



COLDHARBOUR PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council (After Election) held at 8pm on Wednesday 19th May 2021 at 8.00pm in the Fairford Leys Community Centre.

Present: Cllrs A Cole (Chairman), A Poland-Goodyer, S Pattinson, S James and S Wadlow
K Gray (Clerk to the Council)

3 Members of the Public

C Lambert (Bucks Herald)

1. Election of Chairman of the Council

To elect a Chairman for a term of one year

The Chairman to sign the Declaration of Acceptance of Office.

Proposed by Cllr Poland-Goodyer and Seconded by Cllr Pattinson that Cllr Andrew Cole be elected as Chairman of the Council.

RESOLVED: Unanimously, that Cllr Cole be elected as Chairman of the Council and for him to sign the Declaration of Acceptance of Office.

2. Apologies for Absence

To receive and accept apologies for absence notified to the Chairman or Clerk

All councillors present

3. Declarations of Interest

To receive any pecuniary or non-pecuniary declarations of interest and requests for Dispensations.

- Cllr Cole declared an interest in agenda item 11 as the proposed Internal Auditor is his wife.
- No Dispensations requested

4. Minutes of the previous meeting held on 1st April 2021

RESOLVED: To accept the minutes of 1st April 2021 as a true record

5. Election of Vice-Chairman

To elect a Vice-Chairman for a term of one year.

Proposed by Cllr Cole and Seconded by Cllr Poland-Goodyer that Cllr Sally Pattinson be elected as Vice-Chairman of the Council.

RESOLVED: Unanimously, that Cllr Sally Pattinson be elected as Vice-Chairman of the Parish Council.

6. Clerk's Report

To receive a report from the Clerk on matters dealt with and taking forward on behalf of the parish council.

- New benches have been ordered and should be delivered soon.
- Riverine Corridor land transfer, including additional land – with solicitors.
- New lighting being installed across Fairford Leys re the Bucks Council project

RESOLVED: *Chairman to suspend Standing Orders (adjourn meeting) to enable questions from the public and any reports from councillors.*

7. Questions from the Public & Reports. To receive any reports from Parish or Unitary Councillors.

- Cllr Cole congratulated Cllrs Adam Poland-Goodyer and Sarah James for their recent election onto the Buckinghamshire Council. He wished them all the very best and said they would do a good job representing Fairford Leys residents.
- Cllr Poland-Goodyer reported that he was now involved in various training meetings in connection with his newly elected role as a Unitary, Buckinghamshire Councillor.
- Cllr James reported that there was significant graffiti under the bridges and asked if this could be removed. She also suggested that some signage be installed for footpath areas across golf course. Cllr James suggested that graffiti could be left in place and requested that an agenda item be put on the June agenda for a discussion on leaving graffiti and encouraging it in various places as a means of expression.
- Cllr Pattinson reported on the work of the next edition of Coldharbour News.
- Cllr Cole reported on matters relating to the activities in and outside of the care home managed by Benjamin UK. Police and local residents were involved in a serious altercation/major incident, resulting in serious reports being made to the police concerning a resident of the home.

RESOLVED: *Chairman to reconvene meeting under Standing Orders*

8. Outside Bodies & Organisations

To agree the Council representatives to Outside Bodies & Organisations

RESOLVED: That this be decided once co-opted councillors were in place.

9. Standing Orders & Financial Regulations

The Council to review and agree its Standing Orders & Financial Regulations.

RESOLVED: To accept and agree the current Standing Orders and Financial Regulations as they were with no changes.

10. Council Policies and Procedures

Council to formally approve its policies and procedures.

RESOLVED: To accept and agree all current policies, guidelines and procedures already in place without any changes to be made.

Cllr Cole left the Council Chamber and Cllr Pattinson took the chair.

11. Internal Auditor

To appoint an Internal Auditor to audit the Parish Council accounts as per procedure.

Proposal that Mrs D Cole be the Internal Auditor for 2021/2022 End of Year Audit/Annual Return.

RESOLVED: Unanimously, that Mrs D Cole be appointed as the Parish Councils' Internal Auditor for the above period.

Cllr Cole returned to the Council Chamber and resumed the Chair

12. General Powers of Competence

To resolve to take on the General Powers of Competence and to agree that the Parish Council meets the criteria for eligibility relating to its Electoral Mandate and Qualified Clerk.

RESOLVED: That the council take on the GPC and agree it has met the legal requirements/criteria to do so.

13. Council Committees & Working Group

To approve the membership of Committees and Working Groups

Resources & Personnel Committee (Finance, Budget, HR)

- Leisure & Services Committee (Events, Maintenance, Community)
 - MVAS – Lead Councillor (Highways, Traffic Calming)
 - Local Policing Liaison (Local PCSO & Thames Valley Police)
 - Aylesbury Community Board (Buckinghamshire Council liaison)
 - The Joyce Trust (Trustees appointed by the Parish Council) x 2
Current Trustees: Mr K Gray (Chairman)
Mr A Whitaker
Mrs Rio Harper
-
- Ernest Cook Trust Covenant Working Group
 - Parks Refurbishment Working Group

RESOLVED: That the above decisions needed, be decided when co-opted councillors are in place.

14. Code of Conduct

Councillors to agree to abide by the Code of Conduct as advised by Government/NALC/SLCC and administered by the Monitoring Officer of Buckinghamshire Council.

RESOLVED: Unanimously, that the council agree to adhere to and abide by the above Code of Conduct administered by Buckinghamshire Council Monitoring Officer.

15. Finances and Orders for Payment

RESOLVED: To agree and authorise the following orders and retrospective orders for payment:

• CH Morgan	Maintenance	£143.75	3331
• Vale Tyre Services	Maintenance	£189.60	3332
• Black Country Metal	Maintenance	£116.40	3333
• Spaldings	Maintenance	£134.76	3334
• CH Morgan	Maintenance	£148.56	3335
• Briants of Risborough	Maintenance	£343.58	3336
• Spaldings	Maintenance	£183.98	3337
• Certas Energy UK Ltd	Fuel Payt	£732.90	3338
• RoSPA – Play Safety	Annual Audit	£739.80	3339

15. Councillor Allowances

Council is asked to consider the payment of Councillor Allowances at the same level as previous years. Only councillors who stood for election can receive an allowance.

£900 - Chairman

£600 – Councillors

RESOLVED: Unanimously, that the above payments remain at the level set.

16. Co-option of Councillors

Council to consider the 6 Casual Vacancies and consider co-option of councillors.
To formally acknowledge, and consider if necessary, applications already received.
To consider advertising vacancies and dealing with applications at the June meeting of the Council.

RESOLVED: That the following applications received be accepted, after the relevant documentation has been received, as Co-opted Councillors and the Clerk ensure that the relevant paperwork is completed by the applicants.

RESOLVED: To formally approve co-option at the June meeting once legal documentation has been received from the applicants.

C Baughan
S Walland
N Blandford
R Harper

17. Councillor Training

Council to agree a training session, include co-opted members, in June.

RESOLVED: To agree a date once the co-opted councillors are in place.

18. Volunteer Litter Pic Group – Fairford Leys Resident

To receive a proposal for a resident organised litter-pick group to be established on Fairford Leys. Cllr James to update if needed.

RESOLVED: That the council allow the Aylesbury Wombles to assist setting up a local resident managed litter pick on Fairford Leys. All legal responsibilities will fall under the relevant insurance and risk management cover of the Aylesbury Wombles.

19. Polo Shirts - Councillors

To consider a proposal from Cllr James to purchase polo shirts for all councillors to wear at community events.

RESOLVED: That Cllr James obtains quotes for suitable polo shirts.

20. Community Photograph Competition

To discuss the competition judging and prize award.

RESOLVED: That the competition winners receive notification, from Cllr Poland-Goodyer, of their prizes.

21. Playground Refurbishment

To consider all playgrounds on Fairford Leys in terms of refurbishment of some, closure of some not used and new equipment and revamp of main playground.

To consider the recent RoSPA Audit and works highlighted in report that need doing.

RESOLVED: That the working group be established to take this work forward.

22. Planters in Front of Brightstart Nursery

Proposal from Cllr Pattinson that an approach be made to Brightstart Nursery to ask them if they would like the parish council to be responsible for planting and maintaining their planters.

RESOLVED: Unanimously, that the Parish Council take responsibility for the planters as proposed above.

RESOLVED: That Cllr Pattinson ask the owners/management of Brightstart if they would like the parish council to plant and maintain the planters outside their premises. To liaise with the Clerk if they agree to the proposal.

23. Honorary Freeman/Woman of the Parish

Council to formally approve the Honorary Freeman/Woman of the Parish Policy Document copied to all parish councillors.

RESOLVED: That the above document/policy be received and agreed and that the Parish Council take this responsibility and make any suitable decisions on future applications.

24. Planning Applications

To receive, comment and to either object, support or oppose the following planning applications. To consider late applications presented by the Clerk.

All applications are sent to councillors electronically and cllrs should look at the AVDC website for details of all applications prior to decision at parish council meeting.

- **21/00480/APP** **3 Hampstead Close, FL**
Proposed garage conversion into kitchen
RESOLVED: No Objection

ERNEST COOK TRUST COVENANTS

Permission is sought from the following residents regarding their properties:

- **2 Hampstead Close, Fairford Leys**
RESOLVED: That ECT Covenant permission be granted for this property as they were now leaving the garage door in place and had altered their planning application to reflect this change.

There being no further business of the Council, the Chairman closed the meeting at 9.14pm

Signed: _____ Date: _____