

SWANBOURNE PARISH COUNCIL (SPC)

PARISH COUNCIL MEETING

Wednesday 23rd November 2022 at 7.00pm,
Swanbourne Village Hall

DRAFT MINUTES

Present: Councillors David Brooks Wilson (Chair), Roger Hatcher, Mike King, Andrew Wood and Jo Tudor (clerk).

In attendance: Outgoing Councillor Linda Sirett, members of the public.

48/22	<p>Apologies</p> <p>Apologies were received from Cllrs Deborah Barrow and Jo Bowen-Hill.</p>	
49/22	<p>Declarations of interest</p> <p>DBW (Chair) declared his interest as a homeowner in the parish. RH declared his interest as a resident of the parish. MK declared his interest as a homeowner in the parish. AW declared his interest as an employee of Swanbourne Estate.</p>	
50/22	<p>Minutes</p> <p>1. The minutes of the Parish Council AGM of 7th September 2022 were approved as an accurate record.</p> <p>2. An update on action points from the last meeting which were not included on the agenda were received as follows:</p> <p>40/22/2 – the old printer was considered too large to be accommodated by the clerk. RH to look into selling on Ebay. RH</p> <p>40/22/3 – AW to pursue costs of rehousing and refurbishing the defibrillator. AW</p> <p>40/22/4 – the purchase of a new dog waste bin is pending. Oakman Inns need to give approval for the purchase. DBW to follow up. DBW</p> <p>43/22/3 – traffic calming measures are being followed up. DBW to circulate potential dates for a follow up meeting with Cllr Phil Gomm in January. DBW</p> <p>45/22/1 – proceeds from the firework display at the Betsy Wynn were donated to the PCC and Village Hall. DBW to discuss with the Betsy Wynn opportunities for future contributions to the Parish Council. DBW</p> <p>45/22/2 – no update was available regarding the safety surfaces on the playing field. RH to report back at the next meeting. RH</p> <p>45/22/6 – RH reported that the cost of the refurbishment of the noticeboard would be £440 plus vat. The Council approved the cost with the assurance that there would be a one year guarantee. RH to follow up. RH</p>	

51/22	<p>Council matters</p> <ol style="list-style-type: none"> The Council agreed to adopt a formal public participation policy. JT to produce a version based on the policy used by Wing Parish Council. The Council noted that Cllr Linda Sirett had resigned from her post. The Council expressed thanks for all her work and contributions over the years. JT to commence the formal notice period for the vacancy. All Cllrs were invited to seek potential nominations for co-option if no election is called. 	<p>JT</p> <p>JT All Cllrs</p>																																																									
52/22	<p>Public Participation items</p> <ol style="list-style-type: none"> Tom Finchett (TF) of Swanbourne Estate provided an update on current activities. The Council noted that the development at Hensmans Farm would not be progressed immediately due to the rising costs of building materials. A barn conversion and a small number of new build properties at Church Farm is being considered. The Council noted that the recent <i>Swanbourne Endeavour</i> had raised around £12.5k towards nominated charities. David Blunt (DB) from the PCC provided a written update which noted that the Revd Yvonne Mullins had taken up her post as Rector. Her priority is to be here for all and involved across the whole community. It was noted that the rising costs of heating the church is increasing the current financial pressures. 																																																										
53/22	<p>Finance</p> <ol style="list-style-type: none"> The Council received and ratified the items of income and expenditure since the last meeting as follows: <p>Expenditure:</p> <table border="1" data-bbox="233 1245 1161 1496"> <thead> <tr> <th>Pay date</th> <th>Payee</th> <th></th> <th>£</th> <th>Folio</th> </tr> </thead> <tbody> <tr> <td>16.9.22</td> <td>SSE</td> <td>Electricity August 2022</td> <td>106.70</td> <td>22.32</td> </tr> <tr> <td>26.9.22</td> <td>Harlequin Press</td> <td>Inv 07171 issue 160</td> <td>75.00</td> <td>22.33</td> </tr> <tr> <td>26.9.22</td> <td>ROSPA</td> <td>inv 65861 annual inspection</td> <td>288.00</td> <td>22.34</td> </tr> <tr> <td>26.9.22</td> <td>Trudy Timms</td> <td>inv 26 Cleaning and litter</td> <td>25.00</td> <td>22.35</td> </tr> <tr> <td>30.9.22</td> <td>Clerk</td> <td>Clerk salary</td> <td>406.66</td> <td>22.36</td> </tr> <tr> <td>18.10.22</td> <td>SSE</td> <td>Electricity September 2022</td> <td>109.94</td> <td>22.37</td> </tr> <tr> <td>27.10.22</td> <td>Clerk</td> <td>Clerk salary and expenses</td> <td>399.65</td> <td>22.38 & 9</td> </tr> <tr> <td>16.11.22</td> <td>SSE</td> <td>Electricity October 2022</td> <td>100.31</td> <td>22.40</td> </tr> </tbody> </table> <p>Income:</p> <table border="1" data-bbox="233 1563 1050 1648"> <thead> <tr> <th>Date</th> <th>Folio</th> <th></th> <th>£</th> </tr> </thead> <tbody> <tr> <td>5.9.22</td> <td>22.D</td> <td>TSB</td> <td>Compensation 75.00</td> </tr> <tr> <td>20.9.22</td> <td>22.E</td> <td>Bucks Council</td> <td>Precept Part 2 10,000.00</td> </tr> </tbody> </table> <p>The Council noted the current bank account balance (16/11/22) of £19,524.60.</p> <ol style="list-style-type: none"> The Council agreed and approved a donation to the PCC of £1,200 towards cemetery mowing costs. The Council agreed and approved a donation of £75 towards the Winslow Community bus. The Council reviewed the initial budget draft included at Appendix A item 2. Since producing the draft, the Clerk reported that quotes had been received for electricity supplies for the village. It is expected that annual electricity costs will be approximately £4,000 per annum going forward (compared to £1,300). To meet these expected costs there is likely to be a negative impact 	Pay date	Payee		£	Folio	16.9.22	SSE	Electricity August 2022	106.70	22.32	26.9.22	Harlequin Press	Inv 07171 issue 160	75.00	22.33	26.9.22	ROSPA	inv 65861 annual inspection	288.00	22.34	26.9.22	Trudy Timms	inv 26 Cleaning and litter	25.00	22.35	30.9.22	Clerk	Clerk salary	406.66	22.36	18.10.22	SSE	Electricity September 2022	109.94	22.37	27.10.22	Clerk	Clerk salary and expenses	399.65	22.38 & 9	16.11.22	SSE	Electricity October 2022	100.31	22.40	Date	Folio		£	5.9.22	22.D	TSB	Compensation 75.00	20.9.22	22.E	Bucks Council	Precept Part 2 10,000.00	<p>JT</p>
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	<p>on the budget and precept for next financial year. The Clerk will prepare a revised budget for discussion and approval at the January meeting.</p> <p>4. The Council approved continuation of devolved services for a further year. AW to follow up with the current services providers to confirm continuation for a further year and to check whether there will be any change in charges.</p> <p>5. The Council received and approved the risk register as at the end of November 2022.</p>	AW																					
	<p>Planning applications</p> <p>1. The Council noted and ratified the responses submitted for the following planning applications:</p> <table border="1" data-bbox="225 674 1275 949"> <thead> <tr> <th>Ref</th> <th>Details</th> <th>Response</th> </tr> </thead> <tbody> <tr> <td>22/02542/APP</td> <td>Hensmans Farm, five dwellings</td> <td>No objections</td> </tr> <tr> <td>22/02289/APP</td> <td>Swanbourne House School – wedding venue</td> <td>No objections</td> </tr> <tr> <td>22/01974/APP</td> <td>Old Vicarage, vehicular access</td> <td>Opposed</td> </tr> <tr> <td>22/02217/APP</td> <td>Old Nearnton Farm, windows</td> <td>Opposed</td> </tr> <tr> <td>22/03329/APP</td> <td>4 Old Drovers View, orangery</td> <td>No objections</td> </tr> <tr> <td>22/03329/APP</td> <td>4 Old Drovers View, orangery</td> <td>Pending due 5/12/22</td> </tr> </tbody> </table> <p>2. The Council approved a return of no objection to the revised planning application relating to 4 Old Drovers View.</p>	Ref	Details	Response	22/02542/APP	Hensmans Farm, five dwellings	No objections	22/02289/APP	Swanbourne House School – wedding venue	No objections	22/01974/APP	Old Vicarage, vehicular access	Opposed	22/02217/APP	Old Nearnton Farm, windows	Opposed	22/03329/APP	4 Old Drovers View, orangery	No objections	22/03329/APP	4 Old Drovers View, orangery	Pending due 5/12/22	
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	<p>Road, parking and village maintenance issues</p> <p>1. The Council noted that issues relating to parking outside the primary school had been raised with the school.</p> <p>2. The Council noted that work had been completed to tidy up the memorial garden and it was looking much better. An initial payment of £100 was approved for the work carried out. LS agreed to oversee the maintenance of the garden going forward in a non-Councillor capacity.</p>																						
	<p>Reports from Councillors</p> <p>1. AW raised the subject of potential opportunities for raising funds for the Parish Council. Item to be included on January agenda for further discussion.</p> <p>2. RH reported that litter was becoming an issue around the village. A village litter pick suggestion to be included on the agenda for January.</p> <p>3. LS provided an update from the village hall. The hall is being utilised more at the moment by yoga, SHS and the film club. Gas and electricity costs have not yet been received. The SCA reported that the ‘Swanbourne Past’ evening was a success. The SCA Christmas lunch will take place on 5th December and there will be carols around the village on 17th December.</p>																						

	Items for next agenda The Council noted the following items to be included for discussion at the next meeting: <ul style="list-style-type: none">- Opportunities for fund raising- Village litter pick- Options for Councillor vacancy	
	Next Meeting The next meeting is scheduled for Wednesday 11 th January 2023. <i>The Chairman closed the meeting at 8.35pm.</i>	

Jo Tudor,
Clerk to Swanbourne Parish Council
01296 720130