

# ICKFORD PARISH COUNCIL

## MINUTES OF THE MEETING OF ICKFORD PARISH COUNCIL

Held on 12th April 2016, at 7.30pm at Ickford Village Hall Annexe

**Present:** Councillor Andrew Brunet (AB) - Chairman  
 Councillor Ruth Baker (RB)  
 Councillor Louise Arnold (LA)  
 Councillor Peter Jordain (PJ)  
 Councillor Vina Parmar (VP)  
 Councillor Barbara Kolbert (BK)  
 Councillor Keith Green (KG)  
 Parish Clerk Nicola Dawson (ND)  
 District Councillor Michael Rand (MR)  
 County Councillor Margaret Aston (MA)

Item	Previous Minute	Subject	Action																				
142		<b>Apologies for Absence</b> None received																					
143.		<b>Declaration of Interest</b> None declared																					
144.		<b>Requests for Dispensations</b> None received.																					
145.		<b>Confirmation of Previous Minutes</b> The minutes of the last meeting held on <a href="#">8th March 2016</a> were agreed a true record & signed off by the Chairman.																					
146.		<b>Finance</b>																					
a)		<b>Drawn Cheques at meeting (for February 2016)</b> <table border="1" data-bbox="373 1294 1481 1505"> <thead> <tr> <th>Payee</th> <th>Item</th> <th>Cheque No.</th> <th>Period</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>N Dawson</td> <td>Clerk salary March 2016</td> <td>523</td> <td>Mar 16</td> <td>£335.36</td> </tr> <tr> <td>Ickford Village Hall</td> <td>Annual hall hire charges 2015-2016</td> <td>524</td> <td>2015-16</td> <td>£300.00</td> </tr> <tr> <td><b>TOTAL</b></td> <td></td> <td></td> <td></td> <td><b>£635.36</b></td> </tr> </tbody> </table>	Payee	Item	Cheque No.	Period	Amount	N Dawson	Clerk salary March 2016	523	Mar 16	£335.36	Ickford Village Hall	Annual hall hire charges 2015-2016	524	2015-16	£300.00	<b>TOTAL</b>				<b>£635.36</b>	
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b)		<b>The accounts for February &amp; March 2016</b> Income, Expenditure & Reconciliation for <a href="#">February</a> & <a href="#">March</a> 2016, previously circulated to the Parish Council members, was agreed as a correct record & duly signed by the Chairman.																					
c)		<b>Provisional Financial Results for 2015/16</b> AB presented the previously circulated draft financial results & explained any differences for audit purposes ( <a href="#">please refer to attached</a> ). AB confirmed the deadline to complete the annual return is June 2016 & that these must be approved by the PC before submitting to Mazars (the appointed auditors). It was agreed that Keith Tattersfield (a local resident & accountant) would carry out the internal audit for a service fee of £50.																					

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d)		<p><b>Project List 2016</b> Nothing to be added to the project list this month.</p>	
e)		<p><b>New arrangements for the Parish Council Clerk</b></p> <ul style="list-style-type: none"> <li>• ND confirmed resignation from the post &amp; that the notice period of 1 month will be completed on 4th May 2016.</li> <li>• ND offered to cover the meetings only (agenda, meeting &amp; minutes) for a further 2 months (if required) at a maximum of 10 hours per month.</li> <li>• It was agreed to advertise the post with immediate effect.</li> <li>• ND agreed to produce a job description.</li> <li>• BK agreed to place an advert in the Ickford Informer, Bernwood News &amp; Bucks council website.</li> <li>• LA agreed to advertise on local social media</li> <li>• ND agreed to contact local clerks to see if they are interested in applying</li> </ul>	<p>ND</p> <p>BK</p> <p>LA</p> <p>ND</p>
147.		<p><b>Correspondence &amp; Communications Since Last Meeting</b></p> <p><b>Letter sent to Headteacher at Ickford School</b> An anonymous letter has been sent to the Headteacher from "A.Villager" &amp; this has been passed to the PC for comment. The letter was acknowledged, however the PC do not respond to anonymous correspondence &amp; welcome any individual to approach the PC directly either to come along to a PC meeting or to contact the clerk confidentially.</p> <p>It was confirmed that the PC are already examining ways to improve the car parking situation in the village &amp; recognise that this is not an issue isolated to the school.</p>	
148.		<p><b>Meetings Attended on behalf of the Parish Council in the period</b></p> <p><b>LAF attended by RB</b> RB briefed the PC on the LAF (Haddenham &amp; Long Crendon) attended during the month. <a href="#">Please refer to attached notes.</a></p>	
149.		<p><b>Planning</b></p> <p>1 appeal was raised during the month, after the Agenda was issued. It was agreed to C/F to the May meeting for discussion :</p> <p><a href="#">Land adjacent to 43 Golders Close, Ickford.</a></p>	C/F
150.		<p><b>Open Forum for Parishioners (under adjournment)</b></p> <p>No residents present at the meeting.</p> <p><b>The Barns on the road between Ickford &amp; Shabbington</b> MA updated the PC that the County Council are aware of the terrible state of the barns &amp; surrounding grounds following the recent fire &amp; that works continue to ensure clearance as soon as possible LA agreed to send an update via the local social media forums.</p>	LA

PREPARED BY: CLERK TO THE COUNCIL

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		Project Updates	
<b>151.</b>		<b>Village Maintenance &amp; Landscaping</b>	
<b>a)</b>	137a)	<p>Dog Fouling:</p> <ul style="list-style-type: none"> <li>• A majority agreed to order a pack of A4 posters to distribute around the village at a cost of £5 &amp; to order 10 x packs of leaflets to distribute with the next Informer at a cost of £50.</li> <li>• BK to add an article suggested by LK in the Informer also</li> <li>• All agreed not to purchase any more dog bins</li> <li>• All agreed that it is not appropriate to fence off the play area at this time</li> <li>• Gary Munson (GM) to use more substantial liners in the waste bins</li> <li>• Agreed to C/F these discussions with GM to agree locations of new waste bins in conjunction with measuring up the recreation ground to potentially assist in car parking.</li> </ul>	<p><i>LA</i></p> <p><i>BK</i></p> <p><i>GM</i></p> <p><i>C/F</i></p>
<b>b)</b>	136)	<p>Street Lighting:</p> <ul style="list-style-type: none"> <li>• Need to check if the light outside the bus shelter has been fixed as it states "closed" on the "track it" system.</li> <li>• KG reported the street light in Church Road is developing a slight lean (not imminently dangerous) - LA agreed to report to the "track it" system &amp; follow up the repair take place.</li> </ul>	<p><i>LA</i></p> <p><i>LA</i></p>
<b>c)</b>		<p>Zip Wire: The surround to the zip wire needs to be replaced. RB &amp; BK suggested a couple of local residents may offer to volunteer - ND to chase this up. PC will pay for materials.</p>	<i>ND</i>
		<b>Highways &amp; Byways</b>	
<b>a)</b>	138a)	<p>AED: Dave Crawford of the Sports Pavilion Committee has seen the cabinet &amp; is arranging with an electrician to install onto the wall of the Pavilion. Once in place, ND to arrange training session for the village community.</p>	<i>C/F</i>
<b>b)</b>	138b)	<p>MVAS: AB confirmed this is now up &amp; running &amp; training has taken place. AB &amp; GM are to monitor the data on a monthly basis.</p>	<i>CLOSE</i>
<b>c)</b>	138c)	<p>Drive leading up to the park: Repair works being carried out by Gigaclear</p>	<i>C/F</i>
<b>d)</b>	138d)	<p>Road Gritting: RB updated advice from Bucks CC</p>	<i>CLOSE</i>
<b>e)</b>	138e)	<p>Surface Water Drains: LA advised that the "track it" system confirms works are complete although the drain still seems too full. LA is going to re-open the repair on the "track it" system.</p>	<p><i>LA</i></p> <p><i>C/F</i></p>
<b>f)</b>	138f)	<p>Footpaths:</p> <ul style="list-style-type: none"> <li>• MA advised to contact "Rights of Way" department at Bucks CC to find out ownership of footpath behind Farm Close</li> <li>• BK added that the PC also need to examine the issue of badger setts on the footpaths</li> <li>• KG agreed to carry out a land registry search to find out ownership of footpaths around the Parish</li> <li>• AB provided a footpath map - ND to file in the Clerk project files</li> <li>• Footpaths Volunteer group agreed to be led by BK &amp; RB</li> <li>• VP to research the "rules of disposing of roadkill"</li> <li>• A local resident had raised a concern with BK regarding the poor state of some of the hedges. BK agreed to look into this in conjunction with the footpaths project.</li> </ul>	<p><i>ND</i></p> <p><i>KG</i></p> <p><i>BK/RB</i></p> <p><i>VP</i></p> <p><i>BK</i></p>

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<b>g)</b>	138g)	Car Parking: The PC agreed to continue to distribute leaflets to offending vehicles & to examine & mark out the driveway up to the recreation ground with a view to improving parking & access. Following examination, quotations will be required for surfacing. C/F to May meeting to discuss plans.	<i>AB</i>
<b>h)</b>	131c)	Bus Shelter: RB & LA updated that the bus shelter will be decorated with children's hand prints & that this project will be run by the WI.	<i>CLOSE</i>
<b>153.</b>		<b>Communication &amp; Publicity</b>	
<b>a)</b>	139a)	Neighbourhood Planning/ VALP: <ul style="list-style-type: none"> <li>• The joint community plans with neighbouring villages is going head as an idea with a view to a meeting being set up in April with AVDC</li> <li>• VALP communication received by all PC - C/F for any further updates</li> </ul>	<i>C/F</i>
<b>154.</b>		<b>Village Organisations &amp; "Institutions"</b>	
<b>a)</b>	140a)	Sports Pavilion & Football Club & Playing Field: <ul style="list-style-type: none"> <li>• AB confirmed that the football club are not intending to return to Ickford playing field at this time.</li> <li>• It was agreed that further discussion needs to take place to review how best to use our playing field</li> <li>• Ideas were discussed as to how to encourage local youth teams &amp; junior sports groups (of any sport) to be set up &amp; make use of the facility.</li> <li>• MA recommended contacting "Active Bucks" who promote village sporting activities &amp; offer possible funding - VP agreed to look into this &amp; update at the next meeting.</li> </ul>	<i>AB</i> <i>C/F</i>
<b>b)</b>	140d)	Annual Parishes Meeting (APM): Agreed date change due to unavailability of the village hall - new date agreed as Monday 16th May 2016. ND to confirm booking of village hall & send out email invites to all local organisations.	<i>ND</i>
<b>155.</b>		<b>Next Meeting agreed 10th May 2016, 7.30pm in the Annexe at Ickford Village Hall</b>	

The meeting closed at 9.45pm

*All supporting documentation referred to in the minutes above can be found on the Parish Council section of the website [www.ickfordcommunity.wordpress.com](http://www.ickfordcommunity.wordpress.com) and in the files held by the Parish Clerk.*

**Signed:**

**Date:**