



**Minutes of a Meeting of the Parish Council held at 7.30pm on Thursday 7th June 2018
At the Fairford Leys Centre, Hampden Square, Fairford Leys.**

Present: Cllrs Pattinson, Cole, Eastwood, David, Baughan, James, Searle, Lambert.
K Gray (Clerk to the Council)

3 Residents C Lambert (Bucks Herald)
Mr V Loo (Hs2) Mr S Mathews (Eiffage Kier/Hs2)

In the absence of the Chairman, Cllr Pattinson took the chair and welcomed representatives for Hs2 and members of the public.

Public Session: Mr Vernon Loo (Hs2 Ltd) Community Engagement Manager
7.30pm Presentation on the Thame River Viaduct Design & Construction

Questions from the public and councillors:

- Cllrs raised a number of concerns about proposed increase in traffic along Coldharbour Way and the 4 years of construction of the rail which will affect Fairford Leys and surrounding areas. The A418 will have increased lorries travelling to a depot just outside Stone and there will be a road re-route to take into account of the works needed for the rail.
- The works commence middle of 2019 and will complete in 2022.
- Main routes for the construction traffic will be M40, A41 and A418.
- Earthworks will be built along the Fairford Leys side of the route and the parish council raised the issue of planting trees along the whole route to shield Fairford Leys from the line.
- Further engagement with the parish council will take place nearer to the time of the proposed works.

The Chairman thanked the representatives for attending and opened the formal part of the meeting at 8.25pm.

1. Apologies for Absence

To receive and accept apologies for absence notified to the Chairman or Clerk
RESOLVED: To receive and accept apologies for absence from Cllrs Poland (prior commitment), Jarvis (family commitment).

2. Declarations of Interest

To receive any pecuniary or non-pecuniary declarations of interest
To receive written requests for dispensations for disclosable pecuniary interests (if any)
To grant any requests for dispensation as appropriate

- No declarations made, or dispensations requested.

3. Minutes of the Previous Full Council Meeting

RESOLVED: To accept and sign the minutes of 3/5/18 as a true record.

4. Clerk's Report

To receive a report from the Clerk on matters dealt with and taking forward.

- Ms S North has resigned as a parish councillor and a co-opted vacancy arises.
- Trees on Trebah Square will be removed as were the ones on Kingsash Road and replaced with a different variety of tree best suited for the area and which will not grow so tall as to block light from residents' properties.
- Cllr James asked a question on allotment management. The Clerk will take back those allotment plots not being worked on and there are only two people on the waiting list at the moment.

RESOLVED: Chairman to suspend Standing Orders to allow questions from the public and any reports from councillors

5. Questions from the Public & Reports

- Resident requested advice from the council on a permitted planning application for a conservatory and wished to have ECT Covenant approval. The clerk had not received any emails from the resident because the email address used was incorrect. The resident is to re-send the application to the Clerk for decision under devolved authority unless the changes are outside the already agreed regulations.
- The Neighbourhood Watch Co-ordinator, Rio Harper, gave the following report: Good news, we have seen a drop-in crimes in the West area of Aylesbury. Thefts from motor vehicles and burglaries are at a low, as well as anti-social behaviour issues. Please, however, report any incidents to 101. We need to know what is happening in your area. We have a new Neighbourhood Supervisor, PC Emma Norman who will be joining us in June as well as a new PCSO Georgina Locke. They are both eager to get into area and help with the community. (However, I'm still awaiting a response to emails sent in May via PC Cann...)

Ways to report a crime via telephone:

EMERGENCY: 999

NON-EMERGENCY: 101

If you have reported crimes on social media to a residents only page, we won't know about it! We have been made aware of a theft this evening that has not been called in to us. If a theft has occurred locally, call us straight away so we can deploy a unit to the area to search for suspects and reduce the number of other potential victims!

In short - report crimes to us, not on social media!

- Cllr Lambert gave an update on the Single Unitary Council proposal and we await a decision from the Secretary of State.
- Cllr Eastwood reported continued anti-social parking on Arcott Way and the Council was asked to raise this matter with the police, as well as parish councillors reporting directly to the non-emergency number. Members of the public also need to report these matters directly to the police to deal with.
- Cllr Baughan asked for further volunteers for Fair in the Square – both councillors and family and residents willing to assist.
- Cllr Cole reported that further disturbances were happening at Wren Path and these are being reported to the police and AVDC.
- Cllr Pattinson reported on the reasons for the non-delivery of the magazine.

RESOLVED: Chairman to reconvene meeting under Standing Orders

6. Decisions by the Resources & Personnel Committee, Leisure Committee & Youth Services Committees

Council is asked to receive and approve the minutes & decisions of the above Standing Committees. Minutes of the committees have been copied to all councillors.

RESOLVED: The Council received and accepted the following minutes:

- Leisure Committee minutes copied to all councillors.

7. Community Governance Review

Council to note AVDC correspondence on the community governance review and comment if necessary to do so.

RESOLVED: Council noted the proposed review with no comments required.

8. Riverine Corridor Transfer

Receive updates on land transfer and make decisions as necessary.

The paperwork is with the parish council solicitors.

9. GDPR Policy Documents

Council to receive and approve new policy documents and processes to ensure compliance with the General Data Protection Regulations.

RESOLVED: The Council received, reviewed and agreed the following policy documents:

RESOLVED: The Council is to consider new email addresses for all councillors and Cllr David is investigating a suitable system for possible use by the council.

- Data Protection Policy
- Information Governance Policy
- Information Security Policy
- Records Management Policy
- Remote Working/Bring Your Own Device Policy
- Subject Access Request Policy

10. Finances and Orders for Payment

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

• Smoking Rocket	Website Hosting	£150.00	2896
• Fairford Leys Centre	Transfer of grant	£11,700.00	2897
•	Cheque destroyed		2911
• Playsafety	RoSPA Audit	£790.02	2912
• Helpful Hiring	Maintenance	£294.31	2913
• Horwood & James	Solicitors	£400.00	2914
• Flagmakers	Flags	£167.78	2915
• Briants of Risborough	Maintenance	£13.81	2916
• AVS Fencing Supplies	Maintenance	£27.12	2917
• FLOGAS Britain	Maintenance	£45.39	2918
• George Browns Ltd	Maintenance	£29.47	2919
• Vale Tyres Services Ltd	Maintenance	£90.00	2920
• HMRC	Contributions	£2,047.23	2921
• Fresh Design & Print	Printing	£1,600.00	2922
• Fresh Design & Print	Printing	£27.00	2923
• Mr A Lambourne	Internal Audit	£18.05	2924

• George Browns Ltd	Maintenance	£124.90	2925
• Buildbox	Maintenance	£11.76	2926
• Autoglass	Repair to vehicle	£106.76	2927

RESOLVED: To receive, accept and agree the monthly (30th April 2018) financial report from the Finance Officer.

11. Internal Audit 2018

Council to receive, note and accept the Internal Auditors letter/report and that no concerns were raised by the Internal Auditor, Mr A Lambourne in respect of the financial controls and procedures of the parish council for its finances. He confirms that all internal controls are satisfactory, and no matters need to be addressed.

RESOLVED: Council to receive, consider, review and agreed the Internal Auditors letter/report in respect of the Internal Audit.

12. Annual Governance Statement

Council to receive and agree the Annual Governance Statement in respect of the Internal and External Audit procedures.

Council to agree that the Vice-Chairman, as Chairman of the Meeting, sign the Annual Governance Statement for the Parish Council, along with the Clerk and Responsible Financial Officer of the Council.

RESOLVED: The Annual Governance Statement was received and agreed by Council and the Chairman of the Meeting – Vice-Chairman of the Council, Cllr Sally Pattinson, was asked to sign the statement along with the Clerk and Responsible Financial Officer of the Council.

13. Planning Applications

- To receive, comment and to either object, support or oppose the following planning Applications.
- To consider late applications presented by the Clerk.
- To consider Ernest Cook Trust Permission on all planning applications
- To note and formally agree decisions/comments made under delegated authority

No planning applications received

ERNEST COOK TRUST COVENANTS

Permission is required for the following properties:

17 Monks Path	Permitted Development for Dormer roof, extension and loft conversion RESOLVED: Granted.
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There being no further business of the Council, the Chairman closed the meeting at 9pm

Signed: _____ Date: _____