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| 4 February 2020 20.00 |

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| **Members of the Council present:**  J Baker, A Cecil, E Gemmell, J Horton, C Oliver, M Roberts (Chairman) and D Thompson |

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| **Member(s) of the Public present:**  None |

| **ITEM NUMBER** | **ITEM TOPIC** | **DECISION** | |
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| **FC02/02/20** | **APOLOGIES FOR ABSENCE** |  | |
|  | **It was resolved that apologies were received from Councillor J Hagan and J Weaver.**  It was noted that Cllrs J Pritchard and A Slater were not in attendance. | Approved  Noted | |
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| **FC02/02/20** | **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.  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 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 | |
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| **FC03/02/20** | **PUBLIC SESSION** |  | |
|  | There were no Members of the Public present. | Noted | |
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| **FC04/02/20** | **MINUTES OF FULL COUNCIL MEETING 7 JANUARY 2020** |  | |
|  | **It was resolved that the Minutes of Full Council Meeting 7 January 2020 with the following amendment:**  **FC02/12/19 Councillor J Horton delete “land at Gorse Walk”.** | Approved | |
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| **FC05/02/20** | **MINUTES OF PLANNING COMMITTEE MEETINGS 3 AND 20 JANUARY 2020** |  | |
|  | **It was resolved that the Minutes be approved.** | Approved | |
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| **FC06/02/20** | **MINUTES OF STAFF COMMITTEE MEETINGS AND 25 NOVEMBER 2019 AND 28 JANUARY 2020** |  | |
|  | **It was resolved that the Minutes be approved.** | Approved | |
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| **FC07/02/20** | **MINUTES OF OPEN SPACES MEETINGS AND 25 NOVEMBER 2019 AND 20 JANUARY 2020** |  | |
|  | **It was resolved that the Minutes be approved.** | Approved | |
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| **FC08/02/20** | **UNPAID EXPENDITURE TRANSACTIONS AND BUDGET REPORT** |  | |
|  | 1. **Unpaid Expenses Transactions**   **It was resolved that the following payments be approved:**   1. **electronic payments for January 2020 Numbers 10 – 31;** 2. **cheque number 007659; and** 3. **direct debits for January 2020 to PWBL, Southern Electricity, BT, EON, Lloyds, ESSO and Simply Waste.**   Local Government Transparency Act 2024 all items of expenditure over £500 to be reported:  PWBL £19.995.90  Cleaning Cedar Barn Complex January 2020 £542.70  Confidential Transactions January 2020 £8,693.63   1. **Budget Report**   **It was resolved that the Budget Report be approved with the following virement:**  **Budget Heading Annual Budget £ New Annual Budget £**  **Hygiene Bins 3,000.00 5,000.00**  **A new Budget heading be created for ‘Civil Parking Officer’ and £5,000 transferred from Donations to Civil Parking Officer.** | Approved  Approved  Approved  Noted  Approved  Approved | |
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| **FC07/02/20** | **CORRESPONDENCE SENT AND RECEIVED FOR DECEMBER 2029** |  | |
|  | Letters A to B Information In Office were noted.  Letters 1 to 34 Sent Letters were noted.  Letters 1 – 8 and 1N – 5N Received letters for Decision were discussed  **It was resolved that**:  Letter 1 Came and Company. Insurance Survey. **The Clerk be asked to reply to the Member of the Public with the advice received from the Internal Auditors.**    Letter 2 Member of the Public. Tidy Hazlemere. **The Clerk be asked to confirm that as per the directive from the Land Registry to land at Queensway cannot be registered under the ownership of Hazlemere Parish Council; therefore the land will no longer be maintained by the Parish Council.**  Letter 3 Member of the Public. Rose Avenue. **The Clerk be asked to arrange for the contract to be signed by Councillors; and to confirm to Bucks County Council that, as the planter outside Hanover Court is not part of the devolved agreement, the maintenance by the Parish Council will cease from 31 March 2020. The Clerk be asked to put together a list of Bucks County Council owned assets for the Parish Council to consider asking for further devolution responsibilities.**  Letter 4 Hazlemere Gardening Association. Store doorway. **The Clerk be asked to arrange for the contract to be signed by Councillors. The Clerk be asked to put together a list of Wycombe District Council owned assets for the Parish Council to consider asking for further devolution responsibilities.**  Letter 5 Member of the Public. Maple Close Green. **The Clerk be asked to confirm that the Parish Council will contribute the full estimated amount of £17,847.12 to complete the project.**  Letter 6 Councillor H McCartney. Trees in Hazlemere. **The Clerk and Councillors will not attend this event.**  Letter 7 Wellers Hedley. Lease for Parish Council office. **The Clerk be asked to confirm that the Parish Council will contribute the full estimated amount of £17,847.12 to complete the project.**  Letter 8 Bucks County Council. Local Area Forum Eastern Dene Speed reduction. **The Clerk and Councillors will not attend this event.**  Letter 1N Bucks County Council. Reply to Buckingham Town Council. The information be noted.  Letter 2N Absolute Cleaning. New Tariffs. **The Clerk be asked to reply stating the Parish Council’s support for the concerns raised by Buckingham Town Council and to send a communication to Councillor M Tett at Bucks County Council supporting Buckingham Town Council’s concerns.**  Letter 3N MSC Planning. Queensway development. The information be noted.  Letter 4N Hazlemere Gardening Association. Risk Assessment. **The Clerk be asked to reply stating the Parish Council’s support for the concerns raised by Buckingham Town Council and to send a communication to Councillor M Tett at Bucks County Council supporting Buckingham Town Council’s concerns.**  Letter 5N Bucks County Council. Evicting unauthorised encampments. The information be noted. | Noted  Noted  Approved  Approved  Approved  Approved  Approved  Approved  Approved  Noted  Approved | |
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| **FC10/02/20** | **QUOTATIONS** |  | |
|  | **It was resolved that:**   1. **Tarmac footpaths**   **The quotation be accepted for £645.30 + VAT.**   1. **Replacement Equipment for The Dell Bucket Swing.**   **The quotation for a Tip Carousel be approved at a cost of £4,920.90 + VAT.** | Approved  Approved | |
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| **FC11/02/20** | **GRANT/DONATION APPLICATIONS** |  | |
|  | **It was resolved that:**  **7th High Wycombe Scouts** | Approved | |
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| **FC12/02/20** | **REPORT FROM/FOR OUTSIDE BODIES/TRAINING EVENTS** |  | |
|  | Verbal reports were presented by attendees.  15 January 2020 Terriers Farm Exhibition Councillors  16 January 2020 New Councillor Training Councillor E Gemmell  29 January 2020 Buckinghamshire Association Local Councils Councillors | Noted | |
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| **FC13/02/20** | **ONGOING AND FUTURE ITEMS FROM PREVIOUS MEETINGS** |  |
|  | The report be noted. **It was resolved that the Clerk be asked to purchase a new bench seat for the bus stop outside McCarthy and Stone in Holmer Green Road, Councillor J Hagan has arranged for Bucks County Council to carry out the installation on the grass owned by Bucks County Council.** | Noted  Approved |
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| **FC14/02/20** | **CLERK’S REPORT FOR JANUARY 2020** |  |
|  | **It was resolved that:**   1. **The Annual Council Meeting is on 5 May 2020 before the election on 7 May 2020 this meeting needs to change to after the election on 18 May 2020. The Annual Parish Meeting is on 18 May 2020 this needs to be moved to before the election to 5 May 2020. The first Full Council Meeting of the new Parish Council is 2 June 2020.** 2. **In light of the public exhibition for Terriers Farm; would the Parish Council now like a meeting with the developers on Monday 17 February for 1 hour from 18.30 in The Stables, with Planning and Finance General Purposes Committee Meetings being held in the same venue ?** 3. **and to discuss if the Parish Council wishes to bid to take on any of the areas (see attached documents)** 4. **See attached list of Bucks County Council and Wycombe District Council assets and advise on any assets that Hazlemere Parish Council may wish to take on under devolved services.** 5. **On applying to Hazlemere Memorial Hall CIO Trustees for a grant towards PWBL.** | Approved  Approved |
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| **FC15/02/20** | **CLIMATE CHANGE** |  |
|  | **It was resolved that Councillor E Gemmell be asked to prepare a report for the next Full Council meeting on 4 February 2020.** | Approved |
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| **FC16/02/20** | **EXCLUSION OF THE PRESS AND PUBLIC 21.45** |  |
|  | **It was resolved** **in accordance with s1 (2) of the Public Bodies (Admission to Meetings) Act 2060 the press and public be excluded from the meeting during consideration of these items due to the confidential nature of this item.**  **Human Resources**  **There was no Staff Committee Meeting; actions are being progressed.** | Approved  Approved |

* The meeting finished at 21.50
* The next Full Council Meeting is 3 March 2020 at 20.00