

SWANBOURNE PARISH COUNCIL (SPC)

PARISH COUNCIL MEETING

Wednesday 11th January 2023 at 7.00pm,
Swanbourne Village Hall

DRAFT MINUTES

Present: Councillors Mike King (Acting Chair), Roger Hatcher, Jo Hill, Andrew Wood and Jo Tudor (clerk).
In attendance: members of the public.

01/23	<p>Apologies</p> <p>Apologies were received from Cllrs Deborah Barrow and David Brooks Wilson. The Council agreed that MK should preside as Chair for the meeting.</p>	
02/23	<p>Declarations of interest</p> <p>RH declared his interest as a resident of the parish. JH declared her interest as a resident of the parish. MK declared his interest as a homeowner in the parish. AW declared his interest as resident and an employee of Swanbourne Estate.</p>	
03/23	<p>Minutes</p> <p>1. The minutes of the Parish Council meeting 23rd November 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 – RH confirmed that the old printer was for sale on Ebay. The Council agreed to reduce the sale price to £75.</p> <p>40/22/3 – AW presented various costs options of providing a heated housing for the defibrillator (c£400-500). The Council noted that there would be an expected additional cost for reallocating and electrical supply. The Council agreed to not proceed. AW to remove the defibrillator temporarily. JH to include a note in the next village newsletter regarding situation of the other defibrillator. The Council agreed to seek fund raising opportunities to pay for the re-installation outside the primary school in due course.</p> <p>40/22/4 – the purchase of a new dog waste bin is pending and is with Oakman Inns for approval.</p> <p>45/22/1 – potential proceeds from the firework display at the Betsy Wynn will be reviewed in September.</p> <p>45/22/2 – RH reported that an inspection is due to take place regarding possible resurfacing of the safety surfaces on the playing field. This is likely to be extremely expensive. The Council noted that currently use of playing field equipment is at the users own risk. RH to confirm that there is adequate signage to confirm this.</p>	<p>AW JH</p> <p>RH</p>

	45/22/6 – RH reported that the refurbishment of the noticeboard is in progress and will be completed in the next two months.																																																			
4/23	<p>Council matters</p> <ol style="list-style-type: none"> The Council approved the draft public participation policy, subject to a minor amendment at 'purpose point b'. JT to revise. JH to note the new policy in the next Swanbourne newsletter. The Council agreed to extend the period for expressions of interest regarding the vacant post of Parish Councillor. The new closing date is noon on Wednesday 22nd February and all applications should be directed to the clerk. JH and JT to draft an advert to be circulated, which will direct people to the website for further information, timescale and process. 	JT JH JH, JT																																																		
5/23	<p>Public Participation items</p> <ol style="list-style-type: none"> The SCA reported that the Swanbourne film club is well established. There will be a new lottery for 2023 and a quiz night is expected in February. AW responded that there is likely to be a village event for the Kings coronation in May. AW is currently liaising with Swanbourne Estate. The Council noted a written update from Tom Finchett (TF) of Swanbourne Estate regarding planning at Church Farm and Hensmans Farm. David Blunt (DB) from the PCC provided a written update which noted that the Revd Yvonne Mullins is settling in and recruitment will shortly be underway for an Assistant priest to work alongside her. The PCC thanked the PC for the donation towards the maintenance of the cemetery. 																																																			
6/23	<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"> <thead> <tr> <th>Date</th> <th>Payee</th> <th></th> <th></th> <th>Folio</th> </tr> </thead> <tbody> <tr> <td>28.11.22</td> <td>Winslow Community bus</td> <td>Donation</td> <td>75.00</td> <td>22.41</td> </tr> <tr> <td>28.11.22</td> <td>PCC</td> <td>Donation</td> <td>1,200.00</td> <td>22.42</td> </tr> <tr> <td>28.11.22</td> <td>Harlequin press</td> <td>INV07307 newsletter no 161</td> <td>65.00</td> <td>22.43</td> </tr> <tr> <td>28.11.22</td> <td>TW Garden services</td> <td>CINV-416 memorial garden tidy</td> <td>100.00</td> <td>22.44</td> </tr> <tr> <td>30.11.22</td> <td>Clerk</td> <td>November salary</td> <td>361.66</td> <td>22.45</td> </tr> <tr> <td>16.12.22</td> <td>SSE</td> <td>Electricity November 2022</td> <td>103.51</td> <td>22.46</td> </tr> <tr> <td>20.12.22</td> <td>TFH Freemantle, Swanbourne estate</td> <td>S12159 Rent 2023</td> <td>20.00</td> <td>22.47</td> </tr> <tr> <td>30.12.22</td> <td>Clerk</td> <td>December salary</td> <td>356.66</td> <td>22.48</td> </tr> <tr> <td></td> <td></td> <td>Total</td> <td>2,281.83</td> <td></td> </tr> </tbody> </table> <p>No income was received during the period.</p> <p>The Council noted the bank balance of £17,242 as at the end of December.</p>	Date	Payee			Folio	28.11.22	Winslow Community bus	Donation	75.00	22.41	28.11.22	PCC	Donation	1,200.00	22.42	28.11.22	Harlequin press	INV07307 newsletter no 161	65.00	22.43	28.11.22	TW Garden services	CINV-416 memorial garden tidy	100.00	22.44	30.11.22	Clerk	November salary	361.66	22.45	16.12.22	SSE	Electricity November 2022	103.51	22.46	20.12.22	TFH Freemantle, Swanbourne estate	S12159 Rent 2023	20.00	22.47	30.12.22	Clerk	December salary	356.66	22.48			Total	2,281.83		
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	<p>2. The clerk presented a forecast at the end of December and a draft budget proposal for the new financial year. The Council approved the draft budget subject to an increase in precept to £21,000 – representing an increase of 5% on the current year. The increase in precept was agreed as necessary in line with cost of living and inflationary demands, particularly in connection with electricity costs which has created pressure on the budget.</p> <p>3. The Council received and approved the risk register as at the end of December 2022.</p>																
7/23	<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>22/03329/APP</td> <td>4 Old Drovers View, orangery</td> <td>No objections</td> </tr> <tr> <td>22/04108/AGN</td> <td>Northill Farm, concrete in yard</td> <td>No objections</td> </tr> <tr> <td>22/04164/APP</td> <td>4 Charlton Close, extension</td> <td>No objections</td> </tr> <tr> <td>22/04164/APP</td> <td>4 Charlton Close, extension</td> <td>Pending</td> </tr> </tbody> </table> <p>2. The Council approved a return of no objection to the pending revised planning application relating to 4 Charlton Close.</p>	Ref	Details	Response	22/03329/APP	4 Old Drovers View, orangery	No objections	22/04108/AGN	Northill Farm, concrete in yard	No objections	22/04164/APP	4 Charlton Close, extension	No objections	22/04164/APP	4 Charlton Close, extension	Pending	
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8/23	<p>Road, parking and village maintenance issues</p> <p>1. AW confirmed that he would attend the forthcoming meeting with DBW and Councillor Phil Gomm regarding road issues.</p> <p>2. The Council expressed thanks to RH and Eyvonne Hatcher who regularly litter pick around the village. The Council noted the increased amounts and disturbing types of litter which is becoming a problem in and around the village. MK agreed to inform Bucks Council of the problem. Anyone willing to join in litter picking should notify the clerk in the first instance.</p>	MK															
9/23	<p>Reports from Councillors</p> <p>1. RH generously suggested an opportunity for a small day shoot in order to raise funds. RH to draft a short note outlining the proposal for the next meeting.</p>	RH															
10/23	<p>Items for next agenda</p> <p>1. Dates for Council meetings for the new financial year will be agreed by doodle poll. Dates for the AGM and Parish Assembly will be proposed in the same way. MK and JT to draft.</p> <p>2. The Council noted the following item to be included for discussion at the next meeting:</p> <ul style="list-style-type: none"> - Councillor vacancy; expressions of interest. 	MK JT															
	<p>Next Meeting</p> <p>The next meeting is scheduled for Wednesday 8th March 2023.</p>																

	<i>The Chairman closed the meeting at 8.25pm.</i>	
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Jo Tudor,
Clerk to Swanbourne Parish Council
01296 720130