



Chairman: Colin Smart Clerk: Rosie Warne

**Minutes of the Meeting held on Tuesday 12th June 2018
Commencing at 8pm in the Community Centre, Townson Close**

Councillors Present: Catherine Beckett, Rosemary Bury, Barrie Grant, Sarah Haughney and Colin Smart

Members of the public: 5

1/6/18 To accept apologies and approve reasons for absence:

Apology received and accepted from Councillor Moore – previous engagement

2/6/18 Declarations of Interest - to receive any Declarations of Interest under the Council's Code of Conduct related to agenda items: None

3/6/18 Vacancies on the Parish Council – To date no applications have been received and Councillors to continue to raise awareness of these vacancies

4/6/18 Representations from members of the public:

Residents in attendance raised their concerns regarding the quality of the grass cutting in Cherry Hill and also the pruning of the shrubs which it was felt had either not been undertaken or not sufficiently cut back. Following in depth discussions Councillor Smart agreed that he would speak to Maximow regarding this issue, ask for a cutting schedule and moving forward the Parish Council will inspect the work undertaken.

The condition of the flower boxes was also discussed. Following discussions it was agreed that Councillor Grant and resident will discuss a new location for the flower box at Cherry Hill and will then work together to undertake the ongoing planting and maintenance.

5/6/18 Minutes – to approve and sign the minutes of the meeting held on 8th May 2018

The Minutes of the above meeting was agreed as a true record and signed by the Chairman

6/6/18 Matters Outstanding

- **Letter to Stagecoach reference bus service** – Clerk read out the letter received in response to the Parish Council's letter regarding the removal of the off peak bus service. Currently due to financial implications Stagecoach will not be adding off peak services or a Saturday midday return service. The bus pass restrictions are set by NCC. Following discussions it was agreed that the Clerk would write to NCC and Councillor Shephard to ask that NCC consider allowing bus pass users to use the peak service buses, write again to Stagecoach once there is a change in management which is due in July and to investigate the DACT service. Resident in attendance provided an update on who he has contacted and also awaiting response reference the bus passes
- **Street lighting quotation for replacements** – Clerk advised that she has written to Aylesbury Mains and Balfour Beatty for quotes
- **Letter to resident reference repairing of fence on playground** – Resident has responded and will make the necessary repairs
- **Reason for Councillor absence on minutes** – Following discussions it was agreed that the reason for absence will be noted as "previous engagement" to protect Councillor privacy

7/6/18 Planning – to receive update and agree any actions

Approvals

- **DA/2018/0217 & 0216** – listed building consent for the demolition of existing two storey extension and construction of a one and a half storey rear extension at The School House, Church Lane, Old
- **DA/2018/0212** – Lawful Development Certificate (proposed) construction of single storey rear extension and single storey side extension at Midway House, Bridle Road, Old
- **DA/2018/0202**- single storey side/rear extension and conversion of garage to habitable room at 39 Cherry Hill, Old

8/6/18 Playground – to receive latest inspection update report and to agree any actions:

Councillor Moore has undertaken the monthly inspection and no problems reported

Councillor Smart advised that he has carried out the repairs as per the ROSPA inspection report

9/6/18 Community Defibrillator

Councillor Smart advised that the defibrillator at Cherry Hill is now installed and ready to use. Councillor Bury is the co-ordinator for Cherry Hill and it was agreed that trained users will be provided with the access code. Discussion regarding a notice advising who the trained users are took place and Councillor Bury will speak to the residents in Cherry Hill and Councillor Smart will discuss this with Rebecca Moore

10/6/18 Mobile Speed Cameras

Councillor Barrie advised that there is no funding available for the purchase of the poles and the cost to install 2 poles would be £550/600. Additional cost is the purchase of the S50 licence which is £300.00. Councillor Smart will review the finances before proceeding further

11/6/18 Butterfly garden

Councillor Smart advised that Old Parish Charities have agreed to an area near the village hall to be designated as a butterfly area. Following discussion it was agreed that public opinion will be sought regarding the establishment of the butterfly garden currently marked out at Mill Lane

12/6/18 Parking on Cherry Hill – Councillor Bury advised that this is ongoing and to be discussed at the July meeting

13/6/18 Correspondence:

Recent complaints regarding grass cutting – This was discussed during public participation. Also to be noted at this time that the verges in the vicinity of Cherry Hill are maintained by NCC who cut this twice a year and in-between this time volunteers maintain this to a high standard

14/6/18 Finance

1. **To receive financial report and bank reconciliation** and to review performance against budget and to agree any actions – Councillor approved the financial and budget statements
2. **To approve the Accounts for the Year Ended 31st March 2018** – Councillors approved the Accounts for the Year Ended 31st March 2018
3. **To approve the Annual Governance Statement for the Year Ended 31st March 2018** – Councillors approved the Annual Governance Statement for the Year Ended 31st March 2018 and documentation signed by Chairman and Clerk
4. **To approve the Accounting Statement for the Year Ended 31st March 2018** – Councillors approved the Annual Governance Statement for the Year Ended 31st March 2018 and documentation signed by Chairman and Clerk
5. **To discuss the internal audit report for the Year Ended 31st March 2018**
Councillors discussed the issues reported and the following actions to be taken
Assets Register – Clerk to contact Internal Auditor to ask her to contact Councillor Smart to discuss the requirements of the Assets Register
Number of minutes – This has been actioned
Annual Return Documents – these to be uploaded onto the website

6. To approve listed payments totalling £1452.44

Date	Details	Amount	Cheque Number
13 th June	Clerk salary May £176.96 PAYE £1.00) – no cheque for this Clerk expenses £45.00	£219.12	922
13 th June	SSE Lighting charges	£174.24	D/D
13 th June	C Smart – replacement batteries for defibrillator	£54.96	923
13 th June	Maximow – grass cutting contract (April & May invoices)	£1004.12	924

15/6/18 Reports – to receive reports and make resolutions (if required)

1. **Trustee Representative** – Trustees will be undertaking the repairs flagged on the ROSPA report and are currently considering what to do with the tractor shed and looking to undertake repairs to the wall
2. **Police and Neighbourhood Watch Co-ordinator** – Councillor Haughney is now Co-ordinator and will be speaking to both Pauline Baldwin and Rebecca Moore regarding the distribution list to enable any incidents regarding Old to be circulated
3. **Highways** – Councillor Grant advised that pot holes are gradually being repaired. Parking on Cherry Hill is being discussed with Highways
4. **Councillors:** None

16/6/18 Forthcoming Meeting –10th July to be held in the Community Room, Townson Close commencing at 8PM
Future Meeting dates for 2018 - No meeting in August, 11th September, 9th October, 13th November and 11th December

Meeting closed at 9.20 PM