

**MINUTES OF THE ANNUAL GENERAL MEETING OF
ELLESBOROUGH PARISH COUNCIL
HELD ON TUESDAY 16TH MAY 2017 AT 7.30PM
IN ELLESBOROUGH PARISH HALL**

Present: Councillors:
D Hayes (Deputy Chairman) M Glover
M McGrail D Panikkar
D Hares

Parish Clerk: R Norris

Action

Item 3.1 Chairman. Although Councillor Alexander was not present at the meeting, he had informed the Clerk that he was willing to remain as Chairman through the coming year. Accordingly, he was proposed and seconded for the position of Chairman for the coming year and was voted in unanimously.

Item 3.2 Chairman's Declarations of Acceptance of Office. The Clerk witnessed the declaration which Councillor Alexander had already signed in anticipation of being elected Chairman for the coming year, and this was accepted by the meeting.

Item 3.3 Deputy Chairman. Councillor Hayes was proposed and seconded for the position of Deputy Chairman for the coming year and was voted in unanimously.

Item 3.4 Vice Chairman's Declaration of Acceptance of Office. The Vice Chairman signed his Declaration of Office which was witnessed by the Clerk and accepted by the meeting.

Item 3.5 Appointments. The Councillors agreed that their responsibilities should continue as they are as follows:

1. Planning Comment Co-ordinator – Councillor McGrail.
2. Recreational Facilities (Playground, playing field and allotments) – Councillor Panikkar.
3. Transport and Road Safety – Councillor White.
4. Village Hall Management Committee – Councillor Glover
5. Footpaths, Rights of Way and Dog Control Orders – Councillor Hares.
6. Web Site and Parish Communication – Councillor White.

Item 3.6 Councillors Declarations of Acceptance of Office. The Councillors present at the meeting signed their Declarations of Office which were witnessed by the Clerk and accepted by the meeting. The Clerk will arrange for Councillor White to sign his declaration.

RN

Item 3.7 Apologies. Apologies had been received from Councillor Alexander.

Item 3.8 Open Forum. There were no members of the public present so nothing was discussed under this item.

Item 3.9 Declarations of Interest. There were no Declarations of personal or prejudicial interest from the Councillors present at the meeting for items on the agenda. All the Councillors present confirmed that there had been no changes to their previous declarations and signed new ones. The Clerk will arrange for Councillors Alexander and White to sign their new declarations.

RN

Item 3.10 Minutes. The minutes of the meeting held on 21 March 2017 were unanimously approved and duly signed, and the minutes of last year's Annual Parish Meeting were approved and will be signed at the meeting on 25 May 2017.

Item 3.11 Road Safety Issues. As the meeting started to discuss this topic, 2 vehicles went passed the hall at a speed of about 50mph and as a result the meeting discussed the problem of vehicles breaking the speed limits within the village. Quite a number of vehicles are exceeding the limits by a significant amount. There was some discussion about the effectiveness of the VASs, particularly as some of them aren't working and at least one has a fault on it. The Clerk will speak with Peter Tilbury to see what needs to be done to bring them up to 100% serviceability. Various other measures of speed control were discussed from average speed cameras to speed bumps and also the use of the community speed camera. The Clerk is to write to the Chief Constable to see if a police representative would come and discuss with us the subject of speeding and and how we may best control and manage the problem.

RN

The other issue of concern is the proposed closure of the Missenden Road. Councillor Hares was particularly concerned about this because of the effect it will have on his farm shop trade. The original dates for closure were from 27 May to 7 July for Bucks CC planned resurfacing. However, for some reason, UK Power Networks need to lay a cable to Chequers and wish to run it up the middle of the road and this is now taking priority over the resurfacing work. This work is scheduled to take place from 24 July for 5 weeks. The Council was extremely concerned about this and didn't see the need to run the cable up the road particularly when it would be far cheaper to run it through the fields and agricultural land to the west of the road. Furthermore, the meeting was concerned about the long term damage to the road, because no matter how careful the contractor is, the trench always continues to settle over the years leading to an uneven road surface which is more prone to damage and the production of potholes. The Clerk is to contact Councillor Clive Harris and make him aware of our concerns.

Item 3.12 Recreational Facilities. Councillor Panikkar had 2 quotes for replacing the fencing around the allotments, one for £670.00 from Steve Webb and the original one of £1400.00. The meeting gave its approval for the work to be given to Steve Webb. Councillor Panikkar will arrange this. With a view to providing more exciting play facilities for the younger members of our parish, Councillor Panikkar is going to investigate the provision of a zip wire. Also to try and improve the transport links available in the village she is liaising with the Risborough Community

Bus to see if arrangements can be made for it to provide a service for Ellesborough.

Item 3.13 Finance. The following payments were approved:

| | | |
|---|--------|---------|
| The Wendover Society (HS2 Campaign) | 800062 | £500.00 |
| BALC (Annual Subscription) | 800063 | £138.29 |
| Signs of Cheshire (Notice Board) | 800064 | £104.40 |
| J & S Landscapes (Grass Cutting - March) | 800065 | £475.65 |
| J & S Landscapes (Grass Cutting - April) | 800066 | £398.23 |
| Ellesborough Parish Hall (Hire - 21 March 17) | 800067 | £15.00 |
| WEL Medical (Support Package for Defibrillator) | 800068 | £714.00 |

No further payments were made.

The Clerk presented to the meeting the Bank Reconciliation Statement as at 31 Mar 17, the completed documentation for the Annual Return for the year ending 31 Mar 2017 and a copy of the Asset Register as at 16 May 2017. The meeting noted that the figure for fixed assets for 2017 were missing from the Annual Return and the Clerk stated that he had only received the figure for the value of the defibrillator that afternoon. The figure will be checked and entered before the return is submitted. (Clerk's Note: The figure for 2016 was £60,842 and for 2017 is £70,858. The increase is due to the adult fitness equipment, the new notice board and the defibrillator.) The figures were agreed by the meeting and it was proposed and agreed unanimously that Councillor Alexander should authorise and sign the Annual Return for external audit. The meeting approved the Annual Governance Statement in the Annual Return and the Clerk is to arrange for it to be submitted.

RN

Item 3.14 Annual Parish Meeting. The Clerk advised that the meeting has been advertised on the Parish Notice Board together with the minutes of last year's meeting. The Clerk will put up a banner advertising the meeting, but because of the poor attendance in previous years, the Clerk is only to prepare 10 copies of the paperwork for members of the public. Councillor Hares gave his apologies that he would not be able to attend the meeting.

RN

Item 3.15 Planning. Councillor McGrail briefed the meeting on the outstanding planning issues, none of which he felt required comment from the Council. The work on the Dropshort barn site is progressing and is following the plans that were submitted. Councillor McGrail assured the meeting that the work would be being monitored by the planning authorities. The application for 91 Chalkshire Road had been enthusiastically supported by one neighbour and a modification asked for by another. A decision on this is expected on 2 June 17.

Councillor McGrail reported that he had been asked to write an article about planning for the parish magazine. He will cover how the Parish Council conducts itself in planning matters and compare the Village Design Statement (VDS) with a Neighbourhood Plan (NP). Although a NP might give us more say it would necessitate a revamp of the VDS and that would possibly involve a committee of 6 people for about 2 years.

Item 3.16 Affordable Housing. The Clerk reported that with regards to the cost of a new survey, we could expect to receive contributions of £1000 from WDC and £838.80 from Hastoe leaving Ellesborough to pay the remainder of £957.20. Councillor McGrail had been communicating with Penelope Tollit of WDC who was unsure of the need for an additional survey. However, the meeting agreed that we should initiate the survey but only after the Clerk had confirmation from WDC that the format of the survey had been agreed by them as being acceptable and also what level of response they are looking for.

Item 3.17 Clerks report and Correspondence, Circulars and Consultation Documents. The Clerk has been asked by Councillor Clive Harris of WDC to advise him of any local cause we had that might benefit from a little cash injection. Councillors will consider this suggestion.

RN

Item 3.18 Footpaths, Stiles and Gates. Dues to the absence of Councillor White nothing was discussed under this heading.

Item 3.19 Dunsmore. The Clerk had been sent a photograph of cars parked on the common and the meeting noted that parking was now not just restricted to the hard standing that Mr Emerson had created but was encroaching further onto the common. The meeting felt that Mr Emerson was totally ignoring all the requests from the Council not to park on the common and that the Parish Council should now consider taking more formal action against him including if necessary clamping his vehicles. The Clerk will write to him advising him of how the Parish Council may proceed if he continues to park his vehicles on the common. The Clerk is also to advise the Land Registry of this further infringement.

RN

Item 3.20 Matters of Report. Councillor Panikkar raised the matter of Fields in Trust. The Clerk is to submit the necessary paperwork as soon as possible. She also told the meeting about the sports event that is being planned by 2 of the youngsters in the village to raise funds for the air ambulance. The date has been changed from 10 June to 1 July. Councillor Glover said that the arrangements for the village party on 8 July were well in hand with a possible change to the catering this year as discussions are in hand with the Buckmoorend Farm Shop to do something different. Councillor Hares reported that he had spoken to the owner of the burger van who is negotiating with a local farmer for permission to park it on the farm.

Item 3.21 Next Meeting. The next Parish Council Meeting will be on 18 July 2017 at 7.30pm in the Parish Hall.

The meeting closed at 20.57 hrs.

Signed

Councillor Robert Alexander
Chairman
Ellesborough Parish Council