



**MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL
HELD AT 8pm on THURSDAY 3rd May, 2018**

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

2 Residents of the Parish

Chloe Lambert (Bucks Herald)

Cllr Cole welcomed everyone to the meeting and gave a special welcome to new councillor, Ross Searle.

1. Election of Chairman of the Council

The council to elect a Chairman for the term of one year

Proposed by Cllr David and Seconded by Cllr Baughan that Cllr Adam Poland be elected as Chairman of the Council. After a vote was taken, it was:

RESOLVED: That Cllr Adam Poland be Chairman of the Council for a term of one year. Cllr Cole handed the Chain of Office to Cllr Poland, who signed his Declaration of Acceptance of Office and took the chair.

Cllr Poland, and other councillors, thanked Cllr Cole for the work he has done during his term of office.

2. Apologies for Absence

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

RESOLVED: That apologies for absence be received and accepted from Cllr S Lambert (prior commitment).

3. 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

- Cllr David made a declaration of interest on agenda item 20 – ECT Covenant Permission relating to 18 Webbs Meadow.
- No other declarations made or dispensations requested.

4. Minutes of the Previous Full Council Meeting 5/4/18

RESOLVED: To accept and sign the minutes of 5/4/18 as a true record.

5. Clerk's Report

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

The clerk gave an update on the following:

- GDPR and DPA Registration
- Training arrangements for councillors – date agreed as 24th May 2018, 7pm, FLC
- Committee Meeting dates to be agreed

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

6. Questions from the Public & Reports

- Request for the date of the Community Litter Pick was made
- Neighbourhood Watch Co-ordinator update received
- Cllr Eastwood reported concerns of traveller caravans pitched near to the parish boundary line. Landowner and police have been informed.
- Cllr Searle asked for an update on the Fowler Rd bollards – repair and use.
- Cllr David asked the clerk for an update on the pizza van pitch.
- Cllr Cole reported on matters relating to Wren Path care home.
- Cllr James reported on the plans for the Community Litter Pick.

RESOLVED: *Chairman to reconvene meeting under Standing Orders*

7. Election of Vice-Chairman of the Council

Council to elect a Vice-Chairman of the Council for a term of one year

Proposed by Cllr Cole and Seconded by Cllr Jarvis that Cllr Sally Pattinson be elected as Vice-Chairman of the Council. After a vote it was unanimously:

RESOLVED: Cllr Sally Pattinson be Vice-Chairman of the Council for a term of one year.

8. Co-option of Parish Councillor

Council to consider any applications.

Application received from Samantha North, a resident of Fairford Leys.

RESOLVED: That Samantha North be co-opted a parish councillor.

9. Standing Orders & Financial Regulations

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

Previously issued to councillors and no changes made.

RESOLVED: To receive and accept the current Standing Orders and Financial Regulations of the Council with no amendments/changes.

10. Internal Auditor

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

Proposal that Mr Alan Lambourne be the Internal Auditor for 2018 accounts.

RESOLVED: That Mr Alan Lambourne be appointed as the Internal Auditor for the parish council and to carry out the internal audit as per procedures and guidance.

11. General Powers of Competence

RESOLVED: 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.

12. Outside Bodies/Representatives

To agree the Council representatives to any outside bodies/organisations.

RESOLVED: That Cllrs Cole and Lambert represent CPC on the GALAF.

That Cllr N Eastwood be a liaison cllr with local Police and PCSO's.

13. Council Committees and Membership

Council to agree the following committees as Standing Committees of the council and consider the membership. Cllrs listed below are the current members on these committees.

RESOLVED: That the following committees be Standing Committees of the Parish Council and the following councillors, listed, be members of those committees:

- Resources & Personnel Committee (Finance & Staffing)
 - Cllrs Lambert, Cole, Jarvis, David and Poland
 -
- Leisure Committee (Events, Play Areas, General Maintenance)
 - Cllrs Poland, David, Baughan, James and Eastwood
- Youth Services Committee (Youth Group/Leaders)
 - Cllrs Lambert, Baughan, James and Searle

14. Decisions by the Resources & Personnel Committee and Leisure Committee Meetings

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.
All minutes received and accepted by Council.

15. Councillor Allowances

Council is asked to consider the payment of Councillor Allowances at the same level as previous years.

The allowance is an annual payment paid in two amounts over the year. The allowance can only be paid to those councillors who stood for election. Co-opted Councillors are not entitled to receive an allowance but can make a request for any council approved expenses.

£900 - Chairman of the Council

£600 - Councillor (Elected only, as co-opted Cllrs do not receive an allowance)

RESOLVED: That the above allowance payments remain the same for elected councillors entitled to receive the councillor allowances.

16. Finances and Orders for Payment

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

• Costco	Annual Membership	£43.20	2898
• Flogas Britain	Maintenance	£674.15	2899
• Mobile Mini UK	Maintenance	£180.00	2900
• George Browns	Maintenance	£81.65	2901
• HMRC	Contributions	£2,492.64	2902
• Cllr A Cole	Allowance	£360.00	2903
• Cllr C Baughan	Allowance	£240.00	2904
• Cllr SA Jarvis	Allowance	£240.00	2905
• Cllr S Lambert	Allowance	£240.00	2906
• Cllr S Pattinson	Allowance	£205.60	2907
• G Edwards	Final Pay't	£982.01	2908
• Vale Tyres	Maintenance	£42.00	2909
• AVDC	Licence Fees	£42.00	2910

To receive, note and agree the Councils Financial statements, income and expenditure report

17. Annual Internal and External Audit and Governance Statement

Council to receive the Internal Audit and Annual Governance Statement.

To review, discuss and agree to sign the Annual Governance Statement.

RESOLVED: That the audit forms be received, reviewed and agreed by the council at its June 2018 meeting.

18. Code of Conduct

RESOLVED: Councillors to agree to continue to abide by the Code of Conduct as advised by Government/NALC/SLCC and administered by the Monitoring Officer of Aylesbury Vale District Council. Previous issued to councillors and no changes made.

19. Riverine Corridor Transfer Update

To receive an update and make such decisions as necessary.

The Clerk updated the council on the recent notification from AVDC that the Land Agency has now registered the land for Tranche 1.

20. 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.

- **18/01235/APP** **63 Chelsea Road, FL**
Front porch and single storey rear extension.
RESOLVED: No Objection

ERNEST COOK TRUST COVENANTS

Permission is sought from the following residents regarding their properties:

- 1 Starling Mews Single storey rear extension
RESOLVED: Permission Granted
Clerk to have confirmation that garage door remains in place so that permission can be granted.
- 63 Chelsea Road, FL Front porch and single storey rear extension.
RESOLVED: Permission Granted
Clerk to have contact ECT to ascertain if these properties fall under the general ECT Covenants on properties.

Cllr David left the council chamber

- 18 Webbs Meadow Notification for Prior Approval for a
Proposed Larger Home Extension.
Application copied to cllrs.
RESOLVED: Permission Granted

Cllr David returned to the council chamber

There being no further business of the Council, the Chairman closed the meeting at 9pm

Signed: _____ Date: _____