



# HADDENHAM Parish Council

Parish Council Office, Banks Park, Banks Road, Haddenham, Buckinghamshire HP17 8EE  
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## **NOTICE OF A FULL PARISH COUNCIL MEETING**

Monday 28<sup>th</sup> June 2021, 7.45pm  
Conference Room, Haddenham Village Hall

**Members:** Cllrs Mr. Brown, Ms. Garrett, Mr. Hoare, Mr. Kidby, Mr. O’Hanlon, Ms. Poole, Mr. Sharp, Mr. Smith, Mr. Thawley, Mr. Truesdale (Chair), and Mr. Wheeler.

### **To all Parish Councillors:**

YOU ARE HEREBY SUMMONED TO ATTEND THE ABOVE MEETING.

**The press and members of the public are encouraged to attend the meeting remotely as COVID-19 restrictions and social distancing mean that we are only able to accommodate 4 members of the public in person. Those planning on joining the meeting in person must contact the Clerk in advance and follow the attached attendance guidance.**

**Places will be allocated on a first come, first served basis.**

To join the meeting via Zoom please follow the link below. Registered electors of the village wishing to join the meeting can obtain a password for the meeting by emailing the Parish Clerk up until 5pm on the day of the meeting.

[ZOOM LINK](#)

## **AGENDA**

### **PC22 18 APOLOGIES**

To receive any apologies for absence.

### **PC22 19 DECLARATIONS OF INTEREST**

In accordance with Sections 30(3) and 235(2) of the Localism Act 2011 Councillors should declare any personal, prejudicial or pecuniary interests pertaining to the agenda.

### **PUBLIC PARTICIPATION**

15 minutes will be set aside to receive representations from Haddenham residents relating to items on this agenda or of wider public interest, in accordance with the Parish Council’s public participation policy.

### **PC22 20 MINUTES**

To agree and sign the minutes of the meeting held on 17<sup>th</sup> May 2021.

### **PC22 21 COVID-19 UPDATE**

To receive an update on the COVID-19 help line and office working arrangements.

**PC22 22 REPORT FROM BUCKINGHAMSHIRE COUNCIL**

To receive reports from the local Buckinghamshire Council Members.

**PC22 23 REPORTS FROM OUTSIDE BODIES**

- (i) To receive a report from Haddenham Youth and Community Centre.
- (ii) To receive a report from Haddenham Village Hall Management Committee.
- (iii) To receive a report from Haddenham and Waddesdon Community Board
- (iv) To receive a report from Haddenham Community Library.
- (v) To receive a report from Banks Park Recreation Ground Charity.
- (vi) To receive a report from Haddenham Safe Walking and Cycling Group

**PC22 24 PLANNING COMMITTEE**

- (i) To note the draft minutes of informal meeting held on 7 June 2021.
- (ii) To receive an update from the Chair.

**PC22 25 FINANCE AND GENERAL PURPOSES COMMITTEE**

- (i) To receive the finance reports for year ending 31<sup>st</sup> March 2021.
- (ii) To approve and sign the Annual Governance Statement for 2020-21.
- (iii) To approve and sign the Annual Accounting Statement for 2020-21.
- (iv) To note the dates for the Period for the Exercise of Public Rights and confirm the date the Notice is to be published on the Council's website.
- (v) To consider the quote for publishing the village guide.
- (vi) To confirm the Clerk as a signatory for council payments.
- (vii) To receive an update from the Chair.

**PC22 26 FACILITIES COMMITTEE**

- (i) To note the draft minutes of the informal meeting held on 7 June 2021.
- (ii) To receive an update on the Grounds Maintenance Contract.
- (iii) To consider the recommendation to investigate alternative options for general pond maintenance.
- (iv) To consider the recommendation to proceed with stage one of the silt removal from Church End Pond, which is to test it for contaminants to determine how the silt can be disposed of.
- (v) To consider the recommended course of action for the Playing Fields Management Committee as follows:
  - 1) To hold a meeting of the old Playing Field Management Committee to wind it up and then
  - 2) hold a meeting of the new Playing Fields Management Committee as soon as possible to agree on a new arrangement.
  - 3) To co-opt the sports clubs' representatives to the new committee.
  - 4) To discuss a new occupational arrangement to run the Sports and Social Club
- (vi) To receive the draft licence for use and fees for the Tibbs Road pitches and consider delegating to the Clerk in consultation with the Chair to finalise the agreement with Haddenham Youth Football Club.
- (vii) To receive an update from the Chair.
- (viii) To receive a report from the Allotments Committee.
- (ix) To receive a report from the Community Orchard Committee.
- (x) To receive a report from Snakemoor.

**PC22 27 CLIMATE EMERGENCY COMMITTEE**

To receive an update from the Chair.

**PC22 28 TRANSFER OF LAND AT ASTON ROAD**

To receive an update and latest legal advice.

**PC22 29 CORRESPONDENCE AND ITEMS FOR THE NEXT AGENDA**

**PC22 30 SCHEDULE OF MEETINGS**

To agree the schedule of meeting for 2021-22.

**PC22 31 CONFIDENTIAL ITEMS**

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the Council may resolve to exclude members of the public for the following agenda items on the grounds that publicity may be prejudicial to the public interest or because of the confidential nature of the business to be transacted.

**CLOSURE OF THE MEETING**



Mrs Sue Gilbert  
Clerk to Haddenham Parish Council

Date: 22<sup>nd</sup> June 2021

## **PROCEDURES FOR ATTENDING PARISH COUNCIL MEETINGS WITH COVID-19 RESTRICTIONS IN PLACE**

As COVID-19 restrictions are still in place, we would encourage members of the public not to attend meetings in person, but to join remotely via zoom or to submit questions or raise concerns in writing in advance of the meeting and receive a response after the meeting.

We look forward to resuming in person meetings and welcoming residents back as soon as COVID-19 restrictions have been lifted.

If you have any of the following symptoms of COVID-19 **\*DO NOT\*** attend the meeting.

New persistent cough

High temperature

Loss of taste and / or smell

You should self-isolate and arrange a test for COVID-19.

The meeting will be held in The Conference Room at Haddenham Village Hall.

All attendees must wear a face mask or shield (unless medically exempt) when in the building until seated. If the meeting involves 6 or fewer people, then by agreement face masks can be removed in line with current guidance. Where more than 6 people are meeting face masks must be worn for the duration of the meeting.

Hand sanitizer will be provided for use on entry.

Fire exit doors and entrance doors will be left open for ventilation for the duration of the meeting so dress appropriately.

Councillors will be seated at the conference table which will be less than 2m separation.

Seating for members of the public will be separated by 2m.

On arrival Councillors must go straight to their designated table and members of the public to a chair.

Contact details of all members of the public attending will be taken on arrival and retained for 21 days to allow for contact tracing. The Village Hall has an NHS QR code that should also be scanned by attendees if they have the App on their phone.

There must be no mingling on arrival or departure.

Haddenham Parish Council