

UNCONFIRMED

MINUTES OF THE TURVILLE PARISH COUNCIL MEETING
Held on Wednesday 10th January 2018 at 7.30pm at Northend Village Hall

PRESENT:

Alice Nuttgens – Chair, Ray Jones, David Cairns, Dan Wels.

In attendance: Mrs L Coldwell – Clerk

4 members of the public – Robin Harman, Michael Wicks, Danny Fois, Vicky Hollier.

17/18.73 Apologies for absence

Cllr Drage. Apologies accepted.

17/18.74 Disclosure of Pecuniary and Personal Interest in items on the agenda:

Cllr Cairns declared a pecuniary interest in planning application 17/07955/CTR Bramblewood, Turville Heath as his own residence.

17/18.75 To confirm the minutes of the Ordinary Meeting held on 8th November 2017 and the Extra Ordinary meeting held on 20th December 2017

The unconfirmed minutes for the November meeting have been altered at minute 17/18.51, line 23 to "Turville Heath exchange", not "Turville". The minutes for both meetings were agreed by the Councillors and signed by the Chair.

Cllr Cairns disagrees with the minutes from the meeting held on the 8th November and wishes his objections to be noted.

17/18.76 To report on matters arising from the minutes not on the agenda – for information:

- BCC have advised that they have completed 3 of the 4 Donate-a-Gates that the PC paid for last year, and are waiting to hear from the owner of the 4th. Clerk has asked BCC to chase this landowner. A local farmer has expressed concern about the gate in the hedge at Turville Grange and thinks that it does not look sufficient to withstand any cattle trying to escape. This has been noted and will be monitored.
- Clerk is researching which laptop to purchase with the money from BALC via the Transparency Fund. £255.17 was granted to the PC following the Clerk's application. This should purchase a basic laptop that comes with a 1 year subscription to Windows software but not a full anti-virus software. Clerk will find and circulate to the Councillors proposals for laptops to be approved at the next PC meeting. Cllr Wels has offered to help with this.
- Clerk has ordered the leaflet holders for the telephone boxes to display local business and information leaflets but is awaiting delivery.
- Cllr Drage has submitted her resignation to the parish council.
- Cllr Cairns also submitted his resignation from the parish council at this time. The Chair commented that the council will miss him and he has put a lot of effort in to the council over the years.

Action:Clerk - In light of these resignations, Clerk to arrange notices advertising the 2 casual vacancies.

17/18.77 Public question and answer session:

Action:Clerk - There are issues with mobile signal in the parish, particularly with O2 coverage – to be an agenda item for March meeting.

17/18.78 Reports to be received if any:

- Clerk attended the Wycombe District Association of Local Council meeting in December where the new Chairman is hoping to revitalise WDALC and make it much more dynamic than it currently is. A new Secretary has been appointed and subscription letters will be sent in March. Cllr Cairns feels that this organisation does nothing and that the subs should not be renewed until it can prove it's worth. All in agreement.

17/18.79 Items to note:

- A thank you letter has been received from the Chilterns Conservation Board for the recent donation.
- Clerk was approached by a filming company who want to film in Turville village summer 2018. Clerk referred them to the Turville Village Association.
- Clerk and Cllr Jones attended the Buckinghamshire Rural Action Group conference.

17/18.80 Superfast Broadband:

The Chair thanked Cllr Cairns for his work and efforts on getting superfast broadband for the parish. All the Cllrs agreed, as did members of the public.

A new website <http://www.tb-ag.org/> has been created to give updates to anyone interested in the situation. Cllr Wels reported that several residents supported by cabinet 10 have ordered superfast broadband, but none have gone live as far as he knows.

Cabinet 4 in Northend was put live in January, a few residents have ordered but again are waiting for activation.

Residents in the parish have been reassured that the Turville Broadband Action Group will continue working until all residents are satisfied with their superfast broadband coverage.

It is recommended for people to register details on the TBAG website for updates. There is also a Facebook page that has updates and any relevant news.

There have been suggestions for TBAG to expand the remit to include other forms of communication such as mobile and landline services which are also poor in some areas of the parish. This will be discussed at the next meeting of the action group which will be held on 29/01/18.

17/18.81 Planning:

a. WDC decisions made since previous meeting:

17/07955/CTR – Bramblewood Turville Heath – Fell 1 x Cryptomaria (T1) – **Not to make a Tree Preservation Order** (PC not consulted due to computer error by WDC)

17/07650/FUL - Halewood Northend Road Northend - Householder application for conversion of existing garden store attached to garage to a home office including associated works – **Application Permitted**

17/07807/FUL – Cobstones Turville Valley Road Turville – householder application for construction of single storey front extension, internal and external alterations to house, garage and outbuilding to from improved living accommodation, landscaping and formation of water feature in rear garden, raising height of boundary walls and erection of estate railings – **Application Permitted**

b. Applications awaiting decision by WDC:

17/08188/FUL – Southend Cottage Southend Common Southend – householder application for construction of single storey side/rear extensions and associated alterations – **PC commented no objection 22/12/17**

c. New applications to be considered by the PC:

17/08344/CTREE – Cobstones Turville Valley Road Turville – fell to ground (Cherry, Whitebeam & Elder) in rear garden and grind resulting stumps to below ground level – **no objection**

17/08349/CTREE – Land Surrounding Turville Park and Lime Avenue – tree works as per schedule – **no objection**

17/18.82 CIL Money received by the PC:

Community Infrastructure Levy money currently stands at £3372.79. £2000 is earmarked for funding the pond project in Northend. Other CIL money has been used for replacement benches at Churchfield Wood and Southend Bridleway. PC to discuss if any other projects have been identified to spend CIL funds on. There are restrictions as to what CIL money can be spent on, namely infrastructure needs in the parish.

Cllr Wels has spoken with the working group regarding Northend pond and they have had a survey done which said action needs to be taken, but the CIL money will not come close

to helping pay for the works that are needed. Cllr Wels advises that grant funding will be needed to help, or possibly contributions from local businesses as tens of thousands of pounds will be needed to restore it to a pond if that is what is wanted. Information noted.

17/18.83 The PC to discuss communication in the parish and information notes drafted by Cllrs Cairns and Nuttgens:

Cllr Cairns has drafted a leaflet about Turville parish suitable for everyone who lives in the parish. Subject to some alterations, such as removing and adding telephone numbers, Cllr Nuttgens proposed getting the leaflet printed, seconded by Cllr Jones. There are people who have volunteered to distribute. All approved the expenditure for 200 leaflets to be printed a cost of £79 by The Print Shop, Stokenchurch.

Cllr Nuttgens is creating a leaflet to use as a Parish Calendar, with dates for things such as Lent lunch, rounders match, Christmas party and any other events where the date is already known or else does not alter each year. Cllr Nuttgens will continue to get information for this to be printed. Cllr Nuttgens proposed printing the leaflet when all dates are in, Cllr Jones seconded for 200 single A5 leaflets to be printed at a starting cost of £29 by The Print Shop, Stokenchurch.

Cllr Nuttgens is hoping to organise a meeting in February about the proposed May Day event. This will not be an event run by the parish council.

Cllr Nuttgens approached a Turville resident with the role of the social secretary, who has expressed an interest but this has not yet been confirmed.

Action:Clerk To be put on the agenda for the next meeting in March – to look at the parish council website and discuss if it should be a place to advertise social events in the parish and other notices rather than only PC minutes, agendas and associated documents.
Clerk is looking into a new website, Cllr Wels will help with this.

17/18.84 The PC to finalise details for the spending of the Ward Bursary:

District Councillor Whitehead advised that there is a budget of £233 to be granted to “good causes” within the parish at the suggestion of the PC. At the Extra Ordinary meeting held in December it was resolved to use this money towards a new Donate-a-Gate via the scheme run by the Chiltern Society, and contributing the shortfall (£17). No location suggestions were forthcoming, the question will be asked to the wider community including the nursery in Turville for suggestions. Location to be approved between meetings as deadline for applications to WDC is before the next PC meeting.

17/18.85 The PC to discuss gritting in the parish following the snowfall in December where the gritting lorries stopped short of Turville Heath:

A resident has pointed out that Dolesden Lane was cleared and gritted, but the gritters do not carry on into Turville Heath meaning that all roads but especially the junction at Balhams Lane were dangerous to drivers. The resident has asked if the PC can discuss this with Bucks County Council to include Turville Heath in the gritting. BCC have primary and secondary routes, secondary routes are only gritted if all the primary routes have been done. In the snowfall at the beginning of December, Transport for Bucks have said that not all primary routes were gritted therefore hardly any secondary routes were done. Cllr Wels proposed asking if BCC can extend the gritting route to include this junction. Cllr Nuttgens seconded.

Action:Clerk

17/18.86 The PC to approve the expenditure of £50 to the Turville Broadband Action Group to enable fliers to be printed and then distributed to raise awareness of the group and what it is trying to achieve for superfast broadband in the parish:

This spend was proposed by Cllr Jones and seconded by Cllr Wels at the December Extra Ordinary meeting. The leaflet would be produced by TBAG and issued to households by the action group. All in agreement, expenditure approved. Either Cllr Wels or the Chair of TBAG will pay initially for leaflets and then present an invoice/receipt to the PC for reimbursement at the following meeting.

17/18.87 The PC to discuss Holloway Lane and the current state of disrepair it is in:

The road is currently riddled with potholes, which have been reported to Bucks County Council and repaired in the past few months. However the road would benefit from an entire resurfacing rather than ad hoc repairs to the many potholes. Clerk has been advised that the County Councillor may be able to ask BCC for resurfacing works to be carried out.

Cllr Nuttgens said that the potholes that were reported by the Clerk have not been filled. Clerk to chase TfB as she had been told that the works had been carried out in December. County Cllr Teesdale a few years ago said that the road was due to be resurfaced, but this has never happened. Cllr Nuttgens proposed speaking with County Cllr Teesdale to see if the road can be surfaced. Cllr Wels seconded. Residents can report potholes themselves via: <https://www.buckscc.gov.uk/services/transport-and-roads/report-a-problem/report-a-pothole/>

17/18.88 The PC to discuss and approve the social media policy for Turville parish council
Facebook page:

Cllr Wels created a page on Facebook for updates to residents in the parish. This can be found at www.facebook.com/TurvilleParishCouncil, but you do not have to be a member of Facebook to view it. Clerk had circulated a draft social media policy, the objective of which is to outline to Councillors and residents the PC position on using social media as a tool to communicate with residents. Cllr Wels made some alterations, which were distributed at the meeting. Cllr Cairns queried not promoting local businesses on the Facebook page, this was clarified that the policy says "comments" will not promote businesses, but Cllr Wels as the page owner can and will promote any local businesses as necessary. All approved the revised draft statement. Clerk to arrange for publication on the website.

17/18.89 The PC to discuss the draft budget and setting the precept for 2018/2019:

A draft budget document for 2018/2019 had been circulated to the PC with the current year to date budget spends. It was suggested to reduce the precept to £5500. Cllr Cairns proposed £5500, Cllr Wels seconded. All in agreement, resolved to set the precept at £5500 for financial year 2018/2019. Clerk to advise Wycombe District Council.

17/18.90 Finance:

Please note that Lloyds Bank put a hold on the account without informing anyone so no statement has been received since October. Clerk has requested statements which should arrive in 7 – 10 days from 04/01/18.

Cllr Cairns voiced serious concerns about the lack of bank statements and expresses that this raises a large internal audit control issue. The Clerk said that she had submitted the paperwork to alter the address at the beginning of November, a signature on this form did not match what Lloyds have on record therefore it was refused. The second paperwork sent in has not been received by Lloyds.

- a. Change of address form to be signed by 2 signatories on the account:
Cllrs Nuttgens and Jones signed the forms. Clerk to send to Lloyds.
- b. Bank Balances – an additional cheque for grass cutting was signed in between the November and January meetings.

Opening Balance 01/11/17	11047.90
Less November payments	(970.43)
Opening Balance 01/12/17	10077.47
Less December payments – salary via S/O	(257.29)
Closing Balance 31/12/17	9820.18

c. Reserves:

CIL restricted reserve	3372.79
(CIL – committed for Northend pond	2000.00)
CIL restricted reserve less Northend pond	1372.79
Unrestricted reserve	6447.39
Total reserves as of 31/12/17	9820.18

- d. To sign the following payments:

Lorna Coldwell – January salary – paid via Standing Order	257.29
Lorna Coldwell – expenses and mileage November/December	97.51
BALC – Good Councillors members handbook for Cllr Wels	6.50
Invoice for use of Northend Village Hall	20.00
Total:	381.30

17/18.91 Date of Next Meeting

The date of the next meeting was confirmed as Wednesday 14th March to be held at the Bull and Butcher, Turville.

The meeting was closed at 21.48.

The Chair Date