HAZLEMERE PARISH COUNCIL

CEDAR BARN BARN LANE HAZLEMERE HP15 7BQ

MINUTES OF THE FULL COUNCIL MEETING HELD AT CEDAR BARN ON

1 October 2019 20.00

Members of the Council present:
J Baker, A Cecil, J Hagan, C Oliver, M Roberts (Chairman) and D Thompson.

Member(s) of the Public present:

ITEM NUMBER	ITEM TOPIC	DECISION
		Noted
FC01/10/19	**APOLOGIES FOR ABSENCE**	
	It was resolved that apologies were received from Cllrs J Horton, A Slater and J Weaver. It was noted that Cllrs A Baldwin and J Pritchard were not in attendance.	Approved Noted
FC02/10/19	**DECLARATION OF INTEREST**	
	Councillors did not take part in any discussions involving their declaration of interests below: Cllr A Cecil: Member of Hazlemere Community Association. Cllr J Horton: Member of Hazlemere Football Club, Hazlemere Sports Association land in Gorse Walk. Cllr C Oliver: Trustee of Hazlemere Sports Association Cllr M Roberts: Member of Hazlemere Bowls Club, Hazlemere Sports Association and Bucks County Council Pension Scheme Cllr J Pritchard: Employee and Member of Hazlemere Community Centre Cllr A Slater: Scout Association, Member of Hazlemere Community Association and Bucks County Council Pension Scheme. Cllr A Slater reported that is he is no longer a Trustee of Hazlemere Community Centre, Cllr D Thompson: Member of Hazlemere Fete Committee and Wycombe Sound Radio Station. Cllr J Weaver: Member of Hazlemere Gardening Association, Chiltern Society and Grange Area Trust	Noted Noted Noted Noted Noted Noted Noted Noted Noted
FC03/10/19	**PUBLIC SESSION**	
	There were no Members of the Public present.	Noted
FC04/10/19	**MINUTES OF FULL COUNCIL MEETING 4 JUNE AND 3 SEPTEMBER 2019**	
	It was resolved that the Minutes of Full Council Meetings 4 June and 3 September 2019 be approved with the following amendment to 3 September 2019: **FC08/09/19 Letter 2 change £800.50 to £880.50.**	Approved

Signed…….. **Chairman of Council**

Date……..

ITEM NUMBER	ITEM TOPIC	DECISION
FC05/10/19	**MINUTES OF PLANNING COMMITTEE MEETING AND 3 AND 16 SEPTEMBER 2019**	
	It was resolved that the resolutions be approved.	Approved
FC06/10/19	**MINUTES OF FINANCE GENERAL PURPOSES COMMITTEE MEETNG 19 AUGUST 2019**	
	It was resolved that the Minutes of Finance General Purposes Committee Meeting 19 August 2019 be approved.	Approved
FC07/10/19	**MINUTES OF OPEN SPACES COMMITTEE MEETNG 16 SEPTEMBER 2019**	
	It was resolved that the Minutes of Open Spaces Committee Meeting 16 September 2019.	Approved
FC08/10/19	**UNPAID EXPENDITURE TRANSACTIONS AND BUDGET REPORT**	
	a Unpaid Expenses Transactions **It was resolved that the following payments be approved:** **i. electronic payments for September 2019 Numbers 6 – 30;** **ii. cheque 007657; and** **iii. direct debits for September 2019 to Siemens, Lloyds and Simply Waste.** Local Government Transparency Act 2014 all items of expenditure over £500 to be reported: Cedar Barn Electric Jan – July 2018 £8,057.49 Cedar Barn Electric July 2018 – Jan 2019 £2,900.35 Cedar Barn Electric March – July 2019 £733.46 Barn Complex Cleaning August 2019 £615.60 Barn Complex Cleaning September 2019 £777.60 Grass cutting September 2019 £3,192.00 Repair to aerial runway at Hazlemere Recreation Ground £600.00 Confidential Transactions April £8,281.78 **b Budget Report** **It was resolved that the Budget Report be approved.**	Approved Approved Approved Noted Approved
FC09/10/19	**CORRESPONDENCE SENT AND RECEIVED FOR SEPTEMBER 2019**	
	Letters A to E Information In Office were noted. Letters 1 to 20 Sent Letters were noted. Letters 1 – 8 Received letters for Decision were discussed **It was resolved that**: Letter 1 Wycombe District Council and Bucks County Council. Devolution. **The Clerk be asked to reply stating that Hazlemere Parish Council would continue with the devolved services, however both devolution contracts**	Noted Noted Approved Approved

ITEM NUMBER	ITEM TOPIC	DECISION
	need to run for the same term. i.e. either 2022 or 2024 to enable the Parish Council to employ their contractor for the same term.	
	Wycombe District Council **The Clerk be asked to clarify the areas for devolved services and to ascertain more details for Hazlemere Recreation Ground e.g. ground/building maintenance/High Wycombe Croquet Club and funding available and what will happen to the Badger Way play area.**	Approved
	Bucks County Council **The Clerk be asked to clarify what is happening to the Children's Services building attached to Hazlemere Library.**	Approved
	Letter 2 Kompan. Playground Inspection Report comments. **The Clerk be asked to obtain additional quotations for playground equipment maintenance and to look for a general handyman to carry out minor repairs.**	Approved
	Letter 3 Member of the Public. Inconsiderate and dangerous parking. **The Clerk be asked to inform the resident that a Community Speed Watch has been undertaken on this stretch of the A404, with the results being forwarded to Thames Valley Police to take appropriate action and the Parish Council is also looking at employing a part time Parking Enforcement Officer, to be shared with other local Parish Councils. The location that you have highlighted would be monitored by this officer and appropriate actions would be taken.**	Approved
	Letter 4 Out and About Advertising. Bus Shelter advertising. **The Clerk be asked to confirm that the Parish Council has decided not to change the current bus shelter arrangements and therefore the current advertising contract will remain unchanged.**	Approved
	Letter 5 Member of the Public. Request for new Dog Bin. **The Clerk be asked to ascertain permission from Bucks County Council for the placement of a dog bin at the top of Hearn Close, together with obtaining the costs for its purchase, erection and emptying; the Member of the Public be kept informed.**	Approved
	Letter 6 Bucks County Council. Consultation public footpath HAZ/3. The information be noted. **The Clerk be asked to ascertain if the consultation may be made public.**	Approved
	Letter 7 National Association Local Councils. NAO Audit Code of Practice Part Two Consultation. The information be noted.	Noted
	Letter 8 Local Area Forum. Funding for parking enforcement officer. **The Clerk be asked chase for a reply to its email to establish more information on the process of the scheme.**	Approved
FC10/10/19	**QUOTATIONS**	

ITEM NUMBER	ITEM TOPIC	DECISION
	It was resolved that: **1. Renewal for Parish Council Insurance Policy** **The Clerk be asked to accept the quotation from Hiscox for the insurance renewal, based on good service, cost, traveller cover (for legal cost removal), excess and CCTV survey.** **2. Sentinel** **The Parish Council be asked to accept the full cost should Wycombe District Councillor R Gaffney's kind donation not be forthcoming.**	Approved Approved
FC11/10/19	**GRANT/DONATION APPLICATIONS**	
	It was noted that there were no considerations.	Noted
FC12/10/19	**REPORT FROM/FOR OUTSIDE BODIES/TRAINING EVENTS**	
	It was noted the following verbal reports: 12 September 2019 Wycombe District Association Local Councils: No attendees 19 September 2019 SLCC Clerk's meeting: Clerk 24 September 2019 Chepping Wye Valley Local Area Forum: Cllrs A Cecil. M Roberts and J Weaver	Noted
FC13/10/19	**ONGOING AND FUTURE ITEMS FROM PREVIOUS MEETINGS**	
	It was resolved that the Ongoing and Future Items be approved; Councillors and the Clerk be asked to progress their actions and report back to the next Full Council Meeting on 5 November 2019.	Approved
FC14/10/19	**CLERK'S REPORT FOR SEPTEMBER 2019**	
	It was resolved that the Clerk's report be approved.	Approved
FC15/10/19	**TIDY HAZLEMERE**	
	It was resolved that the next litter pick will be in Spring 2020.	Approved
FC16/10/19	**EXCLUSION OF THE PRESS AND PUBLIC 22.15**	
	It was resolved in accordance with s1 (2) of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting during consideration of these items due to the confidential nature of this item. **Human Resources** **It was resolved that the Clerk be asked to arrange the next Staff Committee Meeting for Monday 14 November at 19.00 at Cedar Barn.**	Approved Approved

- The meeting finished at 22.25
- The next Full Council Meeting is 5 November 2019 at 20.00

Signed…….. **Chairman of Council**

Date…….