

**MINUTES OF A MEETING OF
ELLESBOROUGH PARISH COUNCIL
HELD ON MONDAY 18th NOVEMBER 2019 AT 7.30PM
IN ELLESBOROUGH PARISH HALL**

Present: Councillors:
D Panikkar (Chairman) R Alexander
A White M McGrail
D Hayes D Hares

Parish Clerk: R Norris

Action

Item 6.1 Apologies. Apologies were received from Councillor Glover.

Item 6.2 Open Forum. There were no members of the public present.

Item 6.3 Declarations of Interest. There were no declarations of personal or prejudicial interest from the Councillors present at the meeting for items on the agenda.

Item 6.4 Minutes. The minutes of the meeting held on 16 September 2019 were unanimously approved and duly signed.

Item 6.5 Road Safety Issues. The Chairman informed the meeting that she wished to have signs similar to the one on the road into Wendover, telling drivers that they were entering a Speedwatch area. The meeting agreed to the purchase of 4 signs for Ellesborough and a further 2 for Dunsmore. The Clerk will place the order.

RN

Item 6.6 Recreational Facilities. The Chairman thanked Councillor Hares for removing the broken piece of play equipment and is investigating what should replace it. With regards to the use of the playing field by Risborough Rangers (RR), following a meeting with Andrew Quigley from RR, the problems of parking in Chalkshire Road have been alleviated by the use of no parking bollards and a member of RR acting as a parking warden. In the long term it is hoped that the laying of matting in the field will allow vehicles to be parked there thus removing the congestion caused in Chalkshire Road. In the meantime, the Clerk will investigate the possibility of road markings to restrict parking.

RN

Item 6.7 Finance. The Clerk informed the meeting that the savings and current account balances were £35,500.86 and £22,208.79 respectively. A budget printout of the Council's income and expenditure for the year to date was also available for the Councillors to examine. The following payments were approved:

Ellesborough PCC (Church Served Donation)	800168	£2,500.00
R Norris (Expenses, Office Provision, Tel Kiosk)	800169	£1,124.69
PKF Littlejohn (External Audit)	800170	£240.00

JW Mowing Services (Grass Cutting Jul 19)	800171	£741.24
Royal British Legion (Wreath)	800172	£50.00
Wycombe DC (Playground Inspections)	800173	£104.40
Rialtas Business Solutions (Software Maint)	800174	£145.20
JW Mowing Services (Grass Cutting Oct 19)	800175	£592.39

Payments made:

R Norris (Allotment Water Supply for 2109)	800176	£20.35
DVHA (Hire Dunsmore Village Hall Sep 19)	800177	£10.00

Item 6.8 HS2. The Chairman reported that she was continuing to press for an answer on the Terrick problem. The latest news is that it has been referred to the C2 Construction Team who are aware of our views and should come back to us shortly. However, at least our solution is now being supported by Bucks CC. The Chairman will continue to progress this matter. We have also not been given any answers to the queries we raised at the Wendover meeting and especially details of the planned HGV movements. The Clerk is to ask when we are going to be given these.

DP, RN

Item 6.9 Planning. Councillor McGrail briefed the meeting on the applications that had been actioned since the last meeting. The main item of interest was that the application for alterations to the Chiltern Brewery had been approved. Also, the application for changes at Bushey Leys Farm has been withdrawn. The meeting also discussed what had happened to the report of a breach of planning control at Weyburns Wood Longdown Hill. The Clerk will investigate to see what the latest situation is. The meeting also noted that following the approval of the development at Meadowbrook Farm, the owner is pursuing the erection of an agricultural building and hardstanding on his land. However, this will still need approval and they may be problems with access down a private road.

RN

Item 6.10 Affordable Housing. Isobel Wright was unfortunately unable to attend the meeting, but in her brief had included a site plan for the development and drawings of the proposed houses which would be very similar to those in the Kimble project. After much discussion the meeting agreed that what was being proposed would be an asset to the village. The Chairman will inform Hastoe of the Council's decision and ask what the timescales will be for the pre-application and public consultation.

DP

Item 6.11 Clerks report and Correspondence, Circulars and Consultation Documents. The Clerk reported that we should have in place financial regulations to ensure that our finances are regularly checked. He had been sent model financial regulations which should be adapted for use by parish councils but they were 19 pages long and far too detailed for a small parish council. He will modify them to make them suitable for our use. The meeting agreed that the need for internal audit of our finances could be best met by having them checked by one councillor prior to each meeting. This will require the bank statements, cheque book, invoices and other documentation to be cross referenced to ensure that our funds are being effectively controlled. One the Clerk has produced draft regulations for Ellesborough he will circulate them to Councillors for approval.

RN

Item 6.12 Provision of K6 Kiosk for the Defibrillator. The Clerk advised the meeting that the supplier now had a new contractor dealing with the supply of the K6 Kiosks. Hence, the forecast date for delivery is now the 26th of January 2020, but this might be brought forward. The Clerk will have the new foundation laid asap.

RN

Item 6.13 Dunsmore. Councillor White informed the meeting of a proposal to install a defibrillator in Dunsmore. The Clerk had provided him with various options to help pay for the item and Councillor White will investigate the best way to fund it. However, the meeting also thought that it might be possible to obtain help with the cost from either Councillor Carroll of Bucks CC or Councillor Harris of Wycombe DC. Also, Wendover Parish Council should be asked to contribute towards the cost as half of Dunsmore is in their parish. One further problem concerns the mounting of the defibrillator on the church wall, as the wall is in a very bad state of repair and needs replacing. Dunsmore residents are prepared to carry out the work themselves but may need help with funding the cost of the necessary materials. However, this cannot be done until some better weather comes next year. Lastly, Councillor White advised that the new owners of Well Cottage had moved in but were still parking on the common. He suggested that the Council write to them advising them that they have the right to cross the common but not to park on it. He will pass their names to the Clerk.

AW

Item 6.14 Matters of Report. As the Council had supported the project to improve the facilities in the church, the Chairman asked the meeting about donating something to the parish hall to help with the refurbishment. However, as the parish hall has quite considerable funds this was not supported. One further suggestion from the Chairman was that we buy a commemorative silhouette of a soldier for the parish. This idea was supported but after some discussion it was felt that perhaps a commemorative bench would be better. All the Councillors and the Clerk will investigate to see what is available and appropriate. One suggestion already made is the WW1 Bench seat from David Ogilvie Engineering.

All

Item 6.15 Next Meeting. The next Parish Council Meeting will be on Monday 20 January 2020 at 7.30pm in Ellesborough Parish Hall.

The meeting closed at 20.53 hrs.

Signed

Councillor Debra Panikkar
Chairman
Ellesborough Parish Council