

 Akeley Parish Council

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Parish Clerk Helen Butcher

9<sup>th</sup> January 2023 General Meeting Draft minutes

06/23 **Public Open Forum (under adjournment);** for members of the public to bring issues to the Council's attention. Any issues not on the agenda cannot be discussed but will be noted and discussed at the next meeting if appropriate. Issues relating to the agenda will be taken into consideration when the item is discussed in the meeting Nothing was raised. There was only one member of the public at the start of the meeting who was subsequently co-opted onto the Council.

07/23 **Attendance and apologies;** To receive and accept any apologies.

Present were Councillor Holland (Chair) Councillor Hockley (Vice Chair) Councillor George and Jones. Clerk Helen Butcher.

Apologies received and accepted from Councillors Coxall and Goodger

08/23 **Members Interests;** Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Akeley Parish Council Code of Conduct for Members and by the Localism Act 2011.

Councillor George declared an interest in the village hall and Scout Field

Councillor Holland declared an interest in the village hall

Councillor Jones declared an interest in the planning item re footpaths across Leys Field

09/23 **Approval of Minutes;** Council **RESOLVED** to approve the minutes from the general meeting held at Akeley Village Hall on Monday 14<sup>th</sup> November and the Planning meetings held on 21<sup>st</sup> November 2022 and Tuesday 3<sup>rd</sup> January 2023.

10/23 **ADMINISTRATION**

**a. To consider co-opting William Eastwood as Councillor**

The Council **RESOLVED** to co-opt William Eastwood as a Councillor and he was warmly welcomed to Akeley Parish Council

**b. The Clerks report was received see below**

**c. An update on the recruitment for a new Councillor**

The Council **RESOLVED** to accept Councillor Coxall's resignation. The Council are extremely grateful to Debbie for her relentless support and hard work during her time as a Councillor. She will be greatly missed but it is hoped that we will still get the benefit of her pearls of wisdom and she has kindly offered to continue supporting the Council with its website.

The process needs to start again to find another replacement. The Clerk will publish the statutory notice and inform Buckinghamshire Council of the vacancy

**d. To consider and adopt the Civility & Respect policy-** Councillor Holland to re-send out the link for the training and to then be discussed again in March

**e. To set a date for the clerks appraisal –** Councillor Holland to circulate forms later this week appraisal beginning of Feb

**f. To consider creating a WhatsApp Group for quick communications such as meeting dates.** Council **RESOLVED** to set up a WhatsApp Group but to limit its use for reminders, prompts, meeting dates etc. mobile numbers to be forwarded to the Clerk as soon as possible.

11/23 **FINANCES;**

- a. To receive the financial statement: to end December 2022 current balance £11117.00
- b. Invoices to be paid in January 2023 see list of payments to be authorised change NALC invoice to read subs rather than training.
- c. The spending to end of December 2022 was reviewed - need to check website fees for next year
- d. Quote from E-Scapes Ltd for grass cutting etc 2023/24 still needs amending to take into account No Mow May and new areas required to be mown i.e. outside the Wayleave station in Chapel Lane  
Councillor Hockley to look at footpaths around village and what needs to be done by Escapes.
- e. Quotes for allotment fencing repair/replacement - still chasing revised quotes
- f. One quote has been received for tree works. In view of the amount further quotes are needed for comparison and to ensure due diligence. Because of the need to deal with this asap Council **RESOLVED** to accept the quote we have unless a comparable one comes in for a lower amount in which case the lower quote will be accepted. Proposed by Councillor George seconded by Councillor Jones
- g. Council **RESOLVED** to accept the budget proposed for 2023/24 as the outstanding unknowns will vary minimally.
- h. Council **RESOLVED** to confirm fees for rent of the Scout Field & 1 acre field remain the same for this next year £50 & £175 respectively. Further information has since come to light which means the future rents for these fields will be discussed again at the next meeting in March.
- i. Council **RESOLVED** to set the Precept 2023/24 at £18250 proposed by Councillor George & Seconded by Councillor Hockley. This represents an increase of 9.1 % which is less than the increase of costs to the Council but Councillors were mindful of the overall cost of living rise affecting residents.
- j. Update on payments from Community Board - still chasing
- k. To consider appointing an Internal Controls Officer - defer until March
- l. Council **RESOLVED** to accept a request to pay the clerks salary monthly. The Clerk will need to check with the payroll administrator how it is best to do it before proceeding. Proposed by Councillor George seconded by Councillor Hockley

12/23 **ENVIRONMENT;**

- a. Recreational Field; No updates.
- b. Play Park
  - An update was received on re-establishing the working group looking at the play area refurbishment. Clerk to send out quotes to Council and working group for review
  - Update on Section 106 money – will chase again once project confirmed
  - An update was received on finding a volunteer to monitor the condition of the playing field – clerk to speak to interested resident
- c. Scout Field; No updates
- d. Grass Cutting; no updates
- e. Wildflower area; no updates
- f. Trees: To receive any quotes for the tree work identified see item 11.23f
- g. Wildlife conservation - we have 2 bird boxes ready to put up. Clerk to draft a letter to WE Blacks asking them to put Hedgehog holes in fences of the gardens and if would be prepared to give the rest of the land to the village
- h. Roads and traffic; To discuss any issues, including
  - Community Speedwatch - still awaiting approval of equipment
- i. Footpaths; no updates from Footpath Wardens

- j. Allotments; Council **RESOLVED** to leave the allotment rents at the same price this year but to increase by 20% in 2024 . Councillor George will inform the tenants when sending out the rent notifications for 2023. See item 11/23e.
- k. The maintenance of Parish notice boards – Andy Gibbs will do as soon as weather is drier
- l. Bus shelters; Andy Gibbs will clean the bus shelters quarterly
- m. AED- the lighting is working well. Nothing found in the Conservation area documents about regulations on signage
- n. but double check with Street Scene to be absolutely sure

13/23 **PLANNING;**

- a. **New Planning applications –**  
Land Adjacent To Leckhampstead Road Akeley Buckinghamshire  
Ref. No: 22/O4319/VRC  
See response below
- b. **Decisions made by Bucks CC Planning Dept**  
Woodland Cottage Akeley Wood Lodge Road Akeley Buckinghamshire MK18 5BW  
Ref. No: 22/O3585/CPE Status: Certificate Issued – Existing use
- c. **Other planning Consultations –** A flyer has been produced to be delivered to all houses in the village regarding the Planning questionnaire sent out by Bucks CC. Volunteers were noted for delivering the flyers

14/23 **Date and time of next meeting; Monday 13<sup>th</sup> March 2023 at 7.30pm - To be preceded by the Annual Village Meeting**

Pursuant to the 1960 Public Bodies Act (amended), the Chairman advises that the participants & proceedings of this meeting may be reported upon (filmed, recorded, photographed, blogged, tweeted or streamed) but verbal reporting may not take place whilst in session. Non-participating attendees not wishing to be subject to such media should indicate this by sitting to one side.

22/O4319/VRC | Variation of Condition 18 (footpath material) relating to 20/O2433/APP to allow for a revised garage design to plots 1, 3 & 5 (Erection of five detached dwellings, and associated garaging, parking and amenity space, served off two new private drives, a replacement access for existing stabling/paddocks and the widening of Leckhampstead Road to also incorporate a new footpath (Revised re-submission of 18/O3471/APP and APP/JO405/W/19/3237395). | Land Adjacent To Leckhampstead Road Akeley Buckinghamshire

Akeley Parish Council objects to this application on the grounds listed below. This includes comments previously submitted which still stand and are relevant to this latest variation application.

“The footpaths shown on the map are not correct and appear to have been repositioned with no explanation or consultation. There is some dispute from a resident about the siting of the developments boundary as it shows on their Land Registry Deeds as being part of their property.

The changes to the footpaths not only alter the siting of the paths but also the access to them. The removal of the stiles suggests that the field will no longer be used for stock grazing. However there appear to be no proposed safety barriers to stop young children running down the paths out onto the roads. A meeting with a Footpath Officer would be useful to ensure there is clarity about the footpath surface, route and safety barriers before proceeding. No footpath diversion was put in place to ensure the safety of families walking to and from the village school during the roadworks to widen the road.”

Akeley Parish Council supports the comments made by the Strategic Access Officer about the route of the footpaths being shown incorrectly and needing full consultation to move them.

Regarding the footpath along the site towards Church Hill Akeley 4/3, the plans state a 2meter wide path should be instated but it is not clear if two meters is actually available at that point.

The boundaries shown on the map with neighbouring properties are incorrect and are in dispute. Therefore, the footpaths cannot be altered on privately owned land without resolving these issues.

Akeley Parish Council does not have a strong opinion on which surface material is used however as there are ongoing issues with drainage on this site the path surface needs to assist with drainage of surface water as much as possible and not worsen the problems. Water regularly runs off the site onto Church Hill and onto Leckhampstead Road therefore we are not sure if tarmac would be the best used in these areas as surely any surface water would continue to run off and not soak through?

Akeley Parish Council would like to know who will be responsible for the maintenance of these pathways once the development is complete and the houses are occupied? Given the problems experienced during the build there needs to be a clear line of accountability for dealing with any ongoing issues.

#### **Invoices for payment January 2023**

Grass cutting Andy Gibbs £40.00

Grass cutting playing field E-Scapes £1,327.20

Grass cutting verges E-Scapes £648.00

Spraying weeds on footpath, Spring & Autumn E-Scapes £316.80

Grass cutting Churchyard E-Scapes £1,044.00

autumn cut & clear of wildlife area E-Scapes £336.00

Annual Playing Field hedge maintenance recreational field E-Scapes £114.00

Newsletter donation for printing Akeley News Philips Print £18.00

Clerks salary & tax Helen Butcher redacted

clerks expenses Helen Butcher £ 52.00

Newsletter donation for printing Akeley News Editing Hilary Jones £10.00

**Total £ 4,866.00**

#### **Clerks Report January 2023**

Due to the amount of planning applications that need significant discussion and the fact that the deadline for responses does not always work in well with the general meetings The clerk suggest that setting up a regular meeting to discuss planning issues on alternate months to the general meetings would ensure they were scheduled in advance. This would ease the burden on the general meetings, allow full focus and discussion on planning applications and if there were no applications to discuss the meetings can be used to prepare the way for writing the Neighbourhood Plan. In this time external speakers who could help advise on writing the plan could be invited to speak.

The bank reconciliation has been completed to date. An anomaly has been found with a payment to NALC which appears to have been duplicated instead of paying the BMKALC subs this is being investigated further.

Preparation for Agar has started. The engagement form for the internal auditor was presented for signing.

Further clarity has been issued from Buckingham Palace regarding the Coronation weekend which will help with the Facebook survey.

SWALEC have responded and are now looking into the billing for the street lights following the LED lights being fitted. There was some discrepancy between their list of the lights Akeley Parish Council is responsible for, This should be resolved shortly and hopefully will result in a refund.