

SWANBOURNE PARISH COUNCIL (SPC)

PARISH COUNCIL MEETING

Wednesday 10th January 2024 at 7.15pm,
Swanbourne Village Hall

DRAFT MINUTES

Present: Councillor Mike King (Chair), Councillors Meghan Henderson, Jonathan Pieterse, Isabel Swain, Chris Wright and Jo Tudor (clerk).

In attendance: Cllr Phil Gomm and members of the public.

01/24	<p>Apologies</p> <p>1. Apologies were received from Cllrs Jo Hill and Andrew Wood. The Council approved the reasons for absence.</p>	
02/24	<p>Declarations of interest</p> <p>1. There were no declarations of interest received.</p>	
03/24	<p>Minutes</p> <p>1. The minutes of the Parish Council meeting of 29th November 2023 were approved as an accurate record.</p> <p>2. An update on action points from the last meeting were included as part of agenda items.</p>	
04/24	<p>Council matters</p> <p>1. The two new Councillors, Mrs Isabel Swain and Mr Jonathan Pieterse, accepted their roles of office.</p> <p>2. The Council approved the proposed Councillor roles and responsibilities of office for the remainder of the Council year. The clerk to post a copy of the Roles and Responsibilities on the village notice board.</p>	JT
05/24	<p>Public Participation items</p> <p>1. The Council received an update from Tom Finchett of Swanbourne Estate. The Council noted that planning for Church Farm is progressing, the focus will be on the barn conversion in the first instance. The Swanbourne Estate are finalising tree planting for next winter. The Council agreed to consider and confirm tree planting tree for the verges as part of the next meeting.</p> <p>2. The Council noted that Mr Clive Rodgers is conducting a feasibility study of the proposed pond for Millenium Wood. Mr Rodgers noted that the concept is similar to a pond recently installed in Granborough. The feasibility study will be available in due course for Council perusal. The Council confirmed that they would like to be clear on the level of PC involvement.</p>	

	<p>3. The Council noted that Laura and Chris Hogarth are looking after the administration of the Village Hall. An email contact address will be available in due course.</p> <p>4. Mr Ken Harris noted that an editor for the Newsletter has still not yet been appointed. Mr Harris pointed out continued problems with litter around the village. The Council agreed that a social litter pick could be encouraged in the spring, in conjunction with painting of the white gates as part of a village 'tidy up'.</p> <p>5. Cllr Phil Gomm provided an update to the Parish Council and members of the public present. Cllr Gomm is Chair of the Winslow and Villages Community Board and is keen to maintain a strong working relationship with Swanbourne. The following points were raised:</p> <ul style="list-style-type: none"> a) Cllr Gomm acknowledged that two big issues for Swanbourne are car parking and speeding; Swanbourne is part of a 'rat run' from Newton Longville. b) Mursley Parish Council had offered for sale a second hand MVAS. This was noted to not collect data; the Council were grateful for the offer but declined on this occasion. Cllr Gomm agreed that Winslow and Villages Community Board could help part fund a new MVAS machine. This would be available from this years budget and an urgent decision would need to be made by the end of January. Council to consider this. c) Cllr Gomm noted that another option to reduce speeding could be temporary chicanes. These are movable to achieve the most effective location. Strategic lighting would be required. Chicanes are considered a more expensive option. d) Resurfacing on the Winslow Road has been rescheduled for when the weather improves. 	All																																																		
6/24	<p>Finance</p> <p>1. The Council received and ratified the items of income and expenditure since the last meeting as follows:</p> <p style="margin-left: 20px;">Expenditure:</p> <table border="1" data-bbox="225 1377 1259 1668"> <thead> <tr> <th>Date</th> <th>Payee</th> <th>Details</th> <th>£</th> <th>Folio</th> </tr> </thead> <tbody> <tr> <td>28.11.23</td> <td>Lynch Garden Services</td> <td>Inv 8167</td> <td>550.00</td> <td>23.44</td> </tr> <tr> <td>28.11.23</td> <td>Councillor</td> <td>Expenses - remembrance wreath</td> <td>20.00</td> <td>23.45</td> </tr> <tr> <td>28.11.23</td> <td>Swanbourne church</td> <td>Cemetery mowing donation</td> <td>1,200.00</td> <td>23.46</td> </tr> <tr> <td>30.11.23</td> <td>Clerk</td> <td>Salary</td> <td>369.25</td> <td>23.47</td> </tr> <tr> <td>6.12.23</td> <td>SSE</td> <td>October street lighting</td> <td>242.05</td> <td>23.48</td> </tr> <tr> <td>29.12.23</td> <td>TFH Fremantle</td> <td>Inv SI2313 Rec & Mill Wood rent</td> <td>20.00</td> <td>23.49</td> </tr> <tr> <td>29.12.23</td> <td>Harlequin</td> <td>INV07958 Newsletter 165</td> <td>85.00</td> <td>23.50</td> </tr> <tr> <td>29.12.23</td> <td>Eldridge Electrical</td> <td>Inv 22139 street light repair</td> <td>159.60</td> <td>23.51</td> </tr> <tr> <td>29.12.23</td> <td>Clerk</td> <td>Salary</td> <td>372.82</td> <td>23.52</td> </tr> </tbody> </table> <p>No income was received during the period. The current bank balance was reported as £22,954.67</p> <p>2. The Council debated the precept for the forthcoming year based on the current financial position and known items of expenditure. A motion was proposed and seconded to increase the precept for 2024/25 by £1,000 to £22,000. This represents an increase of 4.77%.</p>	Date	Payee	Details	£	Folio	28.11.23	Lynch Garden Services	Inv 8167	550.00	23.44	28.11.23	Councillor	Expenses - remembrance wreath	20.00	23.45	28.11.23	Swanbourne church	Cemetery mowing donation	1,200.00	23.46	30.11.23	Clerk	Salary	369.25	23.47	6.12.23	SSE	October street lighting	242.05	23.48	29.12.23	TFH Fremantle	Inv SI2313 Rec & Mill Wood rent	20.00	23.49	29.12.23	Harlequin	INV07958 Newsletter 165	85.00	23.50	29.12.23	Eldridge Electrical	Inv 22139 street light repair	159.60	23.51	29.12.23	Clerk	Salary	372.82	23.52	
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	<p>3. The Council agreed to maintain the devolution arrangement with Buckinghamshire Council for a further year. The Council agreed to consider a review of grass cutting arrangements at the next meeting.</p> <p>4. The Council received and approved the risk register as at 10th January and recommended a favourable adjustment to Risk 3 regarding the playing field as Cllr Swain has now taken over that role.</p> <p>5. The Council discussed and agreed the annual donation to the Winslow Community bus of £75.</p>																						
7/24	<p>Planning applications</p> <p>1. The Council noted and ratified the responses submitted for the following planning applications:</p> <table border="1"> <thead> <tr> <th>Ref</th> <th>Details</th> <th>Response</th> </tr> </thead> <tbody> <tr> <td>23/03447/APP</td> <td>31A Nearton End, extension</td> <td>No objections with comments</td> </tr> <tr> <td>23/03663/APP</td> <td>29 Nearton End, Loft conversion</td> <td>No Objections with comments</td> </tr> <tr> <td>23/03745/APP</td> <td>Moco Farm, demolition of building</td> <td>No objections</td> </tr> <tr> <td>23/03979/COUAF</td> <td>Moco Farm, change of use</td> <td>Pending due 11/1/24</td> </tr> <tr> <td>23/01311/APP</td> <td>4 Winslow Rd, change of use and erection of 3 new dwellings</td> <td>Pending due 19/1/24</td> </tr> <tr> <td>23/01312/ALB</td> <td>4 Winslow Rd, Listed building change of use</td> <td>Pending due 19/1/24</td> </tr> </tbody> </table> <p>2. The Council ratified a return of no objection to application 23/03979/COUAF.</p> <p>3. The Council approved a return of no objection for the two pending applications in respect of 4 Winslow Road.</p>	Ref	Details	Response	23/03447/APP	31A Nearton End, extension	No objections with comments	23/03663/APP	29 Nearton End, Loft conversion	No Objections with comments	23/03745/APP	Moco Farm, demolition of building	No objections	23/03979/COUAF	Moco Farm, change of use	Pending due 11/1/24	23/01311/APP	4 Winslow Rd, change of use and erection of 3 new dwellings	Pending due 19/1/24	23/01312/ALB	4 Winslow Rd, Listed building change of use	Pending due 19/1/24	
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8/24	<p>Publications</p> <p>1. The Council noted the publications circulated since the last meeting.</p>																						
9/24	<p>Road, parking and village maintenance issues</p> <p>1. The issue of relocation of a waste bin from the playing field area to the bottom of New Walk was discussed. The Clerk to confirm if this bin is currently on the waste emptying schedule and if so, the Council would approve the £75 fee to relocate.</p>	JT																					
10/24	<p>Items for next agenda</p> <p>1. The Council noted that items for the next agenda would include:</p> <ul style="list-style-type: none"> - Verge tree planting - Update on playing field - Memorial Gardens and Millenium Wood - Budget setting - Grass cutting arrangements <p>2. All Councillors are invited to forward items for the next agenda to the Clerk by the 10th March 2024.</p>	All																					

11/24	Next Meeting The next meeting is scheduled for Wednesday 20 th March 2024. <i>The Chairman thanked the Council and Clerk and those present and closed the meeting at 8.35pm.</i>	
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Jo Tudor,
Clerk to Swanbourne Parish Council,
01296 720130