

# ICKFORD PARISH COUNCIL

## MINUTES OF THE MEETING OF ICKFORD PARISH COUNCIL

**Held on 13<sup>th</sup> February 2018, at 7.30pm at Ickford Village Hall**

**Present:**

Louise Arnold	(LA)	Chairman
Councillor Barbara Kolbert	(BK)	Vice-Chair
Councillor Andrew Brunet	(AB)	
Councillor Ruth Baker	(RB)	
Councillor Peter Jordain	(PJ)	
Councillor Martin Armitstead	(MA)	
Pat Pointer	(PP)	Parish Clerk
Mr M Rand	(MR)	AVDC Councillor

Item	Previous Minute	Subject	Action																																								
405		<b>Apologies &amp; approval of absence</b> None																																									
406		<b>Confirmation of Previous Minutes</b> The minutes of the last meeting held on <a href="#">12<sup>th</sup> December 2018</a> were agreed a true record & signed off by the Chairman																																									
407		<b>Declaration of Interest</b> None																																									
408		<b>Requests for Dispensations</b> None																																									
409		<b>Accept Mr K Green's Resignation</b> It was agreed to accept Mr Green's resignation and also agreed to inform AVDC of the resignation and send a copy of the Vacancy in the Office of Parish Councillor. Clerk will also place advert on the Ickford Community Website, and will put a copy in village noticeboard.	<i>PP</i>																																								
410	394	<b>Finance</b>																																									
a)	a)	<b>Drawn Cheques at meeting (for February 2018) agreed and signed. Cancel cheque</b>																																									
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b)	b)	<p><b>The accounts for January 2018 and February 2018</b> Income, Expenditure &amp; Reconciliation for Jan/Feb were only given as a projection as Clerk waiting on bank statement, so it was agreed they will be signed at the March 2018 meeting.</p>	
c)	c)	<p><b>Update on grant for new PC Laptop</b> Clerk informed all that we have now received the cheque for the Transparency Funding which is the cost of the new computer (without VAT) £374.99 this amount was banked on 05.02.2018.</p>	
d)	e)	<p><a href="#"><u>Project List 2017/2018</u></a> Clerk to update Project List Form. <b>Purchase of New Bins</b> It was agreed to approve spending up to £500 plus VAT on the two new bins, It was agreed that the bins needed to be “stand alone” bins, Chairman agreed to order bins and send invoice to Clerk. It was also agreed that if we are going to pay someone to fit the bins, that we could get them to do the potholes on the path.</p>	LA/PP
<b>411</b>	394	<p><b>To consider correspondence and other communications received since last meeting.</b></p>	
a)	a)	<p><b>News to report on 106 Funding.</b> LA reported that she had been asked to give estimates for the 106 Funding, so agreement needs to be reached as to what we would like to estimate for. It was agreed that all Councillors will help in getting the estimates needed. Mr Rand added that Pound Ground is going to appeal and suggested that it may be a good idea to quote the first 3 priorities against <b>Pound Ground Application.</b> Mr Rand also suggested that it would be best to prioritise in the order of requirements and that LA ring Mr J Houston to discuss with him what is exactly required.</p>	LA/PP  LA
b)	b)		
c)	c)	<p><b>Renewal offer from EON re electricity contract due 31 March 2018</b> It was agreed for the Clerk to telephone E.on and try to have the new contract to remain the same as the one that is coming to a close.</p>	PP
<b>412</b>	396	<p><b>Meetings Attended on behalf of the Parish Council in the period</b></p>	
a)		<p><b>LAF meeting on 14<sup>th</sup> December 2018.</b> RB and nothing to report as Rights of Way representative did not attend so the question re Stile was not answered. Also Mr Smith from TFB was not in attendance. It was also agreed to put the Parking Letter in the Informer.</p>	RB/BK
b)		<p><b>7<sup>th</sup> February 2018 – Clerk new Audit Training.</b> Clerk reported that new Auditors (PKF) were now in place. She reported that forms basically remain the same as before and the only new information was the introduction of small authorities with an income of £25K or less being able to exempt themselves from the annual audit. She went on to say that as part of the requirements for this a form has to be completed and emailed/posted to PKF. Also, small authorities would still have to keep up to date records on income etc., as it would still be possible that you would get a recall to submit a full audit.</p>	
c)		<p><b>Future meetings to be attended on behalf of Parish Council</b> 27<sup>th</sup> February 2018 – Clerk Training on new Data Protection Laws</p>	
<b>413</b>	397	<p><b>Planning:</b> To discuss planning applications and make recommendations and to include to those <u>planning applications received after the agenda is published if urgent.</u></p>	
		<p><b>17/039999/APP:</b> 51 Worminghall Road, Ickford HP18 9JB Retrospective application for the demolition of conservatory and erection of single storey rear extension – approved <b>17/03934/APP:</b> Land off Shabbington Road Relocation of existing agricultural field access. <b>Approved 30.11.2017</b></p>	

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		<p><b>17/03490/APP:</b> 17 Sheldon Road, Ickford HP18 9HT Erection of dwelling of non-vehicular access and parking. <b>Approved 11.01.2018</b></p> <p><b>17/02516/AOP</b> – Ickford – Land off Turnfields, Ickford Bucks Outline application with all matters reserved for a residential development of up to 30 dwellings with associated open space and sustainable. <b>Awaiting decision</b></p> <p><b>17/04283/APP</b> – Ickford – The White Cottage, 2 Bulls Lane, Ickford</p> <p><b>17/04284/ALB</b> – Ickford – The White Cottage, 2 Bull Lane Ickford Fire Damage Repairs and single storey extension – <b>Approved 29.01.2018</b></p> <p><b>17/04173/APP – ICKFORD</b></p> <p>St Nicholas Church, Church Road, Ickford. Demolition of shed and erection of a replacement of wooden shed. <b>Awaiting Decision.</b></p> <p><b>17/04651- ICKFORD 35 Golders Close HP18 9QA</b></p> <p><b>Erection of Summer House in rear garden (retrospective)</b></p> <p>It was reported that emails had been received with regards to this application, with a resident showing concerns with regards the planning and the use of the premises as a business which results in parking difficulties. One of the Councillors has been monitoring this situation over the last month and was able to report that a parking problem due to visitors to the house had not been noticed. It was agreed that as the Parish Council's duty is with regards to the Planning Application and not to the premises being used as a business or parking. That 5 out of the 6 Councillors present had no objection to the Application for the Summer House. Clerk to inform resident of Parish Councils decision.</p> <p><b>New Planning Applications received in January/February 2018</b></p> <p>None before the February Meeting.</p>	<p style="text-align: right;"><i>PP</i></p> <p style="text-align: right;"><i>PP</i></p>
<b>414</b>	397	<p><b>Open Forum for Parishioners</b> (under adjournment)</p> <p>One parishioners attended, but no discussions took place</p>	
<b>415</b>	400	<b>Village Maintenance &amp; Landscaping</b>	
<b>a)</b>	a)	<p><b>ROSPA</b></p> <p>LA informed all she had spoken with Emily with regards to the Zip wire repair and said that it should be completed by the next meeting.</p>	
<b>b)</b>	399b)	<p><b><u>Annual Maintenance Schedule</u></b></p> <p>Clerk reported that Emily had updated her by email, she has made a start on the kerbsides, however the weather has been unkind, and hindered progress. She assured the Clerk that she will continue with the list. She has used 2 of the 8 hours allocated for the work. She has also cleared up the rubbish that was dumped at the gate just inside the Ickford turning. The wood will be removed and burnt and I will dispose of the 4 sacks of debris. This in total was 2 hours work which she will add to her invoice.</p>	
<b>c)</b>		<p><b>Liability Insurance for Contractors</b></p> <p>With regards to the Liability Insurance for the maintenance schedule work being carried out. It was agreed that £10M is the amount which is required. It was also agreed for the Clerk to write to person concerned to offer a solution to the problem by asking for quotations for Liability Insurances for £5M and £10M and the possibility would be the PC paid the difference between the £1M insurance and the other.</p>	<i>PP</i>
<b>d)</b>		<p><b>Quotations for Grass Cutting Season</b></p> <p>Clerk reported that she has sent out a Tender for 3 quotations for the 2018 grass cutting season. She will report back at the next meeting.</p>	<i>PP</i>
<b>e)</b>		<p><b>Action for snow clearing &amp; road gritting in Icy and Snowy Weather</b></p> <p>After much discussion regarding the best way forward with a plan for bad winter weather the following was agreed:</p> <p>RB to get prices on a Spreader Machine and grit</p>	<i>RB</i>



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		<p>that some of the work would have to be done by Village Volunteers, otherwise the cost would not be within our budget. List of what is required is below.</p> <p>New Toilet Fitted Wall Removal Skip Hire Fixing of the Ceiling Flooring Electrics Plumbing</p> <p>She suggested that a start could be made by volunteers on the work. For instance, clearing of the hall, skip hire could take place.</p> <p>A long discussion took place as to the obtaining of 3 quotations before work started. LA informed all that she has spent a considerable amount of time on site with contractors asking for quotations and it has been really difficult to obtain any quotes once the contractors have left the premises. She reported if the 3 quotations were needed she would appreciate the rest of the Councillors helping to gain the quotations as she has exhausted her contacts.</p> <p>It was agreed that the Councillors would help to get the quotations and LA send she would send the plans/drawings etc., to the Councillors.</p> <p><b>LAF funding</b> reported in minute 411b)</p>	<i>LA/PP</i>
b)	b)	<ul style="list-style-type: none"> <li>• <b>Changing of the locks on the Pavilion</b> – LA asked if the Clerk would cancel the cheque issued as the work has not been completed, the reason being that when the company arrived on site, they saw the job was going to be bigger and costlier than they had quoted so LA cancelled them.</li> <li>• <b>Drains in Ickford Village</b> – It was agreed for BK to put note in Informer to remind people to make a note if anyone has any drain problems and how many houses are affected when flooding occurs these can then either be emailed to The Clerk or delivered to No:43 Golders Close where there will be a box outside available for residents to post their replies.</li> <li>• <b>WI Noticeboard</b> – It was reported that the WI had requested to be able to put a noticeboard (with changing letters) They would pay for it and would like it on fence opposite Bridge Road. Some Councillors did not agree that this would be a good spot for the noticeboard as it is very busy on there, and also there is probably not enough space. All agreed to look before next meeting or to suggest other locations.</li> </ul>	<i>ALL</i>
c)	c)		
d)	d)		
e)			
f)			
		<b>Please note: Clerk has asked for the form for new address for Bank Statement to be signed. This was signed by two Councillors at the meeting and the Clerk will post to Lloyds Bank plc.</b>	<i>PP</i>
419		<b>The next meeting was agreed as Tuesday 13<sup>th</sup> March 2018.</b>	

**The meeting closed at 10:28pm**

*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:**