

SWANBOURNE PARISH COUNCIL (SPC)

PARISH COUNCIL MEETING
Monday 11th September 2023 at **7.00pm**,
Swanbourne Village Hall

DRAFT MINUTES

Present: Councillors Meghan Henderson, Jo Hill, Mike King, Andrew Wood, and Jo Tudor (clerk).
In attendance: member of the public (Ken Harris).

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| 34/23 | <p>Apologies</p> <ol style="list-style-type: none"> 1. Apologies were received from Cllr Chris Wright. Cllr Wright has also sent apologies for the next PC meeting. The Council approved the reason for absence. JT to update Cllr Wright and seek clarification about attendance at future meetings. 2. Further to the resignation of Cllr David Brooks Wilson, Cllr Mike King was duly elected as chair and seconded by all Councillors present. Cllr Mike King will preside as Chair until the next AGM. | JT |
| 35/23 | <p>Declarations of interest</p> <p>There were no declarations of interest received.</p> | |
| 36/23 | <p>Minutes</p> <ol style="list-style-type: none"> 1. The minutes of the Parish Council and AGM meeting of 2nd May 2023 were approved as an accurate record. 2. An update on action points from the last meeting which were not included on the agenda were received as follows: <ul style="list-style-type: none"> 40/22/3 – AW to follow up heated box to relocate the decommissioned defibrillator. 45/22/2 – Equipment signage for the playing field remains an outstanding action. 19/23/2 – the tennis court net replacement remains an outstanding action. 21/23/4 – creation of a finance sub-committee will be carried forward as an item for a future agenda. JT to circulate the draft outline prepared by Cllr MK for information and comment. 3. The notes of the Parish Assembly held on 25th May were noted. | AW JT |
| 37/23 | <p>Council matters</p> <ol style="list-style-type: none"> 1. The Council noted that the formal notice of vacancy for Cllr David Brooks Wilson would be posted on 12th September. 2. The Council agreed that due to a small date error, the current vacancy advert would be extended to Friday 6th October 2023. The Council agreed | MH JH |

| | <p>that if there were sufficient candidates, both vacancies could be filled at the same time. Cllr JH agreed to update the vacancy flyer for circulation, Cllr MH to add to Facebook and JT to repost as a reminder, towards the end of September.</p> <p>3. The Council approved the future dates for 23/24 Parish Council meetings and agreed to revert the January date to Wednesday 10th January.</p> | JT | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---------|--|---|-----------------|-------|--------|-------|--------|-----|-----------------------|--------|------|---------|-------------|---------------------|--------|------|---------|-----------------------|--------------------------|--------|-------|---------|--------------------|--------------------------|-------|-------|---------|-----------------|--------------------------------|-------|-------|---------|--------------------|--------------------------|-------|-------|---------|-------------|--------------------------|-------|-------|---------|-------|-----------------|-------|-------|---------|-------|------------------|--------|-------|--------|-----|-----------------------|--------|-------|---------|-----------------------|-------------------|--------|-------|---------|------------------------|---------------------------------|--------|-------|---------|------|---------------------------|-------|-------|---------|-------|-------------------|--------|-------|--------|-----|--------------------------|--------|-------|---------|-------------|----------------------------|-------|-------|---------|--------------|---|-------|-------|---------|-------|-----------------------------|--------|-------|---------|--------------------|------------------------|--------|-------|---------|---------------------|----------------------|----------|-------|---------|-------|-------------------|--------|-------|--------|-----|----------------------|--------|-------|---------|-----------------------|----------|----------|-------|---------|--------------------|----------|-------|-------|---------|-------|---------------------|--------|-------|--|--|------------------------|-----------------|--|--|
| 38/23 | <p>Public Participation items</p> <p>1. The Council received and noted a written update from David Blunt (DB) from the PCC, which was read out by the Clerk. The Council noted that recruitment advertising for an Assistant Priest had now closed, and the PCC were very hopeful of an appointment being made. It was also noted that the permissive path around the Eastern side of the cemetery had been rerouted to provide a stepless and shallower gradient to Nearnton End. The PCC expressed their thanks to the Swanbourne estate undertaking this.</p> <p>2. The Council noted that Mr Clive Rogers was planning to retire from editing the Swanbourne newsletter. Mr Ken Harris noted that this would be an opportunity to review communications around the village. All comments or suggestions are welcome.</p> <p>3. Cllr MH is the Council representative for the Swanbourne Community Association. Noted that the next meeting is scheduled for 17th October.</p> <p>4. Mr Harris noted that there seemed to be more litter around the village and a general state of untidiness.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 39/23 | <p>Finance</p> <p>1. The Council received and ratified the items of income and expenditure since the last meeting as follows:</p> <p>Expenditure:</p> <table border="1"> <thead> <tr> <th>Date</th> <th>Payee</th> <th></th> <th>£gross</th> <th>Folio</th> </tr> </thead> <tbody> <tr> <td>5.5.23</td> <td>SSE</td> <td>March street lighting</td> <td>275.44</td> <td>23.8</td> </tr> <tr> <td>25.5.23</td> <td>Jenny Groom</td> <td>Internal audit fees</td> <td>100.00</td> <td>23.9</td> </tr> <tr> <td>25.5.23</td> <td>Lynch Garden Services</td> <td>Invoice 7823 PF cut 22/4</td> <td>200.00</td> <td>23.10</td> </tr> <tr> <td>25.5.23</td> <td>TW Garden services</td> <td>CINV-499 Memorial Garden</td> <td>45.00</td> <td>23.11</td> </tr> <tr> <td>25.5.23</td> <td>Harlequin press</td> <td>INV07611 Swanbourne news no163</td> <td>75.00</td> <td>23.12</td> </tr> <tr> <td>25.5.23</td> <td>TW Garden services</td> <td>CINV-514 Memorial garden</td> <td>45.00</td> <td>23.13</td> </tr> <tr> <td>25.5.23</td> <td>Trudy Timms</td> <td>Ref 27 clearing 24th May</td> <td>25.00</td> <td>23.14</td> </tr> <tr> <td>25.5.23</td> <td>Clerk</td> <td>Expenses May 23</td> <td>17.55</td> <td>23.15</td> </tr> <tr> <td>31.5.23</td> <td>Clerk</td> <td>May remuneration</td> <td>494.00</td> <td>23.16</td> </tr> <tr> <td>2.6.23</td> <td>SSE</td> <td>April street lighting</td> <td>242.38</td> <td>23.17</td> </tr> <tr> <td>26.6.23</td> <td>Lynch Garden Services</td> <td>Inv 7893 May cuts</td> <td>750.00</td> <td>23.18</td> </tr> <tr> <td>26.6.23</td> <td>Alpha Design Interiors</td> <td>31/5/23 Swanbourne notice board</td> <td>528.00</td> <td>23.19</td> </tr> <tr> <td>26.6.23</td> <td>TEEC</td> <td>INV-4599 Planning tracker</td> <td>28.80</td> <td>23.20</td> </tr> <tr> <td>30.6.23</td> <td>Clerk</td> <td>June remuneration</td> <td>416.50</td> <td>23.21</td> </tr> <tr> <td>3.7.23</td> <td>SSE</td> <td>May/June street lighting</td> <td>250.46</td> <td>23.22</td> </tr> <tr> <td>27.7.23</td> <td>Trudy Timms</td> <td>Doc 32. Litter and tidying</td> <td>31.25</td> <td>23.23</td> </tr> <tr> <td>27.7.23</td> <td>Alpha Design</td> <td>Inv date 5/7/23 perspex for noticeboard</td> <td>75.60</td> <td>23.24</td> </tr> <tr> <td>27.7.23</td> <td>Rospa</td> <td>Inv 72135 Annual inspection</td> <td>127.80</td> <td>23.25</td> </tr> <tr> <td>27.7.23</td> <td>Buckingham Council</td> <td>Inv 2205059699 dog bin</td> <td>347.52</td> <td>23.26</td> </tr> <tr> <td>27.7.23</td> <td>Gallagher Insurance</td> <td>Policy ref 603728256</td> <td>1,223.37</td> <td>23.27</td> </tr> <tr> <td>31.7.23</td> <td>Clerk</td> <td>July remuneration</td> <td>367.57</td> <td>23.28</td> </tr> <tr> <td>2.8.23</td> <td>SSE</td> <td>July street lighting</td> <td>266.99</td> <td>23.29</td> </tr> <tr> <td>25.8.23</td> <td>Lynch Garden services</td> <td>Inv 8000</td> <td>1,150.00</td> <td>23.30</td> </tr> <tr> <td>25.8.23</td> <td>TW Garden services</td> <td>CINV-597</td> <td>80.00</td> <td>23.31</td> </tr> <tr> <td>31.8.23</td> <td>Clerk</td> <td>August remuneration</td> <td>423.64</td> <td>23.32</td> </tr> <tr> <td></td> <td></td> <td>Total in period</td> <td>7,586.87</td> <td></td> </tr> </tbody> </table> | Date | Payee | | £gross | Folio | 5.5.23 | SSE | March street lighting | 275.44 | 23.8 | 25.5.23 | Jenny Groom | Internal audit fees | 100.00 | 23.9 | 25.5.23 | Lynch Garden Services | Invoice 7823 PF cut 22/4 | 200.00 | 23.10 | 25.5.23 | TW Garden services | CINV-499 Memorial Garden | 45.00 | 23.11 | 25.5.23 | Harlequin press | INV07611 Swanbourne news no163 | 75.00 | 23.12 | 25.5.23 | TW Garden services | CINV-514 Memorial garden | 45.00 | 23.13 | 25.5.23 | Trudy Timms | Ref 27 clearing 24th May | 25.00 | 23.14 | 25.5.23 | Clerk | Expenses May 23 | 17.55 | 23.15 | 31.5.23 | Clerk | May remuneration | 494.00 | 23.16 | 2.6.23 | SSE | April street lighting | 242.38 | 23.17 | 26.6.23 | Lynch Garden Services | Inv 7893 May cuts | 750.00 | 23.18 | 26.6.23 | Alpha Design Interiors | 31/5/23 Swanbourne notice board | 528.00 | 23.19 | 26.6.23 | TEEC | INV-4599 Planning tracker | 28.80 | 23.20 | 30.6.23 | Clerk | June remuneration | 416.50 | 23.21 | 3.7.23 | SSE | May/June street lighting | 250.46 | 23.22 | 27.7.23 | Trudy Timms | Doc 32. Litter and tidying | 31.25 | 23.23 | 27.7.23 | Alpha Design | Inv date 5/7/23 perspex for noticeboard | 75.60 | 23.24 | 27.7.23 | Rospa | Inv 72135 Annual inspection | 127.80 | 23.25 | 27.7.23 | Buckingham Council | Inv 2205059699 dog bin | 347.52 | 23.26 | 27.7.23 | Gallagher Insurance | Policy ref 603728256 | 1,223.37 | 23.27 | 31.7.23 | Clerk | July remuneration | 367.57 | 23.28 | 2.8.23 | SSE | July street lighting | 266.99 | 23.29 | 25.8.23 | Lynch Garden services | Inv 8000 | 1,150.00 | 23.30 | 25.8.23 | TW Garden services | CINV-597 | 80.00 | 23.31 | 31.8.23 | Clerk | August remuneration | 423.64 | 23.32 | | | Total in period | 7,586.87 | | |
| Date | Payee | | £gross | Folio | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.5.23 | SSE | March street lighting | 275.44 | 23.8 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 25.5.23 | Jenny Groom | Internal audit fees | 100.00 | 23.9 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 25.5.23 | Lynch Garden Services | Invoice 7823 PF cut 22/4 | 200.00 | 23.10 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 25.5.23 | TW Garden services | CINV-499 Memorial Garden | 45.00 | 23.11 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 25.5.23 | Harlequin press | INV07611 Swanbourne news no163 | 75.00 | 23.12 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 25.5.23 | TW Garden services | CINV-514 Memorial garden | 45.00 | 23.13 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 25.5.23 | Trudy Timms | Ref 27 clearing 24th May | 25.00 | 23.14 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 25.5.23 | Clerk | Expenses May 23 | 17.55 | 23.15 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 31.5.23 | Clerk | May remuneration | 494.00 | 23.16 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.6.23 | SSE | April street lighting | 242.38 | 23.17 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 26.6.23 | Lynch Garden Services | Inv 7893 May cuts | 750.00 | 23.18 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 26.6.23 | Alpha Design Interiors | 31/5/23 Swanbourne notice board | 528.00 | 23.19 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 26.6.23 | TEEC | INV-4599 Planning tracker | 28.80 | 23.20 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 30.6.23 | Clerk | June remuneration | 416.50 | 23.21 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.7.23 | SSE | May/June street lighting | 250.46 | 23.22 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 27.7.23 | Trudy Timms | Doc 32. Litter and tidying | 31.25 | 23.23 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 27.7.23 | Alpha Design | Inv date 5/7/23 perspex for noticeboard | 75.60 | 23.24 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 27.7.23 | Rospa | Inv 72135 Annual inspection | 127.80 | 23.25 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 27.7.23 | Buckingham Council | Inv 2205059699 dog bin | 347.52 | 23.26 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 27.7.23 | Gallagher Insurance | Policy ref 603728256 | 1,223.37 | 23.27 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 31.7.23 | Clerk | July remuneration | 367.57 | 23.28 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.8.23 | SSE | July street lighting | 266.99 | 23.29 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 25.8.23 | Lynch Garden services | Inv 8000 | 1,150.00 | 23.30 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 25.8.23 | TW Garden services | CINV-597 | 80.00 | 23.31 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 31.8.23 | Clerk | August remuneration | 423.64 | 23.32 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | Total in period | 7,586.87 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| | <p>Income of £2,312.33 was received during the period. The Council noted the bank balance of £18,055.70 as at the 11th September.</p> <p>2. The Council received and approved the first financial forecast for the year as presented by the clerk. It was noted that reimbursement for the dog waste bin was outstanding pending work to relocate the bin. Cllr Wood to follow up.</p> <p>3. An asset check will be conducted in due course by the clerk and Chair, date to be confirmed.</p> <p>4. The Council received and approved the risk register as at 11th September which noted an increased risk in connection with maintenance of the playing field.</p> <p>5. The Council noted that following resignation of Cllr Brooks Wilson a new bank signatory would be required. Cllr Wood agreed to fill this post. JT to organise bank account access.</p> | <p>AW</p> <p>JT/MK</p> <p>JT</p> | | | | | | | | | | | | | | | |
|--------------|---|----------------------------------|---------|----------|--------------|-----------------------------------|---------------|--------------|---|---------------|--------------|--|---------------|--------------|--|---------------|-----------|
| 40/23 | <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="231 974 1117 1310"> <thead> <tr> <th>Ref</th> <th>Details</th> <th>Response</th> </tr> </thead> <tbody> <tr> <td>23/01465/AHR</td> <td>Winslow Road, removal of hedgerow</td> <td>No objections</td> </tr> <tr> <td>23/01849/APP</td> <td>15 Winslow Road, enlargement to dormer, replacement windows</td> <td>No objections</td> </tr> <tr> <td>23/01311/APP</td> <td>4 Winslow Road, change of use from agricultural to residential: 1 barn conversion and 3 dwellings.</td> <td>No objections</td> </tr> <tr> <td>23/01312/ALB</td> <td>4 Winslow Road, listed building application for change from agricultural to residential.</td> <td>No objections</td> </tr> </tbody> </table> <p>2. The Council agreed that during the absence of a Councillor responsible for planning, all planning applications would be circulated directly to all Council members for review and response.</p> | Ref | Details | Response | 23/01465/AHR | Winslow Road, removal of hedgerow | No objections | 23/01849/APP | 15 Winslow Road, enlargement to dormer, replacement windows | No objections | 23/01311/APP | 4 Winslow Road, change of use from agricultural to residential: 1 barn conversion and 3 dwellings. | No objections | 23/01312/ALB | 4 Winslow Road, listed building application for change from agricultural to residential. | No objections | <p>JT</p> |
| Ref | Details | Response | | | | | | | | | | | | | | | |
| 23/01465/AHR | Winslow Road, removal of hedgerow | No objections | | | | | | | | | | | | | | | |
| 23/01849/APP | 15 Winslow Road, enlargement to dormer, replacement windows | No objections | | | | | | | | | | | | | | | |
| 23/01311/APP | 4 Winslow Road, change of use from agricultural to residential: 1 barn conversion and 3 dwellings. | No objections | | | | | | | | | | | | | | | |
| 23/01312/ALB | 4 Winslow Road, listed building application for change from agricultural to residential. | No objections | | | | | | | | | | | | | | | |
| 41/23 | <p>Publications</p> <p>1. The Council approved the insertion of this item (publications previously circulated) as a regular agenda item.</p> <p>2. The publications were noted, and the Council agreed that Councillors should respond to the two open surveys on an individual basis.</p> | | | | | | | | | | | | | | | | |
| 42/23 | <p>Road, parking and village maintenance issues</p> <p>1. The Council noted that maintenance of the Memorial Garden is currently kindly overseen by ex-Cllr Sirett. The Council are content with these arrangements however the Chair will seek to review in the future.</p> <p>2. The Council received an update from the Chair regarding current traffic calming measures, investigations undertaken and options for consideration.</p> | <p>MK</p> | | | | | | | | | | | | | | | |

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| | <p>The Council noted that the Chair had recently met with Cllr Phil Gomm regarding measures being undertaken by Buckinghamshire Council. Chair to circulate the notes received. The following points and actions were agreed and noted:</p> | MK |
| | a. Noted that speed data could be manually captured from the SID (speed indicating device) currently on the Mursley Road. MK to investigate further into how the devices could be moved around the village. | MK |
| | b. Noted that the Police speed van has been circulating in the village. JH to note in next Council update. | JH |
| | c. The MVAS device on Cemetery Hill is in excess of 20 years old. A replacement is estimated to be in the region of £4-4.5k. MK/AW to review whether data captured are downloadable, which will provide further information for consideration of whether a new device is required. A possibility of a small match funded grant from Winslow and Villages Community Board could be pursued if required. | MK/AW |
| | d. Community speed watch was discussed as generally having a good visual impact to deter speeding and to capture data. JH to note in next newsletter, inviting volunteers from across Swanbourne to come forward and set up a group. MK to be initial point of contact. | JH |
| | e. 'Twenty is plenty' bin stickers and posters were noted as options as were speed camera posters. MK to follow up with Cllr Phil Gomm. JH to see if these could be sold locally. | MK JH |
| | f. Noted that Cllr Phil Gomm is investigating chicanes with the Highways dept for installation in Swanbourne. MK to request whether a pedestrian crossing could also be considered. | MK |
| | g. Noted that Buckinghamshire Council offer a traffic survey at a cost of £500. This could provide speed, flow and time information. MK to investigate further. | MK |
| | 3. Parking remains an issue across Swanbourne. Cllr JH to reinforce message in next newsletter. | JH |
| | 4. The Council considered whether a Swanbourne 'spring clean' day could be introduced. Item to be discussed further at a future meeting. | |
| | 5. The issue regarding maintenance of the playing field and equipment going forward, was noted. | |
| 43/23 | <p>Parish Council website</p> | |
| | 1. Noted that the Chair is undertaking a tidy up of the website. Councillor photographs are outstanding. All Councillors to forward photographs. Cllr MH agreed to support with website administration. | All |
| | 2. The Council agreed that the policies section should be expanded. MK/JT to review current policies and update standing orders for approval at the next meeting. | MK/JT |
| 44/23 | <p>Reports from Councillors</p> | |
| | 1. The Council agreed that this item of the agenda should be replaced with a more explicit section for each Councillor to report on specific issues or noteworthy items from their areas of responsibility. JT to send call for items in advance of each agenda. | JT |

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| 45/23 | Next Meeting The next meeting is scheduled for Wednesday 29 th November 2023. <i>The Chairman thanked the Council and Clerk and closed the meeting at 8.55pm.</i> | |
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Jo Tudor,
Clerk to Swanbourne Parish Council
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