**SWANBOURNE PARISH COUNCIL**

**PARISH COUNCIL MEETING**

Wednesday 8th January 2020 at 7.00pm

Swanbourne Village Hall

**DRAFT MINUTES**

**Present:**Clive Rodgers, Steve French, Helen Cleaveley, Deborah Barrow, Mike King, Rosemary Andrew, Vanda Bennett. Two members of the public were present (as observers).

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| **01/20** | **Apologies** |  |
|  | Linda Sirett |  |
| **02/20** | **Declarations of Interest** |  |
|  | CR declared his interest as a homeowner in the parish.  DB declared her interest as a homeowner in the parish.  MK declared his interest as a homeowner in the parish.  HC declared her interest as a homeowner in the parish.  SF declared his interest as a homeowner in the parish.  RA declared her interest as a homeowner in the parish. |  |
| **03/20** | **Approval and signature of previous minutes** |  |
|  | Approved and signed off by CR. |  |
| **04/20** | **Action points from 2nd October meeting** |  |
|  | All have been actioned. |  |
| **05/20** | **Village maintenance**  CR reported on the following issues: - |  |
|  | 1. The two grit bins (on the Winslow Rd. and Aylesbury Rd.) have now been empty for a year.   **Action: DB to try again to get the grit bins filled via Fix my Street.**   1. The excessive height and thickness of the hedge behind Ridgway (next to the playing field).   **Action: VB to contact Tom Finchett to ask if we can get the Ridgway hedge reduced before nesting season.**   1. The Estate have kindly agreed to remove the broken poplar tree close to the Lodge. 2. A number of pot holes in different parts of the village were repaired in December. 3. The village gates and 30mph sign on the Mursley Road were repaired in November. 4. After repeated requests, signs and frames left behind from the August Music Festival were finally removed in December by Oakman Inns. 5. Eleanor has kept the New Walk footpath cleared of slippery leaves after the autumn leaf fall and heavy rain. 6. Hedging work around the perimeter of the cemetery is improving its appearance. 7. The memorial garden has been maintained in good shape by Phil and Sylvia Dalton. 8. Within the wide hedge line between the Playing Field and Millennium Wood (used to be called the Woodland walk) the damaged tree identified by Eleanor Sherwood was been felled and disposed of by Simon Green (of Green Tree Services) for £120 in December. 9. Future maintenance – CR and LS held a meeting with Eleanor Sherwood on 14th November in order to clarify future responsibilities. This followed Eleanor’s letter of 28th August which led to our decision to opt back in to BCC contractors next summer. It was agreed that Eleanor would focus on:- 1) Maintaining the playing fields area in excellent condition with more frequent mowing and strimming where required (2) Maintaining the cemetery in good shape (3) Keep grass edges of any trial wildflower borders trimmed (4) Strimming and mowing of sections excluded by Buckinghamshire Council's subcontractors e.g. wide verge outside village opposite the Lodge (5) Fill in grass cutting/strimming as needed when there's a long gap between subcontractor cuts (6) Maintaining New Walk in good shape, clearing autumn leaves and cutting back overhangs and assess need for any urgent patch repairs to tarmac (7) Cut back branches from the hedge line next to the playing field especially behind the children's playground (8) Trim the big hedge next to the gravel road behind Ridgway Cottages. | DB  VB |
| **06/20** | **Verge and parking issues**  CR reported on the following: - |  |
|  | 1. A member of the public pointed out that delivery vans in and out of the village were causing a considerable amount of damage to verges around the village. HC suggested that people could ask their regular delivery drivers not to park on the verges.   **Action: CR to consider verge item for the Newsletter.**   1. Regarding damage to the verges caused by the building works in Nearton End CR suggested asking the builders to put right the verges once they have finished. A member of the public suggested doing something about the verges along the narrowest part of Tattams Lane. SF suggested perhaps the developer could deal with this as well when they reinstate the verges, perhaps just doing one sweep with the road sweeper.   **Action: CR to email Mr Pargeter to request verge restoration and road cleaning once the development work is finished.**   1. RA pointed out there were problems at Nearton End entrance to the cemetery which is currently a real quagmire at the edge of the road.   **Action: DB to report edge of road problem on Fix my Street.**   1. Smithfield End (Duck End) – Following complaints by residents, the problem of parked cars on verges near No.4 Smithfield End appears to be resolved. 2. Smithfield End (East End) – the untidy building site at 18 Smithfield is being improved. The developer has been contacted (who has apparently been ill), agreeing to further tidy the site within the next few weeks. 3. Station Road – the local car dealer now rents a barn at Deverells Farm resulting in less street parking during the day. Unfortunately, there is no short-term solution to the ongoing school related car parking twice a day in term time in Station Road. 4. Nearton End Farm (bridleway at Old Drovers View). Subcontractors have permission to park their vans at the Betsey but have not been doing so for fear of theft. In December this resulted in traffic blockages with residents at The Barn and Owl Barn have been unable to use their cars and the bridleway has been blocked. CR has spoken to the site Foreman, who has instructed subcontractors to park at the Betsey in future. The Foreman apologised to affected residents just before Christmas. 5. Nearton End (Methodist Chapel area). Ken and Frankie say that the situation has improved, as those attending the paramedic courses have permission to park in the Betsey car park. The ambulance vehicles contain equipment used in their courses (which is why they still need to park next to the chapel), but those attending their courses do now park at the Betsey. The income is beneficial to the Methodist Church. As a neighbour, SF considered the matter to be largely resolved. 6. Guidelines from BCC state that parking on verges/pavements outside London is not illegal but is discouraged. There is a 1956 BCC bye-law which states that in the case of a maintained ornamental verge (shrubs, gardens etc.) which is notified as protected by the 1956 bye-law (via a sign on the verge) there should be no parking on it. | CR  CR  DB |
| **07/20** | **Wildflower verge trials** |  |
|  | CR reported that enquiries concerning the location of pipes and cables had been made. There are some issues with all three of the sites chosen: -   1. SITE 1 - Highway land to the left (east) of the front of the Old House. Here there are pipes + cables next to the road and cables again next to the footpath. The grassy central area between looks clear of cables and there is enough space between the trees for this trial. The location in the central part of the village is good, and it will be back from the road so safe to work there. This site is the best of the three and it should not involve any funding from the PC. 2. SITE 2 - At the Winslow Road site there are buried electrical and possible telecoms cables. Phil and Sylvia Dalton doubt the quality of the gravel soil and it is overcast by dense trees, reducing light for flowers. 3. SITE 3 - At the Mursley Road site, it seems to be clear of most cables, but there may be water pipes. Also, the width of the site is a bit steep and narrow, with a steep ditch next to it. Working here could be a safety issue, ahead of the 30mph sign.   In addition, CR reported that Phil and Sylvia Dalton had explained that trialling sites 2 and 3 would be more expensive and time consuming than first thought and no longer wished to be involved. Following a detailed analysis of the PC’s finances (after an expensive year), CR also considered the financial commitment of trial sites 2 and 3 to be too great, and after considering all points recommended postponement or cancellation.  It was considered that the Facebook page might be able to be used to rally people to see if it can be undertaken as a community programme.  **Action: VB to put the Old House project on Facebook to see if we can rally interest and point out we’d like to do it in other areas if more suitable sites could be identified for future trials.**  It was agreed that an alternative to wildflowers at sites 2 and 3 might be a wooden planter situated beneath the Swanbourne signs on the Mursley and Winslow Roads.  **Action: As Adrian Meaker runs Frost’s HC/LS/RA to consult with him about possibility of suppling 2 wooden planters (also could be via Ken Harris).**  **Action: CR/VB/LS/RA to consult with LS concerning wildflowers/flowers (as she was absent from the meeting).** | VB  HC  CR/VB/RA/LS |
| **08/20** | **Playing Fields** |  |
|  | The £5,700 remains ringfenced to complete the development of the playing field project. The PFC are due to have a meeting within the next few weeks/months to consider spending options.  **Action: VB to organise a PFC meeting.**  Arising from last year’s Parish Assembly, the parking area outside the lower gate to the playing field is very uneven – CR suggested that the PFC could give consideration to whether this area could be flattened out to allow for easier parking. RA might be interested in helping with the children’s adventure walk (if it proceeds). | VB |
| **09/20** | **Bus shelters** |  |
|  | The second bus shelter was completed during November and feedback from the public has been very positive. We are still awaiting the new timetable and bus stop sign from Passenger Transport.  RA reported that Paul Campbell found five dead birds which had flown into the bus shelter. RA has purchased bird silhouettes to put on the shelter to try and solve the problem.  **Action: RA will continue to monitor bird activity.**  Consideration was given to whether solar powered lighting could be supplied within the bus shelters.  **Action: DB offered to research suitable products via her employer (a lighting company).**  RA commented that the wood stain on the first shelter was already starting to fade.  **Action: CR to contact James Tattam concerning the most appropriate wood stain and preservation.** | RA  DB  CR |
| **10/20** | **Traffic Calming** |  |
|  | HC reported that contractors Ringway Jacobs are acting for BCC with regard to the traffic feasibility study. Thanks to HC for holding the meeting with Ringway Jacobs staff at her house on 11th November. Subsequently, they have reminded us that under the highways Regulation 1999, it requires the road to be street lit to install speed humps. Their staff did notice there are a few lights along Mursley Road, however they just light the footway at certain locations and will not be sufficient to cover the regulations which require street lighting every 30 metres. It is hoped to have the feasibility report available by the end of February.  The TfB lighting team will come back to us regarding a chicane, as built-in lighting may be a solution. A coloured strip of highway (crossing the road) has been tried by some neighbouring villages, but Ringway Jacobs staff reported that on average this provides only a 2mph reduction in speed over the first year, reducing to almost nothing thereafter. This will be a long-term project, as funding is not readily available - it’s likely to be 2022/2023 at the earliest. The sentinel device is still available for our use. HC is looking for more volunteers. The MVAS device is on Winslow Road at the moment. The Swarco maintenance contract is with HC, but needs to be passed on.  **Action: HC to pass MVAS maintenance contract to VB for payment.** | HC |
| **11/20** | **Budget monitoring Q3; budget setting/precept 2020-21** |  |
|  | The last 3 months’ bank statements were signed off as approved.  A third of our total precept is used for village maintenance. It would be useful to know what other villages spend.  **Action: VB to investigate what other villages pay as a proportion of their precept.**  When we know the summer dates that Buckinghamshire Council will come out to mow, we can budget Eleanor Sherwood’s work accordingly.  IT WAS RESOLVED to raise the precept to £16,500 for 2020/21 which represents a 3.85% increase per annum, per household.  **Action: VB to forward the precept request by 17th January.** | VB  VB |
| **12/20** | **Standing Orders** |  |
|  | The Standing Orders drafted by MK were approved by the PC. IT WAS RESOLVED to accept the Standing Orders as drafted.  **Action: CR/MK to insert copy of document on the PC on the website.** | CR/MK |
| **13/20** | **LAF** |  |
|  | The final LAF meeting was held of 20th December 2019. Existing LAF funding agreements will be met to 31st March 2020. A new system involving meetings called “Hubs” will apply to the new Buckinghamshire Council from April with the first meeting due to be held in June 2020.  **Action: SF agreed to attend future LAF successor meetings from June.** | SF |
| **14/20** | **Planning update** |  |
|  | 19/04372/APP and 19/04373/ALB - Athawes Farm – no objections were lodged by VB before Christmas.  19/04412/APP - 15 Mursley Road – Tom Finchett is happy for the estate to take down the mature tree – no objections to be lodged by VB by 14/01/2020 (done). 17 Mursley Road happy with the arrangement. The PC ask to keep the footpath and the road outside the development clean/tidy. **Action: VB to submit ‘No objections’ on the planning portal.**  Nearton End Farm – concerns regarding the paddock land at rear of houses. AVDC have been informed; the PC agreed to take a “watch and see” stance. | VB |
| **15/20** | **Expressway** |  |
|  | The announcement of preferred routes is likely during January, but no news yet. Minister Grant Shapps has promised to review the scheme before the election. The No Expressway Group has requested a meeting with Mr Shapps three times but have been refused on each occasion. Rumours of a possibility of improving local roads (instead of an expressway) which locally might mean a revival of Winslow Ring Road plans. |  |
| **16/20** | **AOB** |  |
|  | It was decided that the village would make no formal arrangements to celebrate the 75th anniversary of VE Day due to various parish councillor commitments.  Everybody present indicated they would be likely to continue and stand for election on 7th May, but if anybody subsequently decided not continue, it was agreed they would let CR or VB know by mid February as there would need to be an item in the Newsletter at the end of February. | All |

DATES

Future dates: 22nd April 2020 (PC meeting)

7th May 2020 (election date)

13th May 2020 (AGM / PC meeting)

20th May 2020 (Parish Assembly)

Meeting ended at 9.05pm