



HADDENHAM Parish Council

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MINUTES FULL PARISH COUNCIL MEETING Monday 24th June 2019, 7.45pm Day Centre Lounge, Haddenham Village Hall

Present: Cllrs Mrs. Aston, Mr. Brown, , Mr. Lyons, Mr. O’Hanlon, Mr. O’Loughlin, Ms. Poole,
Mr. Sharp, Mr. Truesdale (Chair), and Mr. Wheeler.
Clerk: Ms. Gilbert
Deputy Clerk: Mrs Marsden
7 members of the public

PC20 23 CO-OPTION TO THE COUNCIL

There was one application for the Casual Vacancy on the Council from Mr. James Brown, it was therefore PROPOSED, SECONDED and AGREED to co-opt Mr. Brown on to the Council.

PC20 24 ACCEPTANCE OF OFFICE

Mr. Brown signed his Acceptance of Office form which was witnessed by the Clerk and he then joined the meeting.

PC20 25 APOLOGIES

Apologies were received and accepted from Mr. Hoare (work) and Mr. Young (personal).

PC20 26 DECLARATIONS OF INTEREST

There were no declarations of interest in addition to those already disclosed.

PC20 27 MINUTES

The minutes of the Parish Council meeting held on 13th May 2019 and the Extraordinary meeting held on 3rd June 2019 were AGREED as a true record and signed.

PC20 28 COUNTY AND DISTRICT COUNCILLOR REPORTS

County Cllr Mr. Harriss was not present to give a report.

Aylesbury Vale District Council – Mr. Lyons

The first meeting of the new shadow Unitary Authority was held on 3rd June at Adams Park Conference Centre, this is the only venue large enough to hold all the members but is still very squashed. Mr Lyons has joined the Green and Independents Group.

PC20 29 REPORTS FROM OUTSIDE BODIES

- (i) Haddenham Youth and Community Centre – have not met.
- (ii) Haddenham Social Centre Management Committee – Mrs Aston
Mrs Aston has spoken to the relevant BCC members who have authorised Brain Dean to pay £1,000 towards the cost of the utility bills of the village hall as per the terms of the lease. The surrender of the lease can now proceed to completion. The basis of the Charitable Incorporated Organisation (CIO) has now been set up so this can proceed.

- (iii) Haddenham Community Library – Mr Sharp
A meeting was held between representative library trustees, Joe Houston the AVDC officer responsible for S106 funding and the parish council. BCC funding and the possibility of S106 funding for the extension were discussed. Issues are ongoing.
Bruce Alexander will be speaking at an event to celebrate the 50th Anniversary of the moon landing which will also include singing.
- (iv) Playing Field Management Committee – has not met.
- (v) To receive a report from the Sports and Social Club Committee – has not met.
- (vi) Banks Park Recreation Ground Trust – has not met.
- (vii) Haddenham Safe Walking and Cycling Group – has not met.
- (viii) Report from the Keeping It Local Design Workshop hosted by the new shadow Buckinghamshire Council.
Mr Truesdale and the Clerk attended the meeting in Aylesbury where views on the structure of Community Boards and Devolution to parishes were discussed. The presentation slides are available on the Buckinghamshire Shadow Council website:
<https://shadow.buckinghamshire.gov.uk/information-town-and-parish-councils/>

PC20 30 FINANCE AND GENERAL PURPOSES

- (i) The list of payments is not yet available as time has been spent completing year end and recoding in Omega for the new financial year.
- (ii) A lot of time has been spent by Mr. O’Hanlon and the Clerk over the last couple of weeks working on transferring the cashbook from the Omega system to Excel in a format that can produce the more meaningful finance reports the Council is used to. The reports for year ending 31st March 2019 were circulated and reviewed. The budgets for the new financial year will need to be reviewed for the next F&GP meeting. Mr. O’Hanlon and the Clerks were thanked for the work put in to this.
- (iii) The Internal Auditor had thoroughly checked the accounts for the Annual Return which are straight forward to produce in Omega but wasn’t concerned with the reporting. One error had been found after the Internal Audit which RBS helped to amend to adjust the annual return. The Internal Auditor’s report was not yet available.
- (iv) The Annual Governance Statement for 2018-19 was APPROVED and signed by the Chair.
- (v) The Annual Accounting Statement for 2018-19 was APPROVED and signed by the Chair.
- (vi) Construction of Mini-Tennis Courts, footpath and car park works
There have been delays with the planning applications because the tree officer has concerns about potential damage to the trees when the footpath is installed. A no-dig path may be required, and PCMS are in discussion with officers to resolve this.
The tenders received were fairly consistent, with one being significantly higher than the other three. It was PROPOSED and AGREED to accept the lowest tender of £98,516 +10% contingency.
- (vii) Refurbishment of the Day Centre as a Parish Council Centre (Village Hall Phase1)
It was noted that an application has been made to AVDC for New Homes Bonus funding for the project. The scheme is over-subscribed this year so the full amount is unlikely to be available. The Clerk has spoken informally to Joe Houston who is happy that some S106 funding that is already held at AVDC could be utilised to make up the difference.
After advertising the tender three companies had responded and were asked to tender, however only two tenders were received and these were significantly different. PCMS Design have gone through the tenders to match them to the specification and are happy that the lowest tender, which is from a company they have worked with successfully in the past, is acceptable.
It was PROPOSED and AGREED to accept the lowest tender of £148,145+10% contingency.
- (viii) Construction of a pavilion at Haddenham Airfield
It was PROPOSED and AGREED that the Parish Council enters into a contract with the contractor with

the lowest tender for a sum not exceeding £1.1M, subject to a satisfactory reference visit, and when the necessary land transfer is completed. In the event that the Parish Council is unable to enter into a contract with the contractor with the lowest tender the second or if necessary third lowest contractors will be appointed subject to the same conditions for a value of £1.15M.

- (ix) It was AGREED to obtain further VAT advice on the process and implications of opting to tax in order to reclaim VAT charges on each of the projects (iv), (v) and (vi) above.
- (x) Proposal that the Parish Council declares a Climate Emergency.
It was AGREED to:
 - a) Declare a 'climate emergency';
 - b) Pledge to make Haddenham carbon neutral by 2030, taking into account both production and consumption emissions;
 - c) Call on Westminster and the new Buckinghamshire Council and its shadow council to provide the powers and resources to make the 2030 target possible;
 - d) Work with other councils (both within Buckinghamshire and in the UK) to determine and implement best practice methods to limit Global Warming to less than 1.5°C;
 - e) Continue to work with partners of Haddenham Parish Council to deliver this new goal through all relevant strategies and plans;
 - f) Prepare a report within 6 months with the actions Haddenham Parish Council will take to address this emergency.
- (xi) Since sending out the agenda there had been some clarification of the meeting being arranged on 16th July 2019. The date circulated was intended to be an informal Haddenham in Transition meeting, not a Climate Change Workshop.
- (xii) It was noted that the new website has gone live.
- (xiii) Update on legal advice following a meeting with the solicitor.
 - a) Land at Haddenham Airfield – the details of the transfer of sports pitches and the pavilion site from CALA to HPC were discussed as there were several concerns about the current draft interim lease. Suggested amendments to the lease will be sent back to CALA.
 - b) Surrender of the Day Centre Lease – there has finally been a compromise agreement to pay the Village Hall £1,000 towards the cost of utility bills as required in the lease but not paid for over a year. The payment will be made as final settlement on surrender.
 - c) Village Hall – the management committee is in the process of changing its constitution to become a CIO. This will mean that a new lease with Banks Park Trust (BPT) will be needed to set out the relationship between the two charities. The PC needs a mechanism for supporting the charities more constructively which could be achieved through the lease. Clarity between BPT, HPC and the CIO will be needed to resolve some issues
 - d) Banks Cottage draft lease was reviewed following quite a few amendments made by the lessee's solicitor. A response to the changes will be sent by the PC's solicitor.
 - e) The allotment site lease renewal – a simplified document was requested but had not yet been prepared.
 - f) Land at Aston Road – no progress had been made regarding the draft agreement with Dandara.
- (xiv) Paul Ridout will help with authentication of documentation for opening new charity bank accounts.
- (xv) No further updates from the Chair.

PC20 31 PLANNING

- (i) The draft minutes of the meeting held on 3rd June 2019 were noted.

(ii) Update from Mr. Truesdale.

A controversial application from Rectory Homes on land off Lower Road (behind Stanbridge Road and adjacent to previous Rectory Home development) has just been submitted and will be on the agenda of the next Planning committee meeting.

PC20 32 ENVIRONMENT

(i) The draft minutes of the meeting held on 3rd June 2019 were noted.

(ii) Update from Mr. Wheeler

The project to improve signage and install bollards on Stockwell is now progressing.

The informal survey for additional parking restrictions will be finalised with Bucks CC and will then be circulated.

A new company has just notified the PC that it is licenced to carry out the jointing of new street light columns, so the Clerks have asked for a quote. It is hoped the process could be more efficient and cheaper.

Aspire have been leaving some areas of grass wild to encourage biodiversity which has been generally well received.

The fallen stone wall at the front of the churchyard has been rebuilt, and the next section along will now be done.

Tree work resulting from the survey is underway.

It has been agreed to install a wheelchair swing at Woodways.

Work starts on the installation of new equipment at Sheerstock next week.

(iii) The Allotments Committee report – Mr Wheeler

Plot inspections have been carried out and 3 people evicted. There are 3 people on the waiting list. The large shed that has caused issues is still there. The plot holders group has organised a BBQ for 7th July.

(iv) The draft minutes of the Community Orchard Committee meeting held on 19th June 2019 were noted.

Mr Lyons reported that a working party will be held at the Orchard this coming Friday 28th June.

Some Feast Festival events will be hosted in the orchard, utilising the core area. The trees are doing well with only a couple of minor branch breakages and bug infestation.

(v) A report from Robyn Thorogood for Snakemoor Nature Reserve was circulated with details of recent working parties.

PC20 33 DATES OF FUTURE MEETINGS

Environment Committee	Monday 23 rd September 2019
Planning Committee	Monday 15 th July 2019 Monday 2 nd September 2019
Finance and General Purposes Committee	Monday 15 th July 2019
Parish Council	Monday 2 nd September 2019

PUBLIC PARTICIPATION

- A tree is blocking vision at the junction of Willis Road and Harts Road
Noted – the Clerk will follow up.
- A Beer Festival Sign at the junction of Churchway and Stanbridge Road is blocking vision
Noted – the Clerk will contact the organisers and ask for the sign to be removed.
- Can dog poo bins be installed at either end of the Glebe footpath please?
The Clerk will ask AVDC and put on the agenda for the next Environment Committee meeting if AVDC agree.
- The residents of Willis Road understood that it had been agreed that the footpath behind their homes would be enclosed but it will open onto roads. This isn't safe for dog walkers who want to let their dogs off a lead.

The PC fought to keep the path but security concerns from the planners meant it needed to open onto public areas, not be enclosed. There will be open space on the site for dog walking.

- We have heard that Dandara are stopping building, is this true?
The PC has not received any information to suggest this.

CONFIDENTIAL ITEMS

None

CLOSURE OF THE MEETING

The meeting closed at 9.17pm

Signed: _____
Chair

Date: 2nd September 2019