

SWANBOURNE PARISH COUNCIL

MINUTES OF MEETING Held 11 January 2017 at 6pm In the Village Hall

PRESENT:	Tom Finchett (Chairman)	TF
	Clive Rodgers (Vice Chairman)	CR
	David Blunt	DB
	Helen Cleaveley	HC
	Simon Hitchings	SH
	Jean Tuer	JT
	Janet Blake (AVDC&BCC)	JB
	Peter Borg-Neal (Oakman Inns)	PBN (re item 78/16)
	Linda Knights (Clerk)	LK

TF welcomed Councillor Blake and Mr Borg-Neal to the meeting.

01/17 APOLOGIES

Apologies were received from Linda Sirett.

02/17 DECLARATIONS OF INTEREST

TF declared a business and financial interest on behalf of the Swanbourne Estate in any matters where the Estate had a direct involvement.

SH declared an interest as Headmaster of Swanbourne House School.

[PBN spoke at this point in the meeting regarding proposals to extend the Betsey Wynne and its car park. The minutes can be found below at 12/17 Village Planning.]

03/17 UPDATE FROM AVDC/BCC COUNCILLOR

a. Bucks County Council

- i. The County Council's case for a single unitary Authority has already been submitted to government and a decision by the Rt Hon Sajid Javid, Secretary of State for Communities and Local Government.
- ii. Bucks Care Ltd, a wholly owned subsidiary of BCC, has now been brought back 'in-house' due to issues related to quality, leadership and financial management. The company was currently showing a cumulative loss of £2.4 million. A Members' briefing on the situation would take place the following week.
- iii. JB has asked Matt Whincup (BCC Transport for Bucks) for a tour to look at roads in general and she asked if she could help with anything specific. Councillors raised some issues, which are listed under item 11/17 Village Maintenance.

ACTION: LK to report all road issues on the Transport for Bucks (TfB) website.

b. Aylesbury Vale District Council

- i. The District Council's case for two new unitary Authorities was expected to be submitted to government the following week.

- ii. JB gave an update on the Vale of Aylesbury Local Plan (VALP) including the revised number of houses expected, with AVDC's requirement lowered by 2,000 to 26,800 and Wycombe District's by 2,100. The news that RAF Halton will be closing means that using Green Belt land in Wendover cannot be justified. The VALP will be examined in the Summer/Autumn and it is hoped will be adopted by the end of 2017.
- iii. JB explained Aylesbury's new status as a Garden Town. This is no different to the plans identified in the VALP but will allow AVDC to specify how a scheme should look and will bring additional funding – initially £550,000 this April, which will allow feasibility studies to be carried out.
- iv. The three possible routes for a new Expressway were also discussed. Both AVDC and SPC favour the southernmost route proposed, which allowed for more entry points and to the most part involved upgrading existing roads rather than creating new ones.
- v. JB gave a summary of business transformation at AVDC, including the technology strategy (eg Alexa) and commercial ventures, (eg Limecart and Incgen). All members of staff were being assessed for suitability to the new commercial ways of working, leading to more streamlined arrangements, with the emphasis being on a commitment to customer focus.

04/17 APPROVAL AND SIGNATURE OF MINUTES

Parish Council Meeting held on 5 October 2016

Having been circulated and read, the minutes were approved and signed by the Chairman.

05/17 MATTERS ARISING (not on this agenda)

55/16 and 36/16 – Declarations of Interest

HC has completed her Declaration, which has now been uploaded to the website and filed.

ACTION: *TF to ask LS to complete her form and pass it to CR for upload to the website.*

55/16 , 38/16b and Parish Assembly note 11b – PC use of the SCA Website

CR had obtained quotes from two companies to start the PC's own website: one at £500 (company specialising in PC websites) and one at £1000 (the firm that built the Swanbourne History website). Both use Wordpress, with which CR is familiar. Once set up, there would be a hosting cost of £200 per year.

It was **agreed** to proceed with the project in the next financial year, using the firm that built the Swanbourne History website.

ACTION: *LK to include in next year's budget £1000 for set-up and £200 for the hosting fee.*

06/17 FINANCE

a. Budget Monitoring 2016/17 Q3

A spreadsheet showing the budget against actual income and expenditure for Quarter 3 (Oct - Dec 2016) was circulated and studied by the PC. Some small amendments have been made in the light of information provided at the meeting and the final monitoring report is attached at Appendix A.

ACTION: *LK to chase a response from BCC for a remittance advice to explain the reason for a £105 payment in September.*

b. and c. Cheques written in Q3 and those to be approved/signed

The PC approved all cheques written in Q3 and four cheques for Q4, which were signed at the meeting. (See Appendix B)

d. Funding and Grants for 2017/18

This was discussed under Item 06/17e. – see below.

e. Budget for 2017/18

LK had circulated a draft budget in advance and this was agreed, subject to clarification of a few figures by TF and CR.

[POST MEETING NOTE: TF, CR and LK met on 30.01.2017 to resolve the queries and a finalised version has been circulated and approved.]

f. Precept for 2017/18

It was **agreed** to request a precept of £10,500 for 2017/18.

ACTION: *LK to inform Tony Skeggs at AVDC of this decision.*

07/17 DEFIBRILLATOR

Discussions had restarted by email in November 2016 regarding the installation of a defibrillator outside the Village Hall. Andy Wood was keen to organise a fundraising cricket match towards this, SH had offered the grounds of Swanbourne House School as a venue for the match and Dr Caroline Walker was pursuing a grant from the British Heart Foundation.

ACTION: *TF to follow up with CW and report back to the PC.*

08/17 USE OF SECTION 106 FUNDING

If the proposed development on land off Mursley Road proceeds then the developers, under their Section 106 Agreement with AVDC, would need to provide a financial contribution in lieu of on-site sport and/or leisure facilities, which would amount to £35,612 based on the size and scale of the development. The S106 agreement has to be in place before approval of the development is given, so AVDC requested urgent outline details of an appropriate project to include. Being aware of the Playing Field (PF) Committee's wishes and having discussed this with TF, on 28 December CR emailed a list of possible projects for initial assessment for eligibility and TF followed up with evidence that the Playing Field and Millennium Wood would remain as public access land for at least 25 years. TF discussed the proposals with members of the PF Committee on 9 January and they confirmed their priorities to be upgrading the tennis court and hard court areas, with any remaining funds going towards new play and fitness equipment. The Playing Field Committee can fine tune their improvement plan to give to AVDC in due course and AVDC will monitor the project.

ACTION: *LK to confirm to Joe Houston at AVDC that the outline project was **agreed** at this meeting.*

09/17 PLAYING FIELDS

- i. As the Field and Millennium Wood were both looking very tidy, the Playing Fields Committee (PFC) have decided to keep both maintenance programmes in place for the next three months, ie with Countrywide and with Eleanor Sherwood.
- ii. The PFC decided that the potential funding from the development on land on Mursley Road (see 08/17) would be spent on the repair and refurbishment of the tennis courts with the

remainder being spent on new play equipment. Funding for a picnic area in the Millennium Wood would come from other grants.

- iii. The PFC would like to update their Constitution, to allow for a smaller committee membership and a smaller meeting quorum requirement and possibly to give a broader scope beyond maintenance to include organising events. However, it would be best if some events were still organised and paid for by the Swanbourne Community Association.

ACTION: *TF to liaise with Dave Thrower regarding updating the Constitution.*

- iv. DB said that the entrance track to the Playing Fields was in need of repair.

ACTION: *TF to obtain quotes for track repair.*

10/17 LOCAL AREA FORUM (LAF)

A. SH had attended the LAF meeting and his report echoed JB's comments earlier in the meeting, ie:

- i. The Vale of Aylesbury Local Plan would be taken to Cabinet in March 2017, with submission planned for May/June 2017
- ii. Between January and July 2017 every AVDC member of staff except the Chief Executive would have to reapply for their job roles.
- iii. The decision on the BCC unitary business case was expected in January 2017. The District Councils' business case would be going to Cabinet in January and would then be submitted to the Department for Communities and Local Government.

B. SH had spoken to Simon Garwood at BCC about the proposed change of use of the LAF funding from two gates to one gate and drop-kerbs but had not yet received a reply.

ACTION: *SH to chase a response from BCC.*

11/17 VILLAGE MAINTENANCE

A. New Items

- i. Granite sets need replacing on both sides of the junction of Winslow Road with Mursley Road. DB suggested that a more robust engineering solution to installing these is needed in order to avoid further damage by heavy goods vehicles.
- ii. There is a large pothole on Winslow Road by the Home Farm Nursery.
- iii. There is water from a spring in the road running down Station Road and through a large pothole.
- iv. Visibility on the New Walk was getting worse due to the trees growing.

ACTION: *LK to report i, ii and iii online to TfB.
TF to look into iv.*

B. Update on Brought Forward Items:

b/f 59/16, 39/16, 23/16 and 04/16a: Dragon's Teeth (Winslow Road village entrance)

b/f 59/16, 39/16, 27/16.1 and 09/16a.i: Maintenance of Drains (Cemetery Hill)

b/f 59/16, 39/16, 27/16.1 and 09/16e: Potholes (Nearnton End)

b/f 59/16, A.i. Condition of Winslow Road (crack along centre of road)

JB would be looking at these issues when she visits with Matt Whincup and LK was asked to report all issues online. LK reminded Councillors of Matt Whincup's report in an email to TF that there was no more money in BCC's budget for pothole repairs in the current financial year.

ACTION: *LK to report all the issues online to TfB.*

b/f 39/16 and 33/16: Any Other Business – 1. Dog Bins

The new dog waste bin has now been installed at the exit from Millennium Wood opposite Nearton End Farm. It was **agreed** to dispose of the old waste bin from that site as it was not in a good enough condition to be used at Smithfield End, as previously planned. A new waste bin will therefore be ordered for installation at the junction of Smithfield End and Winslow Road.

ACTION: *LK to order a new waste bin from AVDC.*

12/17 VILLAGE PLANNING UPDATE

Current Applications

i. 16/03841/APP – Betsey Wynne Pub and car park extensions – revised plans

Peter Borg-Neal, founder of Oakman Inns, explained his company's reasoning behind this application and sought to reassure the PC that there was no intention to increase the number of weddings held at the Betsey Wynne. The aim was to invest to remain sustainable. Whilst he found the PC's revision to the plan a little harsh-looking, he displayed new drawings and photographs, showing a softer boundary with the countryside, which he hoped would meet with approval. The pub would like 100 spaces to ensure plenty of space for their customers and avoid any parking on the verges along Mursley Road, without discouraging villagers and incomers from using the car park when walking their dogs, etc. He felt the suggestion of a gateway to an overflow car park would not be popular with ladies wearing heels and would not be safe at night without lighting. He confirmed that the pub extension would enable them to offer 90 covers (compared to 70 currently) and 70-80 in the bar and garden.

Parish Councillors commented that, whilst the PC wants to be supportive and wants the pub to be successful, the plans seemed out of proportion with the size of an acknowledged historic village. There was concern for the close neighbours of the pub. Soft landscaping was important, whatever the size. Once the way forward was agreed, it should be understood that any further size increase would not be welcomed.

PBN confirmed that this work was a huge financial investment so Oakman Inns would not want to do any more. The aim was to create something that works and looks good.

TF declared his interest but explained that 90 spaces seemed to be the minimum planning requirement for the extension work being proposed. Others thought this to be wrong and that the minimum was 81.

After PBN left the meeting, there was further discussion and eventually a vote on three options as follows:

Option 1: The plan currently lodged with AVDC (81 spaces)

Option 2: PBN's new plan (102 spaces)

Option 3: Some use of open countryside but down to 84 spaces with some landscaping and a precise agreement on how this was achieved and with the caveat that the minimum requirement was 81 spaces.

The third option was preferred by a majority of one.

ACTION: *TF to present the third option to Peter Borg-Neal, explaining that it had a slim majority of support.*

16/02775/APP – Land at Mursley Road – Proposed Development

AVDC Planners did not like the circular layout of the original plan and suggested a straighter alignment to blend in with the existing houses which are all parallel to the road but this looked too regular and 'estate-ish'. TF has submitted a new version with straighter alignment but trying to maintain a more individual village style to each property. This has wide PC support so CR has written to AVDC to support it.

16/04278/AOP – Narton End Farm development – Outline application with revised access

This application to slightly change the position of the road access for the proposed development seems reasonable. The land sale to the developers has not yet been completed. The deadline for comments was the day of this meeting. DB suggested that if the PC agrees to the new plan, there needs to be a carefully worded condition included to ensure that neither the size nor number of houses could be increased.

16/04483/APP – Home Farm Day Nursery – Single storey extension and alterations to openings

CR asked for comments by 13 January.

16/04456/AHR – Land off Aylesbury Road Winslow – Electricity pylon works

As this work is needed for electricity supply maintenance, CR recommended that the PC support it.

13/17 VILLAGE HALL

JT reported that the hall continues to be well used, with very few gaps in the weekly timetable.

There was one minor incident when a user tripped over the step from the kitchen into the main hall but that has now been resolved.

The heating system still needs attention.

Mark Oldfield has stepped down as Chairman and Leanne Gibb has taken over, with Wilma Gilbert as Vice Chairman and Emma Saddington as Treasurer. Simone Millard continues as booking clerk and caretaker.

14/17 DEVOLVED SERVICES

In LS's absence, TF summarised the work being done by Eleanor and Tom Sherwood, ie verge trimming, clearing sides and weed-killing on pathways. There were currently no youths employed to do this work and it was suggested that CR should include an item on this in the next Newsletter.

(Phil and Sylvia Dalton and Eleanor Sherwood were doing other work around the village, not covered under the agreement with BCC and the Stewkley Enterprise Agency, eg in the War Memorial Garden, plus clearing and strimming other paths and the New Walk.)

ACTION: *TF to prepare wording for CR to include in the next (April/May) Newsletter.*

15/17 TRAFFIC CALMING

HC reported that, following a discussion with the Police, she was organising a précis of some of the data for them, with the hope of getting a police speed check in the village, which would be backed up with an email to the TVP Speed Solutions team. This could lead to a police operated mobile speed camera in the village.

Speed Watch

The volunteers (HC, Ken Harris, Anne Hampton, Trudy Timms and Anne Parker) have agreed to help for another year. The first Speed Watch of 2017 on Friday 6 January was cut to 30 minutes by heavy rain but the details of nine speeders were captured and the operation acted as a deterrent to many more. There were 150-170 cars travelling in each direction on Mursley Road between 2 and 3pm. HC commented that where trees had been planted on the verges, drivers did seem to drive more carefully due to the restricted visibility.

MVAS

The device was on Cemetery Hill, where it spent Christmas, so there would be some interesting data. The Swarco maintenance contract was now in place. She circulated the analysis report from 18 Sep-4 Nov 2016 on Mursley Road from Old House into the village, which showed the following results:

Weekly vehicle volumes

	Time	5 Day	7 Day
Average Daily		2,949	2,592
AM peak	8:00 to 9:00	389	303
PM peak	5:00 to 6:00	282	243

Speed

Average Speed: 30.1 mph

	Mon	Tues	Weds	Thurs	Fri	Sat	Sun
Count							
over limit	1139	1111	1345	1285	1233	1037	905
% over limit	5.5	5.3	6.3	6.0	6.5	8.6	9.2
Avg speeder	38.8	38.8	38.7	38.8	38.9	39.1	38.4

Nearton End

HC has been looking into possible options to reduce speeding in Nearton End and Tattams Lane and discourage their use as a 'rat run'. Ideas so far have included changing the speed limit to 20mph; introducing a 20mph zone with chicanes or humps; blocking off one end with a removable bollard or gate. Any solution would have to be self-funded. The first two would be expensive and any narrowing of the road would be impractical as farm vehicles need to get through.

It was **agreed** to talk to residents to canvas opinion and ideas.

ACTION: DB, HC and JT to speak to residents.

16/17 AV BROADBAND PROGRESS

TF reported that the main 'trunk' fibre ducting has been laid all the way through Swanbourne (except Ridgeway and Smithfield End areas) and up to Dodley Hill Farm and final duct connections were being made. The splicing teams are working in the village, connecting along the various points.

During the week commencing 9 January the main trunk fibre (already brought in to Swanbourne) will be blown through the village, and the fibre will also be blown to the various property connection points.

AVB are renting a barn at Hensmans Farm for the broadband central hub, which will be installed during the course of weeks commencing 9 and 14 January. All those signed up and who have paid their invoices can now ask for their connection kit. Most households have opted to have this installed by an approved installer, with Pete Timmins carrying out quite a large number. Otherwise Pete Timmins, Stuart Greenwood or AVB can instruct households how to lay the duct and install across their own gardens and into the property. It is understood that 'modems' will be provided when AVB are ready to connect and these connections will start in the week commencing 23 January.

The laying of duct to Smithfield End is due to commence this month, in order to access Smithfield End, Charlton Close and the rest of Station Road.

The duct has not yet been taken to Ridgeway, much to the concern of some of the residents. The cost of taking fibre to Ridgeway is significant, due to the lack of verge in the highway, and to date only three households have signed up. AVB plan to provide broadband to the whole of Swanbourne, and thus it is hoped that there will be more demand at this part of the village.

17/17 WAR MEMORIAL

i. Plaque and Stand

CR reported that the Plaque had been erected by Philip and Sylvia Dalton and all agreed it looks splendid.

ii. Garden

CR reported that Philip and Sylvia Dalton are doing a good job sorting out the new gardens. He had arranged an interim payment for them in December, using money granted from the Community Chest to the Swanbourne Community Association.

TF had arranged the installation of one entrance gate using the LAF grant to the PC and it looks excellent.

CR has ordered a wooden name sign from 'Bespoak Signs' of Devon, the costs for which may also be funded from the Community Chest grant.

18/17 MEETINGS DATES for 2017

All to be held in Swanbourne Village Hall at 6:00pm on Wednesdays as follows:

19 April 2017	-	Parish Council Meeting and Annual General Meeting
17 May 2017	-	Parish Assembly
05 or 12 July 2017 (tba)	-	Parish Council Meeting
04 October 2017	-	Parish Council Meeting

19/17 ANY OTHER BUSINESS

CR reported that he has begun the lengthy task of digitally recording the Parish Council's historic minute books and any other important documents.

Attachments

Appendix A: Budget Monitoring Q3 2016/17

Appendix B: Cheques for approval