

**Minutes of a General Parish Council Meeting of Akeley Parish Council held VIRTUALLY on Monday 13 July 2020 at 7.30pm**

Pursuant to the 1960 Public Bodies Act (amended), the Chairman advises that the participants & proceedings of this meeting may be reported upon (filmed, recorded, photographed, blogged, tweeted or streamed) but verbal reporting may not take place whilst in session. Non-participating attendees not wishing to be subject to such media should indicate this by sitting to one side.

**Present:** Cllrs Terry Cavender, John Hockley, Cara George, Gerry Millard, Caz McCall

**Clerk:** Ruth Millard

**Members of the public;** Bucks Council Cllr Billy Stanier, Debbie Coxall, Alison Bentley, Sherri Holland, John Tibbetts, Angela Hawker, Ellen Sayer, Jon Norman

**42/20 Public Open Forum (under adjournment);** for members of the public to bring issues to the Council's attention. Any issues not on the agenda cannot be discussed but will be noted. Issues relating to the agenda will be taken into consideration when the item is discussed in the meeting.

**Comments were made by those attending, none were pertaining to the items on the agenda.**

**43/20 Apologies; None received**

**44/20 Members Interests;** Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Akeley Parish Council Code of Conduct for Members and by the Localism Act 2011.  
**None were declared**

**45/20 Approval of Minutes;** Members **RESOLVED** the minutes from the general meeting held virtually by Teams 11 May 2020, after an amendment to add Cllr Sally Siddique to the attendance. The Chairman signed the minutes as an accurate account of the meeting.

**46/20 Annual Return documents for 2019/20;**

- a. Members **RESOLVED** to agree the Certificate of Exemption
- b. RFO & Chairman to sign the certificate.
- c. The Chair read the items on the governance statement Members agreed with all the statements, the document had the date & minute ref. inserted.
- d. The Chair & Clerk signed statement.
- e. Members approved the summary accounting statement, which the Clerk had signed before presenting to the Council. The date & minute reference was inserted.
- f. Chairman signed the statement.
- g. Members **RESOLVED** to agree the Bank Reconciliation.
- h. Members **RESOLVED** to agree the explanation of variances.
- i. Members **RESOLVED** to agree the Assets Register after the reference to the graveyard being a closed graveyard was removed. It was also noted that the register showed 24 street lights, it should be showing 25.
- j. Members noted the internal audit report.

**47/20 Co-option;**

- a. Members **RESOLVED** to adopt Akeley Co-option Policy
- b. Members discussed how to proceed with the co-option of 2 more Cllrs. The Members agreed to have an open-air closed meeting Tuesday 28 July 2020 starting at 7.00pm to interview the 3 candidates at half hourly intervals at the recreation field.

**48/20 Finances;**

- a. Members received the Financial Statement to 30 June 2020

<b>Account Balance</b>		
Nationwide Building Society	<b>31 December 2019 including interest of £5.54</b>	<b>£10,218.25</b>
Lloyds....5668	<b>30 June 2020 – Statement</b>	<b>£9,563</b>
<b>Income</b>		
Lloyds....5668	12 March 2020 - 1 <sup>st</sup> Maids Moreton Scouts field rent	<b>50.00</b>
	17 April 2020 – Buckinghamshire Council towards devolved services	<b>1079.90</b>
	11 May 2020 – Buckinghamshire Council half years Precept	<b>7500.00</b>
	08 June 2020 – Allotment Fee 500004	<b>22.50</b>
	08 June 2020 – Allotment Fee 500005	<b>22.50</b>
	08 June 2020 – Allotment Fee 500006	<b>22.50</b>
	08 June 2020 – Allotment Fee 500007	<b>12.50</b>

<b>May 2020 Cheque/Online Payments</b>			
<b>PAYEE</b>	<b>POWER</b>	<b>Cheque/DD</b>	<b>Amount</b>
ER Millard, Jan, Feb & Mar Salary remuneration	LGA 1972, s112	<b>BP 65</b>	<b>854.13</b>
HMRC, 4 <sup>th</sup> Quarter	LGA 1972, s112	<b>BP 66</b>	<b>213.60</b>
Andy Gibbs, playground grass cutting	LG(misc prov)A 1976, s19	<b>BP 67</b>	<b>105.00</b>
<b>June 2020 Cheque/Online Payments</b>			
<b>PAYEE</b>	<b>POWER</b>	<b>Cheque/DD</b>	<b>Amount</b>
Zurich Municipal - Insurance	LGA 1972, s111	<b>BP 68</b>	<b>469.14</b>
Playsafetey Ltd – Annual Inspection	LG(misc prov)A 1976, s19	<b>BP 69</b>	<b>90.60</b>
Pam Fox Accountancy – pay roll	LGA 1972, s111	<b>BP 70</b>	<b>65.00</b>
Eon Ene sol Ltd, concluding the maintenance contract	LGA 1972, Sched.14 para 34	<b>BP 71</b>	<b>145.80</b>
E.on – Street lighting	LGA 1972, Sched 14 para 34	<b>BP 72</b>	<b>384.52</b>

b. Members noted 1 invoice, at the time of the meeting, to be paid in July 2020

<b>July 2020 Cheque/online Payments</b>			
BALC - subscription 2020/21	LGA 1972, s143	<b>BP 73</b>	<b>97.17</b>

**49/20 ENVIRONMENT;**

- a. Recreational Field;
  - i. Play Equipment for teens, no update due to Covid-19
  - ii. The condition of the Shed; the Clerk had contacted AG to proceed. Action from 36/20a.ii
  - iii. Update of arrangements for the wildflower meadow. After a short discussion the members agreed that Sherri Holland & John Hockley would arrange a meeting with the contractor from Escapes to look at the trees growing in the meadow area, with a view to providing a quote to raise the crown of some of the trees.
  - iv. After some discussion the Parish Council **RESOLVED** not to open the playground until it had more information on the safest way to proceed.
- b. Scout Field; No updates
- c. Grass Cutting; members noted that Escapes had been siding out the pavements in the village.
- d. Roads and traffic;
  - i. TC reported that the gully sucker had been working in the village.
  - ii. TC had a pre-meeting before the first Community Boards meeting for Buckingham & villages, suggesting forming a subgroup to action work on reducing the vehicle movement on the A413 to a 7ton weight limit. He proposed putting in a bid as 1 of the group of villages that are affected by the heavy traffic on the A413. The cost will be in the region of £20,000  
Members **RESOLVED** unanimously that he should take this proposal forward.
  - iii. TC proposed that the Clerk contacts the Pub to make a request, that when the landlord knows the date that work on the Pub roof will be proceeding, he will inform the Parish Council. That way it can try to put some pressure on Bucks Council to make sensible decisions when setting up road diversions. As scaffolding will determine that the A413 road will be closed and diversions, hopefully not through the village as the last time the road was closed, will be needed.
- e. Allotments;
  - i. CG reported that an allotment holder had contacted her offering to replace the felt on the roof, as it was leaking and paint a waterproof repellent on the sides and door of the communal shed in the area of the allotments. He would pay for the materials he wanted assurance that he would be covered, under the Parish Council's insurance, as a volunteer. **Action;** the Clerk requested a briefing of exactly the work he wanted to do. She would then contact Zurich insurance to ascertain if he would be covered as a volunteer.
  - ii. GM reported that it had been noted on facebook that a resident had commented that the unused allotments needed to be strimmed and that the fence was damaged. GM spent a morning strimming the allotments and he said that the fence was not damaged but that it needed 2 new posts installing. He suggested asking AG if he could install them. Action; the Clerk to contact AG to ascertain if he was available to install 2 new posts in the allotments fencing.
- f. Street lighting; Members noted the quote received for changing the street lights to LED lights including light shields where necessary and 2 new columns, total cost of £9270.00 plus VAT. The Clerk had also circulated the information from SALIX that the Parish Council was eligible for a no interest loan for 51% of the cost, totalling £4,760, to be repaid over a 5 year period.  
**As the Parish Council had only received the information that afternoon it needed more time to make an informed decision. The Clerk would contact the representatives of Salix with questions from the Councillors.**

- g. Bus shelter; the Clerk had contacted AG to proceed. Action from 36/20g. **Action**; the Clerk would contact AG to ascertain the progress.
- h. Basketball board & net; The Clerk had received notification that the basketball board was in a dangerous condition. She a GM had taken a look at it and then she contacted AG to remove the board, as it was in a dangerous position, with the intensions of replacing the board. GM offered to help AG remove the board and had left him to source a replacement and again offer to help refit it. One of the residents remarked that AG had approached her with a view of getting a quote for a piece of Rhino board but then said that he didn't know what to do with the quote, she had quoted approximately £95 for the size required. **Action**; the Clerk would contact AG to ascertain if any progress had been made.

**50/20 Administration;**

- a. Parish Council email addresses for Councillors; **Action**; Clerk to meet with TC to discuss on how to proceed.
- b. Community Emergency Planning; CG reported that the Covid-19 regulations had prevented this item going forward.
- c. Website; the AGAR documents will need to be uploaded.

**51/20 CORRESPONDENCE; To note and discuss; JH had received an email from the school requesting if they can take down the rotten notice board and erect a new notice board for the school notices. Action**; the clerk to contact Bucks Council through Parish Support regarding the legislation on this matter.

**52/20 PLANNING; No new applications at the time of printing**

**Update of outstanding Planning applications**

- a. **20/00510/APP** – Land West of Moreton Road / Erection of 130 dwellings, associated access and parking, landscaping and amenity space and the change of land from agriculture to use as sports pitches/recreational open space and informal open space / **Awaiting decision**
- b. **19/00329/APP** – Akeley House Buckingham Road Akeley Buckinghamshire MK18 5HL / Demolition of an existing dwelling and erection of a new replacement dwelling / **Refused**
- c. **18/03471/APP** - Land Adjacent To Leckhampstead Road Akeley / Erection of five detached dwellings, and associated garaging, parking and amenity space, served off two new private drives, a replacement access for existing stabling/paddocks and the widening of Leckhampstead Road to also incorporate a new footpath / **Appeal Ref: 19/00068/NONDET lodged**
- d. **20/01362/APP** Land adj Rose Cottage Chapel Lane Akeley Buckinghamshire / Variation of Condition 2 ( approved plans)and 9 (slab levels) of planning permission 18/02631/APP dated 30/10/2018 – To avoid stepping down into the dwelling, so that disabled access can be constructed to the revised levels shown on drawings number 205-2D and 3D / **Awaiting decision**

**53/20** Date and time of next meeting; 14 September 2020 at 7.30pm - Date to be confirmed

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**Meeting Closed at 9pm**