

HAZLEMERE PARISH COUNCIL

CEDAR BARN BARN LANE HAZLEMERE HP15 7BQ

MINUTES OF THE FULL COUNCIL MEETING HELD AT CEDAR BARN ON

4 June 2019 20.10

Members of the Council present:

J Baker, A Baldwin, J Horton, C Oliver (arrived 20.15), M Roberts (Chairman), D Thompson and J Weaver.

Member(s) of the Public present:

ITEM NUMBER	ITEM TOPIC	DECISION
FC01/06/19	APOLOGIES FOR ABSENCE	
	Apologies for absence were received from Cllrs A Cecil and J Hagan. Cllrs J Pritchard and A Slater were not in attendance.	Approved Noted
FC02/06/19	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 and 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 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
FC03/06/19	PUBLIC SESSION	
	No participation.	Noted
FC04/06/19	MINUTES OF FULL COUNCIL MEETING 7 MAY 2019	
	It was resolved that the Minutes of Full Council Meeting 7 May 2019 be approved.	Approved
FC05/06/19	MINUTES OF ANNUAL COUNCIL MEETING 7 MAY 2019	
	It was resolved that the resolutions of Annual Council Meeting 7 May 2019 be approved and the following change be made:	Approved

Signed.....

Chairman of Council

Date.....

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ITEM NUMBER	ITEM TOPIC	DECISION												
	ACM10/05/19 WORKING PARTY APPOINTMENT 2019/20 Add: <u>Hazlemere Memorial Hall Working Party</u> Cllrs J Baker, J Horton, C Oliver, D Thompson and the Clerk by invitation.	Approved												
	ACM11/05/19 VOLUNTARY BODY MEMBERSHIP <u>Hazlemere Memorial Hall Trustee</u> Cllrs J Baker, J Horton, C Oliver, D Thompson and the Clerk by invitation.	Approved												
FC06/06/19	MINUTES ANNUAL PARISH MEETING 20 MAY 2019													
	It was resolved that the resolutions of Annual Parish Meeting 20 May 2019 be approved.	Approved												
FC07/06/19	MINUTES STAFF COMMITTEE MEETING 7 MAY 2019													
	It was resolved that the resolutions be approved.	Approved												
FC08/06/19	PLANNING COMMITTEE MEETINGS MINUTES 7 AND 20 MAY 2019, MAY 2019 PLANNING DECISIONS													
	It was resolved that the resolutions be approved.	Approved												
FC09/06/19	UNPAID EXPENDITURE TRANSACTIONS AND BUDGET REPORT													
	a Unpaid Expenses Transactions It was resolved that the following payments be approved <ul style="list-style-type: none">i. electronic payments for May 2019 Numbers 6 – 26; andii. direct debits for May 2019 to EON, Lloyds Bank Ltd, Simply Waste, ESSO and BT. Local Government Transparency Act 2014 all items of expenditure over £500 to be reported: <table><tr><td>Fertilisation of Hazlemere Recreation Ground Football pitch</td><td>£600.00</td></tr><tr><td>Streetlights Dawn to Dusk Energy Hazlemere</td><td>£599.28</td></tr><tr><td>Grass Cutting May 2019</td><td>£3,420.00</td></tr><tr><td>Confidential Transactions May</td><td>£8,840.06</td></tr><tr><td>Cedar Barn Complex Cleaning May</td><td>£648.00</td></tr><tr><td>Hazlemere Recreation Ground Floodlight installation</td><td>£714.00</td></tr></table>	Fertilisation of Hazlemere Recreation Ground Football pitch	£600.00	Streetlights Dawn to Dusk Energy Hazlemere	£599.28	Grass Cutting May 2019	£3,420.00	Confidential Transactions May	£8,840.06	Cedar Barn Complex Cleaning May	£648.00	Hazlemere Recreation Ground Floodlight installation	£714.00	Approved Approved Approved Approved Noted
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Confidential Transactions May	£8,840.06													
Cedar Barn Complex Cleaning May	£648.00													
Hazlemere Recreation Ground Floodlight installation	£714.00													
	b Budget Report It was resolved that the Budget Report be approved. Cllr C Oliver be asked to advise the Finance and General Purposes Committee on any Budget changes required for 2019/20 at their meeting on 19 August 2019.	Approved Approved												
	c End of Year Report 2018/19 and Internal Audit Report It was resolved that the Internal Audit Report be approved, the adjustments be made to the June 2019 salaries. The Clerk be asked to report to the next Finance and General Purposes Committee Meeting on 19 August 2019 regarding the observations on the Asset Register.	Approved												

Signed.....

Chairman of Council

Date.....

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ITEM NUMBER	ITEM TOPIC	DECISION
	<p>The following parts of the annual return be approved:</p> <p>1. Annual Governance Statement Section 1</p> <p>2. Accounting Statements Section 2</p> <p>3. Approval End of Year Accounts and Papers</p> <p>Councillors conveyed their appreciation to both the Clerk and the Clerk's Assistant for their works.</p>	<p>Approved</p> <p>Noted</p>
FC10/06/19	CORRESPONDENCE SENT AND RECEIVED FOR MAY 2019	
	<p><u>Letters A to G Information In Office were noted.</u></p> <p><u>Letters i - xix Sent Letters were noted.</u></p> <p><u>Letters 1 – 5 and 1N – 2N Received letters for Decision were discussed</u></p> <p>It was resolved that:</p> <p><u>Letter 1</u> Member of the Public. Hearing Loop Request. It was resolved that the Clerk be asked to reply stating that a microphone could be made available for hire at a cost of £200 deposit, a meeting could take place in The Stables, which has better acoustics.</p> <p><u>Letter 2</u> Wellers Hedley. Land ownership at Queensway, the Clerk be asked to confirm that the draft statement of truth be signed and approved.</p> <p><u>Letter 3</u> Bucks County Council. Planter in Rose Avenue. The information be noted.</p> <p><u>Letter 4</u> Out and About Advertising. Advertising at Market Parade Bus Shelter. The Clerk be asked to defer any action on removing the old bus shelter; Councillor J Hagan to progress a new shelter by the bus stop.</p> <p><u>Letter 5</u> Member of the Public. Work on Ra Recreation Ground. Cllrs J Horton D Thompson be asked to monitor the hole and undertake any necessary works to fill it in and to place an additional piece of wood into the fencing by the gate.</p> <p>It was resolved to:</p> <p><u>Letter 1N</u> Bucks County Council. Local Area Forum changes to officers. The information be noted.</p> <p><u>Letter 2N</u> Bucks County Council. Local Government Pension Scheme. The information be noted.</p>	<p>Noted</p> <p>Noted</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Noted</p> <p>Approved</p> <p>Approved</p> <p>Noted</p> <p>Noted</p>
FC11/06/19	QUOTATIONS	
	There were no quotations.	Noted
FC12/06/19	GRANT/DONATION APPLICATIONS	
	There were no applications.	Noted
FC13/06/19	REPORT FROM/FOR OUTSIDE BODIES/TRAINING EVENTS	

Signed.....

Chairman of Council

Date.....

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ITEM NUMBER	ITEM TOPIC	DECISION
	There were no events.	Noted
FC14/06/19	ONGOING AND FUTURE ITEMS FROM PREVIOUS MEETINGS	
	It was resolved that the Ongoing and Future Items be approved.	Approved
FC15/06/19	CLERK'S REPORT FOR MAY 2019	
	It was resolved that the Clerk's report be approved.	Approved
FC16/06/19	TIDY HAZLEMERE	
	It was resolved that the report be noted and a future litter pick be arranged in September 2019 by Councillor C Oliver.	Approved
FC17/06/19	EXCLUSION OF THE PRESS AND PUBLIC 21.45	
	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.	Approved
	Human Resources A verbal update was given by the Chairman of the Staff Committee.	Noted

- The meeting finished at 22.00
- The next Full Council Meeting is 2 July 2019 at 20.00

Signed.....

Chairman of Council

Date.....

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