

ICKFORD PARISH COUNCIL

MINUTES OF THE MEETING OF ICKFORD PARISH COUNCIL

Held on 10th October 2017, at 7.30pm at Ickford Village Hall

Present:

Councillor Louise Arnold	(LA)	Chair
Councillor Barbara Kolbert	(BK)	Vice-Chair
Councillor Andrew Brunet	(AB)	
Councillor Ruth Baker	(RB)	
Councillor Peter Jordain	(PJ)	
Councillor Keith Green	(KG)	
Councillor Martin Armitstead	(MA)	
Nicola Dawson	(ND)	Parish Clerk
Pat Pointer	(PP)	Clerk to be appointed
District Councillor Michael Rand	(MR)	

1 x resident

Item	Previous Minute	Subject	Action																																													
361.		Apologies & approval of absence None received																																														
362.		Confirmation of Previous Minutes The minutes of the last meeting held on 5 th September 2017 were agreed a true record & signed off by the Chairman.																																														
363.		Declaration of Interest None received																																														
364.		Requests for Dispensations None received																																														
365.		Finance																																														
a)		Drawn Cheques at meeting (for October 2017)																																														
		<table border="1"> <thead> <tr> <th>Payee</th> <th>Item</th> <th>Cheque No.</th> <th>Period</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Cartwrights</td> <td>Grass cutting (5 of 7) & brambles</td> <td>615</td> <td>Aug 17</td> <td>£337.72</td> </tr> <tr> <td>Cartwrights</td> <td>Grass cutting (6 of 7) & brambles</td> <td>616</td> <td>Sept 17</td> <td>£337.72</td> </tr> <tr> <td>N Dawson</td> <td>Clerk salary month of September 2017</td> <td>617</td> <td>Sept 17</td> <td>£327.80</td> </tr> <tr> <td>Eon</td> <td>Electric for the Pavilion</td> <td>618</td> <td>July-Sep 17</td> <td>£10.56</td> </tr> <tr> <td>Friends of St Nicholas</td> <td>Internal Audit fee for K Tattersfield (KT asked to donate direct to the Church)</td> <td>619</td> <td>2016-17</td> <td>£50.00</td> </tr> <tr> <td>Sovereign Design Play</td> <td>Replacement of rope bridge in the park</td> <td>620</td> <td>Sep-Oct 17</td> <td>£520.38</td> </tr> <tr> <td>Thames Water</td> <td>Water supply to Pavilion 1st April to 11 September</td> <td>621</td> <td>Apr-Sep 17</td> <td>£21.55</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td>£1605.73</td> </tr> </tbody> </table>	Payee	Item	Cheque No.	Period	Amount	Cartwrights	Grass cutting (5 of 7) & brambles	615	Aug 17	£337.72	Cartwrights	Grass cutting (6 of 7) & brambles	616	Sept 17	£337.72	N Dawson	Clerk salary month of September 2017	617	Sept 17	£327.80	Eon	Electric for the Pavilion	618	July-Sep 17	£10.56	Friends of St Nicholas	Internal Audit fee for K Tattersfield (KT asked to donate direct to the Church)	619	2016-17	£50.00	Sovereign Design Play	Replacement of rope bridge in the park	620	Sep-Oct 17	£520.38	Thames Water	Water supply to Pavilion 1 st April to 11 September	621	Apr-Sep 17	£21.55					£1605.73	
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b)		<p>The accounts for August 2017 Income, Expenditure & Reconciliation for August 2017 were agreed as a correct record & duly signed by the Chairman.</p>	
c)		<p>Appointment of new Clerk / RFO</p> <ul style="list-style-type: none"> • It was unanimously agreed to confirm the formal appointment of Pat Pointer (PP) to the role of Clerk / RFO to take over from the outgoing Clerk (ND). • PP duly accepted the offer of employment based upon the previously received contract of employment & provision of references. • It was agreed that a handover between ND & PP would take place during the month of October with a view to PP taking over full responsibility by 1st November 2017. • PP to record any hours worked during this month & invoice accordingly • The PC agreed to apply for a grant to provide a PC/laptop for the new Clerk – this is available via BALC – LA to action. 	PP LA
d)		<p>Project List 2017</p> <ul style="list-style-type: none"> • LA to get 3 quotes for more play bark & a new surround for the zip wire C/F • LA to discuss the other general repairs highlighted on the latest ROSPA report with Emily Davies to gain quotes for repairs 	LA LA
366.		<p>Correspondence & Communications Since Last Meeting</p> <p>a) Environment Team @ AVDC emails regarding S106 project assignment: the PC discussed the allocation of funding towards sport / leisure projects, should any of the 3 housing developments go ahead & agreed the following as their priority list: Pavilion refurbishment / extension; Car parking for Pavilion area; Multi-purpose track; MUGA leisure/sport facilities; Outdoor gym.</p> <p>b) Road Safety Week Campaign: The PC agreed not to take part in this scheme at the present time.</p> <p>c) Overhanging hedges between Ickford & Worminghall: BK alerted the PC to an email received & confirmed that this issue has been reported to TfB. No further action from the PC.</p>	
367.		<p>Meetings Attended on behalf of the Parish Council in the period</p> <p>a) LAF Meeting: RB advised that the LAF funding application is due in by January 2018. All agreed to apply for the parking / pavilion project.</p> <p>b) VALP Briefing: LA referred to previously circulated notes from the meeting – no further action at this time.</p> <p>c) TfB Conference: KG provided a summary of the conference & confirmed that when reporting “pot holes” in the road they must now be referred to as “carriageway defects”. There is also a new system for attending to reported defects coming into action from March 2018.</p>	
368.		<p>Planning</p> <p>The following planning application was received in the month & circulated with the agenda:</p> <ul style="list-style-type: none"> • 17/03490/APP: 17 Sheldon Road, Ickford: Erection of dwelling, formation of non-vehicular access & parking. NO OBJECTIONS 	

PREPARED BY: CLERK TO THE COUNCIL

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ICKFORD PARISH COUNCIL

369.		Open Forum for Parishioners (under adjournment) 1 x resident present – ref Pavilion project discussed under item 373a).	
		Project Updates	
370.		Village Maintenance & Landscaping	
a)	342a)	ROSPA: It was agreed that LA would approach Emily Davies to quote for the repair items listed in the report & include maintenance of footpaths (actual to be decided at November meeting)	<i>LA</i>
b)	342b)	Annual maintenance schedule: ND to circulate draft to PC for comments	<i>ND</i>
c)		Tree canopy: Raising of the tree canopy opposite the duck pond has been reported to Bucks CC. Assessment has been completed & it has been added to their work schedule.	<i>C/F</i>
371.		Highways & Byways	
a)	343b)	Footpaths: <ul style="list-style-type: none"> • Court Farm stile replacement (opposite the pub): It was agreed for ND/PP to discuss options for arranging the replacement of the stile with a kissing gate – as no response has been received to the 2nd letter, it was agreed to write again to say that if no response is received within 14 days then the PC will go ahead with the replacement. • It was agreed to add the maintenance of the footpath from Church Road to Bridge Road to the maintenance schedule for quotes. 	<i>ND/PP</i> <i>PP</i>
b)	343c)	MVAS: AB advised that Alan Hudson has now offered to relocate the MVAS around the village on a monthly basis. AB also advised that the software is still not working – it was agreed to carry this forward with a view to installing onto the new PC / laptop for the Clerk	<i>CF</i> <i>AB/PP</i>
c)	295d)	Parking on corner of Bridge Road/ Sheldon Road & road safety: <ul style="list-style-type: none"> • LA has met with the local PCSO who supports the painting of white lines on this corner as a road safety necessity. LA is getting a quote for this from the LAT. • BK agreed to investigate funding for a PCSO presence in the village at peak times & to advise the PC accordingly. • PP offered to email MA the information on the Sentinel speed camera that is used in Oakley for MA to investigate. 	<i>LA</i> <i>BK</i> <i>PP/MA</i>
d)		Street Light 12 Golders Close: ND advised that this has been reported & the removal of the old column & connection of the new light is imminent!	<i>C/F</i>
e)	354)	Weight restriction of the 2xbridges: This enquiry has been logged – awaiting a reply. <i>Since the meeting, ND has received advise from Bucks CC that there is no structural concern & any further weight limit is not deemed necessary – please refer to email from ND.</i>	<i>CLOSE</i>
372.		Communication & Publicity	
a)	344a)	Emergency Planning: AB advised that no progress made since last meeting – the EP team are arranging to meet up in the next few weeks.	<i>C/F</i>
b)		Ickford Informer: The PC agreed & advised the Informer Team that they would continue to fund the printing of the Informer & this would continue at the school. ND offered to assist BK in access to the school facilities & to print & collate.	<i>CLOSE</i>

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c)		Neighbourhood Plan: The PC agreed to revisit this to discuss after the outcome of the 3 x housing developments have been determined. To be included in a future agenda when appropriate.	<i>C/F</i>
		Village Questionnaire: <ul style="list-style-type: none"> • It was agreed that the main area of concern, raised by residents who completed the questionnaire, was sewerage & surface water drainage in the village. • RB agreed to draft a further questionnaire to all residents to address these specific issues, in order to gain a true picture of the problems faced with sewerage in the village. RB to forward a draft to the PC to discuss at the November meeting before sending out. • It was agreed to reprint the Thames Water leaflet in the Informer advising residents of how to report any problems encountered. 	<i>RB</i> <i>BK</i>
373.		Village Organisations & "Institutions"	
a)	345a)	Sports Pavilion & Car Parking: <ul style="list-style-type: none"> • LA confirmed that draft plans / quotes are in the process of being put together • LA is applying for LAF funding for the car park project • Changing of the locks on the Pavilion remains outstanding • 	<i>LA</i> <i>C/F</i>
374.		The next meeting was agreed as Tuesday 14th November 2017.	

The meeting closed at 10.25pm

All supporting documentation referred to in the minutes above can be found on the Parish Council section of the website www.ickfordcommunity.wordpress.com and in the files held by the Parish Clerk.

Signed:

Date: