



## **AKELEY PARISH COUNCIL**

### **Minutes of the ANNUAL Parish Council meeting held on Monday 11<sup>th</sup> May 2015 at 7.30pm in the Village Hall**

**Present:** Terry Cavender (Chair), John Hockley (Vice-Chair), Mike Mortimer and Ellen Sayer (Clerk).  
M.o.P: Belinda Claridge, John Cowley, Jo Coxall, Joanne Eastwood, Clair Flynn, Alan Griffiths,  
Sam McGhee, Lars Nicolls, John Norman, John Selby, Caroline Waite.

**1. APOLOGIES:** Mary Taylor, Brian Coxall

**2. ACCEPTANCE OF OFFICE, ELECTION OF OFFICERS and CO-OPTION OF 7<sup>th</sup> COUNCILLOR.** The meeting, being quorate with three Councillors, was opened by the existing Chairman (TC), who handed over to the Vice-Chairman (JH). He then proposed TC once again for the post of Chairman for the coming year. This was seconded by MM and TC duly accepted. Similarly, JH was nominated as Vice-Chairman by TC and seconded by MM. The co-option of Clair Flynn onto the Parish Council was unanimous and she took her seat. All signed their Acceptance of Office forms, witnessed by the Clerk. Arrangements had been made for those re-elected Councillors who were absent at this meeting to sign their forms within the statutory time period following the election.

### **3. DECLARATIONS OF INTEREST RELATING TO ITEMS ON THIS AGENDA:**

8. Planning - BC - 7 Church Hill – family member is a neighbour.  
- CF – Owner of Manor Farm.

#### ***ITEMS OF INTEREST & PUBLIC SESSION***

- Sam McGhee and Caroline Waite were welcomed to the meeting and it was explained that they had volunteered to train as **Community First Responders (CFRs)**, working with the proposed AED. The first emergency kit would be donated and this they would share. Village fundraising would be encouraged to fund a second kit.
- John Cowley spoke about the recent online discussion regarding the non-lighting of the **beacon** for the 70<sup>th</sup> anniversary of VE day. The P/Council had not been approached to do this and it was agreed that events had been somewhat overshadowed by the General Election. It was also suggested that a programme of national events when the beacon may be lit in the future might be agreed. The Clerk to contact RoSPA to carry out the annual safety inspection of the beacon as it was noted that if the Parish Councillors undertook this task, they could be *personally* liable for any accident involving failure of the structure.
- Several members of the public expressed concern regarding the 3<sup>rd</sup> application for planning permission at 7 Church Hill (see below). The last application had been refused because of loss of amenity to 5 Church Hill. Some adjustments have been made in this latest application but the proposed extension protrudes 3.8 metres beyond the existing building line. The angle of the roof has changed and there is an extra window and neighbours believe this will have a detrimental effect and will be an invasion of privacy. It was noted that although the current printed guidelines indicate that the 45 degree angle used in the calculations should be taken from the edge of the relevant window, the planners have indicated that they now take the measurement from the centre of the window, for front as well as rear extensions. The Councillors

will each consider the application independently and forward their comments, if any, to the Chairman. These will then be collated and the majority view submitted to AVDC.

**4.** The **MINUTES** of the last meeting, held on **9<sup>th</sup> March 2015** were proposed as a true record (JH, MM) and signed by TC.

## **5. MATTERS ARISING.**

**5a. Proposed AED and associated costs** – discussed in the public session. Nothing had been heard from Fullers regarding siting the AED on the external wall of the Bull and Butcher despite chasing. The Clerk to follow up.

**5b. Community First Responders** – as per Public Session.

**5c. Recreational Field** - The Annual RoSPA inspection has taken place and we await the report. There had been a small problem reported with the swings but this had been rectified. JH and MM to create an inventory of street furniture and equipment (benches, shed, bus shelter etc.) needing upkeep, to put together a rolling maintenance programme. Western Power Distribution has carried out hedge trimming, on behalf of E-on, along the boundary hedge under the overhead cables.

The Clerk to check that the VHC has had sight of the insurance documents from the SVA for the forthcoming event.

**5d. Roads and traffic** - LAT village walk round 6/5/15 – It was agreed by the 2 Local Area Technicians from Bucks CC that the recent resurfacing of the A413 was of poor quality and should be done again under guarantee. Various other defects around the village had been identified and noted by them as needing attention.

PC Dan Beglan is to carry out risk assessments at 5 sites within the village so that the infra-red radar equipment can be used by the 2 trained volunteers. If a driver is speeding, they will receive a letter. If they receive 3 letters they will then receive a ticket.

**5e. Annual Risk Assessment and Insurance Cover Review** – There have been no changes, for which the P/Council is responsible, in the village which create a risk or pose a danger to residents. Nothing new needs to be added to the insurance schedule and cover is adequate. All recommended financial and statutory procedures are followed.

**5f. Replacement notice board** – For a 2-sided (6 x A4 each side) oak framed notice board the cost would be £1,600. MM to apply to The Community Chest for a grant of up to £1,000.

**5g. Air Ambulance clothing bank request** – The local Air Ambulance service had asked if they could site a bank by the Village Hall. It was thought that this would be impractical as the barrier is usually down and this would make both drop-off by residents and collection by the organisation difficult. There does not seem to be an obvious site.

**5h. Dog Bin request for Manor Road/Capel Close** – This request for a 3<sup>rd</sup> dog bin prompted an item in the last Akeley News asking residents to let the Parish Council know their views on the expenditure in principle and the siting of another bin. Feedback was received from only 1 resident, who was not 100% in favour of it. Therefore, as the need for it has not been demonstrated, the Parish Council will not spend funds on this item at present.

## **6. FINANCE and ACCOUNTS**

The **accounts** for the period 10/3/15 to 31/3/15 and 1/4/15 to 7/5/14 were proposed and seconded by MM and JH.

The **Annual** accounts 1/4/14 to 31/3/15 were proposed and seconded by CF and MM. All were signed by TC who, along with the Clerk, signed the Receipts and payments Book.

**Annual audit form** – duly completed and signed.

**Street lighting** costs – For the first time in 9 years the cost per unit is to rise from around 8p per kilowatt per hour to around 12p. This P/Council does not qualify for a fixed rate tariff as we have only a moderate electricity consumption.

Update to **Model Financial Regulations** – noted. Procedures will be updated/initiated.

## **7. CORRESPONDENCE**

- **Transparency briefing** – new guidelines will be followed e.g. posting the accounts on the website.
- **Addendum to The Good Councillors Guide** – circulated.
- The **LAF has underspent** by £12k – applications for funding are being invited and considered, but unfortunately, sports equipment is not eligible.
- It was noted that some large local buses are not full; should/could smaller vehicles be used?

## **8. PLANNING**

- **14/A3614/DIS** – Joinery details – Manor Farm, Leckhampstead Rd – **Pending consideration.**
- **15/01362/APP** – Applic. (3<sup>rd</sup>) for erection of two storey rear extension, a one and a half front extension and a parking space - 7 Church Hill.
- **15/00962/AOP** – Applic. for outline p/p for erection of detached bungalow – Maple Tree Cottage, Chapel Lane – **APPROVED.**

**9. DATE OF NEXT MEETING.....July 20<sup>th</sup> 2015**