

ICKFORD PARISH COUNCIL

MINUTES OF THE MEETING OF ICKFORD PARISH COUNCIL

Held on 14th November 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)	
Pat Pointer	(PP)	Parish Clerk
District Councillor Michael Rand	(MR)	
1 x resident		

Item	Previous Minute	Subject	Action																																								
375	361	Apologies & approval of absence None received																																									
376	362	Confirmation of Previous Minutes The minutes of the last meeting held on 10 th October 2017 were agreed a true record & signed off by the Chairman.																																									
377.	363	Declaration of Interest None received																																									
378.	364	Requests for Dispensations None received																																									
379.	365	<p>Finance</p> <p>a) Drawn Cheques at meeting (for November 2017)</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr style="background-color: #d3d3d3;"> <th style="width: 20%;">Payee</th> <th style="width: 40%;">Item</th> <th style="width: 10%;">Cheque No.</th> <th style="width: 10%;">Period</th> <th style="width: 20%;">Amount</th> </tr> </thead> <tbody> <tr> <td>Cartwrights</td> <td>Grass cutting (7 of 7) & Brambles</td> <td style="text-align: center;">622</td> <td style="text-align: center;">Oct 17</td> <td style="text-align: right;">£337.72</td> </tr> <tr> <td>Cartwrights</td> <td>Strim down brambles on 30.05.2017</td> <td style="text-align: center;">623</td> <td style="text-align: center;">May 17</td> <td style="text-align: right;">£48.00</td> </tr> <tr> <td>Ickford School</td> <td>Photocopying</td> <td style="text-align: center;">624</td> <td style="text-align: center;">Nov 17</td> <td style="text-align: right;">£34.90</td> </tr> <tr> <td>Nicola Dawson</td> <td>Clerks Salary and Expenses</td> <td style="text-align: center;">625</td> <td style="text-align: center;">Nov 17</td> <td style="text-align: right;">£366.52</td> </tr> <tr> <td>Pat Pointer</td> <td>New Clerks hours for October</td> <td style="text-align: center;">626</td> <td style="text-align: center;">Nov 17</td> <td style="text-align: right;">£54.74</td> </tr> <tr> <td>Lock & Key</td> <td>Fit rebated digital lock to Pavilion</td> <td style="text-align: center;">627</td> <td style="text-align: center;">Nov 17</td> <td style="text-align: right;">£210.00</td> </tr> <tr style="background-color: #d3d3d3;"> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">£1051.88</td> </tr> </tbody> </table>	Payee	Item	Cheque No.	Period	Amount	Cartwrights	Grass cutting (7 of 7) & Brambles	622	Oct 17	£337.72	Cartwrights	Strim down brambles on 30.05.2017	623	May 17	£48.00	Ickford School	Photocopying	624	Nov 17	£34.90	Nicola Dawson	Clerks Salary and Expenses	625	Nov 17	£366.52	Pat Pointer	New Clerks hours for October	626	Nov 17	£54.74	Lock & Key	Fit rebated digital lock to Pavilion	627	Nov 17	£210.00					£1051.88	
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ICKFORD PARISH COUNCIL

b)	365 b)	<p>The accounts for August 2017 Income, Expenditure & Reconciliation for September 2017 were agreed as a correct record & duly signed by the Chairman.</p>	
c)	365c)	<p>Update on grant for new PC Laptop LA informed all that BALC had reported that they would not hear from NALC re the funding until the end of November. It was agreed by all that LA would purchase the Laptop with Parish Council funds which would be replace once the Transparency Funding arrived.</p>	LA
d)		<p>Precept Letter It was agreed that the Precept would be set at the December meeting after Councillors have had time to look at the coming financial year and to see if we have any up and coming Projects that need to be taken into consideration, besides the Pavilion, Carpark, and Zipwire. AB disclosed that we should end this financial year with £15,000.00 in bank. It was suggested that we look at how our Precept compares with other areas before a decision on what the Precept should be set at.</p>	ALL
e)	356d)	<p>Project List 2017</p> <ul style="list-style-type: none"> • It was agreed that a new Larger Litter bin was needed for Sheldon Road/Golders Close as the present one is broken. As this will be of a larger size it was agreed to check with Dave Smith if it can be erected on the grass verge. BK to speak with Dave Smith and will obtain prices for a new bin and posts 	BK
380.	366	<p>To consider correspondence and other communications received since last meeting.</p>	
a)		<p>Public Consultation regarding Mobile Libraries and their new proposals. Clerk informed all that an email had been received informing all that the Mobile Library was being considered to be discontinued. Comments and a survey are available for residents to complete if they wish. BK to put the poster in the Informer</p>	BK
b)		<p>To discuss if PC wish to make a comment re Aylesbury Vale Local Plan (VALP) It was agreed that no comment would be made by Ickford Parish Council</p>	
381.	367	<p>Meetings Attended on behalf of the Parish Council in the period</p>	
a)		<p>MA attended meeting with Stephanie Buller from AVDC with regards to Ickford producing a neighbourhood plan. MA informed all that he had an informative and constructive meeting with SB. Her recommendation was to go ahead with a neighbourhood plan. MA went on to report that it takes time and effort to produce and can take up to 2 years to put a plan together and getting a referendum. He suggested that he would be happy to get a Committee together to produce the plan, that would be completely separate to the Parish Council and he would update at Parish Council meetings as to the progress. MA informed all that there was a Grant Fund of up to £9000 to help with costs and that he will look into this. MA also mentioned that he had spoken to PP as the Parish Clerk and asked for her help on the administration side. It was pointed out by Councillors that the Clerks hours were already covered with Parish Council work and if she did help with the administration then her time may have to be billed separately to the 30 hours per month she is salaried for. This was understood, but not something that at present could be decided as at this time we have no idea of what hours would be needed. MA went on to say that an ideal Committee would be 8 to 10 people, he added he would be grateful if anyone knew of anyone they think would wish to be involved in the Committee to let him know and he would also put a piece into The Informer.</p>	MA
			MA/BK

ICKFORD PARISH COUNCIL

		MA said ideally, he would like to start the project in January 2018. All agreed for MA to go ahead.	
382.	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 • 17/039999/APP: 51 Worminghall Road, Ickford HP18 9JB Retrospective application for the demolition of conservatory and erection of single storey rear extension. NO OBJECTIONS • 17/03934/APP: Land off Shabbington Road Relocation of existing agricultural field access. NO OBJECTIONS <p>Discussion took place with regards to the work going on next to the Old Rectory. It was noted that plans are still valid for the conversion of both buildings. It was also discussed that the 3-major planning's re new houses have been put back so no update to report.</p>	
383.	369	<p>Open Forum for Parishioners (under adjournment)</p> <p>Questions was asked as to how long the waste tipped at the bridge had been there. LA said that this has already been reported. Question was asked as to why there is parking allowed there, as it would make it more difficult for waste to be tipped if there where bollards in place. It was agreed that the parking there is for the fisherman and as at present we only have waste tipped infrequently the cost of bollards etc., would outweigh the problem.</p> <p>Discussion took place with regards to "gate access" by residents who back on to the playing field. It was agreed no action would be taken.</p> <p>It was agreed that a sign would be erected at the footpath stating, "This is not a public right of way". BK will undertake this.</p>	<i>BK</i>
		Project Updates	
384.	370	Village Maintenance & Landscaping	
a)	370a)	<p>ROSPA</p> <p>LA updated on the quote for fixing Zip Wire 1st quote was for £5,692.00 + VAT the 2nd quote was for £2,280.00 plus VAT – All agreed to go with the 2nd quote.</p>	<i>LA</i>
b)	370b)	<p>Annual Maintenance Schedule</p> <p>LA informed all that she has spoken with Emily re the Annual Maintenance Schedule and Emily says that 2 hours per week should be able to cover the schedule, although to start with it may take a few more hours in order to get everything to a good standard. It was agreed by all to go ahead with the 2 hours per week schedule from now until April 2018 and to then review.</p> <p>The PC also discussed the fact that all Culverts around the village need to be cleared/unblocked ready for the winter months and also the weeding of kerbs and gullies within the Parish signs. It was agreed that this would have to be undertaken separately by Emily and all agreed that 8 hours would be allocated to start with and then Emily to report if more hours were needed. LA to speak with Emily</p> <p>Clerk was asked to email Emily for a copy of her Public Liability Insurance as it was noted that to do the Culverts and gullies is dangerous as the use of the road would have to be incorporated.</p> <p>Clerk also asked to check the contract with Cartwrights re grass mowing</p>	<i>LA</i> <i>PP</i> <i>PP</i>

ICKFORD PARISH COUNCIL

c)		Tree Canopy: The works on the canopy of the tree opposite the duck pond have been completed	<i>CLOSE</i>
385.	371	Highways & Byways	
a)	371a)	Footpaths: <ul style="list-style-type: none"> Clerk was asked to write a letter to Court Farm, Worminghall, with regards to replacing the stile to a kissing gate It was agreed to add the maintenance of the footpath from Church Road to Bridge Road to the maintenance schedule for quotes. (see item 384b)	<i>PP</i>
b)	371b)	MVAS: As we do not have IPC Laptop at present we will wait to put the software for the MVAS machine onto the new laptop. Clerk to enquire how to do this	<i>PP</i>
c)	371c)	Parking on corner of Bridge Road/ Sheldon Road & road safety: <ul style="list-style-type: none"> LA is still waiting for quotation from Mr Smith at TFB 	<i>LA</i>
d)	371d)	Street Light 12 Golders Close: PP reported she had been informed that the work on the light had now been completed. But was informed by Councillors that it is still not working. She will report again to Aylesbury Mains Ltd <ul style="list-style-type: none"> Clerk reported she had received an email from resident of Field Close reporting the light had been out for 8 months. She has reported it, but requested that a note be put into the Informer asking for residents to report lights out to The Clerk if they notice them or for them to go online themselves to report a light out. 	<i>PP</i> <i>BK</i>
e)	371e)	Weight restriction on the 2 bridges: Advice from Bucks CC that there is no structural concern & any further weight limit is not deemed necessary – Take off Agenda	<i>CLOSE</i>
f)		“Go for Gold” Scheme LA asked Councillors if they had all looked at the website Go for Gold Scheme all agreed they had. LA said she had spoken to the School who seemed to be in agreement for the scheme to go ahead. The scheme would be run for the children to collect stamps on a card given if they have walked to school, cycled, scootered, parked correctly or caught the bus, after collecting a certain amount they would receive Certificates, and then go on to achieve bronze, silver and gold badges. LA asked if all would be in agreement for the Parish Council to support the scheme by paying for the badges, she said that the cost should be no more than £150. All agreed to this amount be allocated to the scheme. LA said she will draft a letter for the next meeting.	<i>LA</i>
g)		Funding for PCSO: BK informed all that she had received the quotation for the PCSO, she had been informed it would cost £36K per year for 40 hours per week, so would be too costly to consider on our own but perhaps we could join together with other villages? TVP would fund half. BK to go back and ask what is the minimum hours per week we could have. Although all agreed it is probably going to be better to just enlist the local PCSO.	<i>BK</i>
386.		Communication & Publicity	
a)	372a)	Emergency Planning: AB advised that no progress made since last meeting – AB said he hoped to get it up and running in the New Year.	<i>AB</i>
b)	372c)	Neighbourhood Plan: See item 381(a)	<i>MA</i>
c)		Village Questionnaire: As it has been agreed that the main area of concern, raised by residents who completed the questionnaire, was sewerage & surface water drainage in the village, it was agreed that a further questionnaire to all residents to address these specific	

ICKFORD PARISH COUNCIL

		<p>issues, in order to gain a true picture of the problems faced with sewerage in the village will take place after the winter months, when we have a better understanding to where the problems are. It was also agreed that perhaps the new questionnaire could go out as part of the Neighbourhood Plan.</p> <ul style="list-style-type: none"> It was agreed to reprint the Thames Water flyer/leaflet in the Informer advising residents of how to report any problems encountered. 	<i>BK</i>
387.	373	Village Organisations & "Institutions"	
a)	373a)	<p>Sports Pavilion & Car Parking:</p> <ul style="list-style-type: none"> LA reported that she has applied to the Lottery Funding for work on the Pavilion and we should have it back within 10 weeks. LA reported she now has 2 quotes for the car parking project. <ul style="list-style-type: none"> 1st quote was for £18,000.00 2nd quote was for £5,500.00 the second quote asked to consider two things. <ol style="list-style-type: none"> Regulations on how close you can dig to tree, so would have to come out a bit further than anticipated the tree line. It would cost an extra £2K to remove the top soil, but this could be solved by making bunds around the car park and spreading the rest over the field and seeding. <p>Discussions took place as to if PC wished to go ahead with the projects as comments were made as to the costs of doing both, should the Pavilion be completed first to see how much money is spent before we know if we have enough left to spend on the car park. LA informed all that as the projects were being applied for by different funding this would not be the way forward as the funding for the car park would be applied for through the LAF and if we got the funding it would not be able to be spent on anything other than the car park it was applied for. It was agreed to go forward with the application for the LAF funding as it could be turned down by IPC if it was decided not to go ahead. LA said that she has spent considerable time on these projects getting quotes and applying for funding and would prefer in the future if Councillors are going to change their minds on decisions she would like to know before hand to save the hours she has put into the projects. She also commented that there is another funding she has heard of through AVDC which is up to £1000, which could be looked into</p> <ul style="list-style-type: none"> Changing of the locks on the Pavilion – this will be completed tomorrow. 	<i>LA</i>
388.	374	The next meeting was agreed as Tuesday 12th December 2017.	

The meeting closed at 21.38pm

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:

PREPARED BY: CLERK TO THE COUNCIL

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