our new Steeple Claydon Parish Council YouTube channel, there will be no commenting available on this livestream in line with government guidance</p> <p><u>QUESTIONS FOR PARISH COUNCIL</u> All questions from parishioners will need to be submitted to the Clerk before the meeting - cut off midday of the day of the meeting, details below. If you need any help or information from your PC, please contact the parish clerk. Hannah Holmes clerk@steepleclaydonparishcouncil.gov.uk www.steepleclaydonparishcouncil.gov.uk Tel. 01296 534698. Office hours – Monday-Friday</p>	
<p>1. Apologies Clerk received Cllr Rowan Bullivant apologies Council accepted his apology unanimously Clerk received Cllr Ivo Haest apologies Council accepted his apology unanimously Cllr Mahon, welcomed x3 EWR representatives Mark, Thania and Mick and BCllr Fealty from Gawcott re Ox Lane</p>	
<p>2. Declarations of interest Cllr Mahon will abstain from all Planning applications - as he is a member of NBPC Cllr Cherry will abstain from PA 21/02470/APP – Spennymoor</p>	
<p>3. Minutes & Matters Arising The 01 June 2021 Minutes circulated to public and Cllr’s via website and email.</p>	Clerk

<p>P3 – Has submitted a list of questions for EWR – received answers to them this evening just before the meeting – but very generalised answers not the specifics as requested. Regarding the verges up by the Church Reported on Fix my street which just responds – it’s had so many reports it’s been closed. But it has not been resolved. Frustrating.</p> <p>Caretaker is happy to nip out with strimmer to help tidy up around footpaths and benches. SCPC to also compile list of worst verges areas on road survey. Tilia – loaning a person for half a day to help with strimming.</p> <p>P4 - discussed the West street sink hole. Cllr Mahon to check with LAT and update SH.</p> <p>Alistair Yates – SCFC Under 13’s, new manager. Has a new sponsor of kit. Cllr Le Tissier asked questions about the size of goals. As SCPC don’t give grants etc SCPC suggested SCFC approach Bucks Community Board for funding requests. Discussions to continue between SCPC and SCFC . EWR questions will be discussed under the next agenda item. Public participation was closed at 20.04</p>	<p>Caretaker</p> <p>Cllr Mahon</p> <p>Cllr Mahon</p>
<p>7. East West Rail Representatives.</p> <p>Presentation put on SCPC website afterwards once received from EWR. https://www.steepleclaydonparishcouncil.gov.uk/ewr-east-west-rail-works/</p> <p>Thania Sa’id, Mick Walsh and Mark James attended. EWR reps went through the presentation in detail. You can email Thania Sa’id to go on email list for weekly updates. Email is bsaid@ewralliance.co.uk or publicinformation@ewralliance.co.uk</p> <p>Cllr Mahon discussed the answers received to P1 questions. EWR stated they will re-submit clearer answers after this meeting.</p> <p>Cllr Mahon discussed that the big concern around here is the state of the roads. We accept EWR, and we can see the long-term benefit, but it’s very frustrating that nothing seems to be being done to make the roads safe for use. Ox lane in Cllr Fealty ward so he has been invited by SCPC Chair to attend this meeting. Cllr Mahon requested - What information is it you require, past the fixmystreet reports, that we need to give you before the work can actually happen?</p> <p>Cllr Fealty discussed that Ox Lane is a nightmare, patchwork repairs have been poor quality. No public access will be allowed from next week, only EWR vehicles, the road is unsafe for highway use and BCC are custodians of the highways, but he feels that EWR should upgrade it not just patch repair it, before it is re-opened. No HGV’s are allowed to go through Padbury.</p> <p>Cllr Mahon asked EWR – Mark James – are you in discussions with Dave Roberts head of Highways. Mark James explained how the ownership can be complicated as is who is responsible for payments and what level of repairs are achieved is requested by Highways. Ownership of network stays with highways team.</p> <p>EWR- passing bays/signage any issues dealt with by EWR</p> <p>Cllr Mahon pressed for an answer on when we can expect a program of works. Cllr Le Tissier discussed his own two very scary experiences of poor HGV drivers locally. Lorry users – driver behaviour – EWR noted it could also be local building sites.</p>	<p>Cllr Cherry</p>

<p>EWR state they have very strict policies in place. Mick Walsh and Mark James discussed the policies in some detail.</p> <p>John Mitchell encouraged all villagers to report any issues to EWR – so lorry drivers can be held accountable - as such SCPC have created a poster on SCPC Facebook page and website as to how best report any EWR/HS2 vehicle issues.</p> <p>Parishioners/Parish Council to send any dash cam footage to Thania Sa'id - email as above.</p> <p>Cllr Cala asked EWR about repercussions on drivers/contractors.</p> <p>Mick Walsh discussed how things like mobile phone in hands is instant dismissal.</p> <p>Padbury to SC road – meetings held 2 weeks ago – but still nothing fixed.</p> <p>Patch and mend programme repairs only surface defects - these roads need more major intervention – Dave Roberts has asked for more time for safety reasons, mtg with Dave Roberts tomorrow.</p> <p>Cllr Mahon asked when will it commence locally? how long will it take? which roads first? when can we expect to see some results? Why did pre-surveys not show there is no sub-base – as previously stated they were cart tracks – why can't parishioners see what those surveys said?</p> <p>EWR responded that state surveys were completed as part of baseline assessment of the local area. Supplied to the highways team design team. Cllr Mahon requested to see these.</p> <p>Parishioner discussed the Road to Padbury from SC – dangerous failed repairs, some just covered with cones therefore blocking the whole lane, traffic lights that fail.</p> <p>Queen Catherine Road past the Church is now a 'failed road'</p> <p>Spinney signage has not appeared as discussed/agreed with EWR in June.</p> <p>Spinney Suggestions have been submitted to EWR team – all invited to let them know any amends. Cllr Mahon has repeatedly requested this to be done at CAMS mtgs as it is still causing near misses every day as witnessed by local residents. EWR say this is still in process. Ideas have been submitted. Mick Walsh will update Cllr Mahon as soon as possible.</p> <p>Clerk will re-submit all parishioner questions received to Thania Sa'id</p> <p>Mark James discussed how the immediate interventions failed for a number of reasons.</p> <p>Cllr Le Tissier asked if drivers are paid by journey, Mark James responded no they are not, so no advantage to speeding.</p> <p>Cllr Cala requested an action plan date, Mark James said it would be produced in the next 4/5 weeks. Cllr Mahon pushed for a deadline date on this report.</p> <p>Mark James gave his closing comments that they will improve content/ specific elements of answers on email questions. He had taken on board the local concerns and would provide a responsible action plan for the roads by 03 August latest.</p> <p>Cllr Mahon thanked EWR and Cllr Fealty for coming along tonight</p>	<p>Cllr Cherry</p> <p>All</p> <p>Cllr Mahon</p> <p>Cllr Mahon Clerk</p>
<p>8. To review, update and sign off; i. Standing Orders</p> <p>ii. Financial Regulations</p> <p>iii. Code of Conduct</p> <p>Each document has been reviewed by whole Council, new GDPR and Social Media Policies have been included. Council all agreed to the additional policies.</p> <p>Each document separately signed off by Chair Cllr Mahon during meeting</p>	<p>All Cllrs</p>
<p>9. Working Group Update on activities and recommendations:</p>	

a. Finance

- i. To approve the payments listed in the cheque run for the month

Appendix 1.

Approval proposed by Cllr Cherry, seconded by Cllr Le Tissier, all Councillors present **agreed**.

Clerk noted a payment run will indeed happen in August and will be added to the September minutes.

c. Recreation Ground

- i. Report from Recreation Ground team

- ii. Accessible pathway in Recreation ground to play corner – Cllr Mahon

- iii. Pavilion CCTV brief – Cllr Cobourne - *now delayed until the final review after we know MUGA/equipment position details.*

- iv. MUGA (Multi Use Games Area) update - 12 July meeting to happen.

- v. Council resolution required for agreement for project manager authorisation with Michael Carter - from Sports and Play Consultants Ltd

Proposed by Cllr Mahon

Seconded by Cllr Mitchell

It was agreed by whole council to sign off the agreement. Cllr Mahon signed, Clerk to send onto Michael Carter

- vi. Junior Football Club – Equipment Request - Cllr Le Tissier it was agreed that SCPC will help SCFC apply for local funding as SCPC don't have an application process.

- vii. SC Village End of Lockdown Fete & Covid memorial tree planting in Rec – Cllr Le Tissier & Cllr Mahon / Cllr Cherry (tree)

After discussion, a date was chosen - **Sunday 29 August 2021 - as long as no Government guidelines change before then.**

Cllr Mahon noted discussions with Paul Firth for re-doing the NER car park, low level lighting, electric charging points and new covering are all moving forward and applications are being submitted.

Approval given for CCTV annual review.

Clerk

Clerk/Caretaker

Cllr Mitchell

All

Cllr Cherry/
Cllr Mitchell

Clerk and Chair reminded Council that regarding the MUGA if it is, as currently planned - provided as free to use facilities - we can then claim the VAT back – if the facility is planned to be available for hire, we cannot claim the build costs VAT back.

c. Village Hall, Library & Cottage

i. Report from Village Hall team

Cllr Le Tissier/
Clerk

ii. Kitchen Brief for wear and tear repair (precept funds) and Kitchen design brief to be approved (\$106 funds) - Cllr Mitchell

Cllr Mitchel updated the kitchen specifications has been tweaked and sent out to the three builders- one builder has withdrawn- two specifications have been received – one more due in next week. Cllr Miitchell will complete the S106 form for submitting to Joe Houston.

Cllr Cherry /
Clerk

Cllr Cala discussed how are local trades people chosen, Clerk and Councillors discussed we had a start point from the SC forum locally complied trades list – anyone is free to contact clerk with details to be added for consideration.

iii. Exterior Kitchen works update

iv. Unknown Soldier – Parishioner suggestion to move its location to the Spinney

Council agreed to move the unknown soldier to the spinney – SCPC will put this suggestion on facebook first – then any objections by a specific date a fortnight later.

Grass on spinney needs to be trimmed. SCPC appear to have taken responsibility for the spinney maintenance.

v. Flooded cellar – Cllr Le Tissier – updated

Located under the large fireplace in main hall – about 5-7 meters long and 5 meters wide. Grate in floor where water comes up, then drains away. Originally to store coal under the fire. Will get in touch with English Heritage – to organise a structural engineer. In touch with insurance assessor. Council noted – no-one is to enter the cellar. Corroded cast iron struts, brickwork falling away, rotten wooden posts etc. Expert instruction is required.

vi. Roof report – Cllr Mahon – front chimney work required. No one has come back to Cllr Mahon. Need to find x3 builders for quotes Cllr Le Tissier might know some and Clerk.

Cllr Le Tissier discussed we should have a list of approved contractors; we have a previous start point list. Clerk will send it around to Council. Delay work on roof until cellar has a plan.

d. Vicarage Orchard

i. Any update- Cllr Cherry

ii. Hedgehogs of Steeple Claydon – there are hedgehogs around, Cllr Cherry has created a poster with advice on how you can help locally. Shared online. Clerk discussed getting permanent metal signs for Vicarage Orchard and the Recreation Ground.

Cllr cala suggested we add to newsletter/magazine in our article space.

e. Communications

i. Any update – Cllr Cherry

Clerk has a new printer. More cost effective.

f. Fireworks: 06 November 2021 Any update – Cllr Le Tissier discussed costs have increased, so precept for next year will need to take this into account, by approximately 20%

Need to find somewhere to store fireworks

Items to sell

Book medics

Volunteers needed

10. Planning:

Chair Cllr Mahon, handed over the Charing of the meeting to Vice Cllr Mitchell to present planning and Cllr Mahon left the room.

21/02298/APP - Mollys Community Cafe 44 West Street Steeple Claydon Buckinghamshire MK18 2NS Variation of condition 2 (Determination under Class C of Part 3 of Schedule 2 to the Town and Country Planning (General Permitted Development) (England) Order 2015 as to whether prior approval is required in respect of noise impacts, odour impacts, impacts of storage and handling of waste, impacts of hours of opening, transport and highways impacts, impact of the change of use, and the siting, design or external appearance of the facilities to be provided, for the change

Clerk

of use of the premises from retail (A1) to café/restaurant (A3) use) relating to application 19/01157/COUC - to amend opening hours, 8am - 5pm Sunday and Monday, 8am - 9pm Tuesday to Saturday: DATE COMMENTS REQUESTED BY:- 14 July 2021

Cllr Le Tissier has concerns that the opening hours will increase cars/ safety concerns / youth/ littering etc

Cllr Le Tissier proposed we **Oppose**, Cllr Cala seconded

Comment: On grounds of road safety, noise and general disturbance.

All cllrs present agreed.

Cllr Haest pre-submitted via Clerk his vote of no objection

21/02361/APP - 5 Addison Road Steeple Claydon Buckinghamshire MK18 2NP Part single/ part two-storey rear extension, porch and changes to windows and doors including installation of rooflights. CASE OFFICER: Eleanor Mackbriggs CONTACT NO: 01296 585186 DATE COMMENTS REQUESTED BY:- 20 July 202

Discussed and looked at plans on portal.

Cllr Mitchell proposes **No objection**, seconded by Cllr Cherry, all other cllrs present agreed

21/02470/APP Spenny Moor North End Road Steeple Claydon Buckinghamshire MK18 2PG Single storey side extension DATE COMMENTS REQUESTED BY:- 23 July 2021

Cllr Cherry abstained and also left the room

Discussed and looked at plans on portal

Cllr Cala proposes **No objection**, seconded by Cllr Mitchell, all other cllrs present agreed

Cllr Mahon noted BC have sent round an updated document about planning and comments, recommended all Cllrs to read. Cllr Cala given hard copy. IMD visual is in hard copy in the Library

11. HS2 / E-W Rail – Any updates

Cllr Mahon updated that there will be two surveyors on site at Spinney on QCR/BR tomorrow – Wednesday and Thursday from 8am to write report by midday on Friday- so recommendations about signage can be signed off.

Cllr Mahon

<p>12. Annual Parish Meeting – date chosen: Tuesday 03 August 7.30pm</p> <p>– dependent on Government guidelines. Clerk to invite local volunteer groups to attend.</p> <p>To be livestreamed to be inclusive.</p>	Clerk
<p>13. Any Other Business and Future agenda items are invited by all Councillors to be sent to Clerk ahead of preparing Agenda.</p> <p>Request received from Claydon Churches for graveyard maintenance – Cllr Mahon proposed donation of £700.00 - as no usual donation request was received last year. Big expansion is happening at the yard, so £350 each for 2020 and 2021, Cllr Cherry seconded all other Cllrs present agreed to the donation.</p> <p>HS2 possible IMD presentation NER car park update</p> <p>Meeting was closed by Cllr Mahon at 22.01pm</p>	Clerk
<p>14. Confidential Items</p> <p>That under the Public Bodies (Admission to Meetings) Act 1980, the public and representatives of the press and broadcast media is excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.</p>	
<p>The next Parish Council meeting will be held on Tuesday 07 September 2021 at 7.30pm.</p> <p>The meeting will open from 7:15 and will start at 7:30 prompt. If you need any help or further information regarding accessing the meeting please contact the clerk, Hannah Holmes, Clerk phone – 01296 534698. Website www.e-voice.org.uk/steepleclaydonpc/ Email –Clerk@steepleclaydonparishcouncil.gov.uk</p> <p>The meeting was closed by Cllr Mahon at 22.01</p>	

Signed.....

Date.....

Appendix 1.

Payee	Details	Cllr Initial	Chq Cleared	Category	Net Value	VAT Paid	Gross
Hannah Holmes	Wages		BACS	Gen Admin & Wages	£		£

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Terry Levitt	Wages		BACS	Gen Admin & Wages	£		£
Pat Serle	Wages		BACS	Gen Admin & Wages	£		£
HMRC	PAYE		chq	Gen Admin & Wages	£633.31		£633.31
HMRC	amended JUNE PAYE for wage amend		chq	Gen Admin & Wages	£702.62		£702.62
Pat Serle	3 x adult fiction books		BACS	Library	£21.04		£21.04
Village Networks	wifi for hall/library		DD	Library	£25.00	£5.00	£30.00
Village Networks	wifi for pavilion		DD	Rec Ground & Pavilion	£25.00	£5.00	£30.00
Rospa	annual safety report for play corner		BACS	Rec Ground & Pavilion	£89.50	£17.90	£107.40
Quest	Cable ties/ hand sanitiser / sponges		BACS	Misc	£27.10	£5.42	£32.52
Buckinghamshire Council	Large bins empty and rental June 21		BACS	Bins	£64.30		£64.30
E-on	S/L maintenance for quarter ending 30 June 21		BACS	Street Lights	£457.14	£91.43	£548.57
E-on	Elec to pavilion MAY		DD	Rec Ground & Pavilion	£21.78	£1.09	£22.87
British Gas	Gs to hall/library		DD	Hall	£286.75	£57.35	£344.10
Dave Griffith	Recreation Ground maintenance MAY		BACS	Rec Ground & Pavilion	£545.00		£545.00
Dave Griffith	Recreation Ground maintenance JUNE		BACS	Rec Ground & Pavilion	£530.00		£530.00
DVLA	Etesia - vehicle tax FOC		N/A	Rec Ground & Pavilion	£-		£-
Webbs Kitchen & Carpentry	replacement door lock to rec ground shed		BACS	Rec Ground & Pavilion	£55.00		£55.00
Dave Martin	VO for March / April / May 2021		BACS	Vicarage Orchard	£240.00		£240.00
Blind Dimensions	previously agreed by Council - for VH replacement Blinds x8 - further £600.00 to pay at time of fitting		BACS	Hall	£1,352.50		£1,352.50
E-on	Elec to pavilion JUNE		DD	Rec Ground & Pavilion	£23.30	£1.17	£24.47

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E-on	Elec to Clock		BACS	Clock Tower & Childrens Corner	£17.60		£17.60
Buckinghamshire Council	Large Bins empty & rental MAY - not processed in June BACS run?		BACS	Bins	£54.80		£54.80
BHIB	PLI & ELI for SCPC insurance cover		BACS	Insurance	£3,425.18		£3,425.18
E-on	Elec to Library/Hall		DD	Library	£80.64	£4.03	£84.67
Terry Levitt	expenses - Fuel for strimmer/mower & mileage x20 at 0.45p		BACS	Misc	£30.14		£30.14
Hannah Holmes	expenses - 6x reams of paper		BACS	Misc	£17.00		£17.00
Booking Bug	Hall/Pavilion on-line diary		cashcard	Hall	£29.94		£29.94
Cash Card	petty cash usage		BACS	Misc	£500.00		£500.00
Microsoft 365	SCPC Online use		cashcard	Misc	£24.96		£24.96
Hewlett Packard	New HP printer		cashcard	Misc	£364.99		£364.99
Barclays	cheques & Bacs costs 13 May - 13 June 21		DD	Misc	£8.00		£8.00
PPL PRS	Music License		BACS	Hall	£128.76	£25.75	£154.51
Allsebrook Pumps	investigate confined space in hall		BACS	Hall	£270.00	£54.00	£324.00
Oakpark	Work done as agreed				£510.00		
					£12,942.80	£268.14	£13,210.94