



# HADDENHAM Parish Council

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## MINUTES FULL PARISH COUNCIL MEETING

Monday 9<sup>th</sup> August 2021, 7.45pm  
Conference Room, Haddenham Village Hall and remotely via Zoom

**In the room:** Cllrs, Mr. Hoare, Mr. Kidby, Mr. O'Hanlon, Mr. Thawley, Mr. Truesdale (Chair), and Mr. Wheeler.

**Bucks Cllrs:** Mr. Branston

**Clerk:** Ms. Gilbert

**Public:** none

**Joining remotely via Zoom:** Cllrs Ms. Garrett-Joy and Mr. Smith

**Deputy Clerk:** Mrs. Marsden

**Members of the public:** 2

### PC22 32 APOLOGIES

Apologies for absence were received and accepted from Ms. Garrett-Joy (health reasons), Mr. Smith (self-isolating), Mr. Brown (holiday), Mr. Sharp (health reasons) and Ms. Poole (holiday).

### PC22 33 DECLARATIONS OF INTEREST

There were no declarations of interest relating to items on the agenda.

### PUBLIC PARTICIPATION

The Chair agreed that Ms. Garrett-Joy and Mr. Smith should be allowed to participate remotely on any agenda item, however they are not able to vote under current legislation which requires councillors to be present in the room.

There were no other requests to participate.

### PC22 34 MINUTES

The minutes of the meeting held on 28<sup>th</sup> June 2021 were AGREED as a true record and signed.

### PC22 35 COVID-19 UPDATE

All staff have returned to the office and the office has re-opened. The office is currently open for residents to call-in 10am-12pm and 2pm-4pm Monday to Friday.

### PC22 36 REPORT FROM BUCKINGHAMSHIRE COUNCIL

Mr. Smith reported that Buckinghamshire Council has been focusing on the following issues:

- Public health, including the response to Covid-19
- The impact of HS2 lorries on local roads.
- Waste collection, which has been affected due to the shortage of HGV drivers.
- Fly-tipping
- Roads – with an extra £3 million funding to address potholes.

**PC22 37 REPORTS FROM OUTSIDE BODIES**

- (i) Haddenham Youth and Community Centre – Mr Truesdale.  
One final meeting will be held to wrap up the Charity. Haddenham Community Junior School has not yet been able to finalise the lease with Buckinghamshire Council.
- (ii) Haddenham Village Hall Management Committee – no update as have not met.
- (iii) Haddenham and Waddesdon Community Board met on 30<sup>th</sup> June – Mr. Truesdale  
The funding application process has been simplified.  
There will be four key focus areas for 2021-2022: Highways and Transport, Health and Wellbeing, Environment, and Economic Recovery.
- (iv) Haddenham Community Library – nothing to report.
- (v) Banks Park Recreation Ground Charity (BPRGC) met on 19<sup>th</sup> July – Mr. Truesdale  
A report was received on the progress with legal advice on the future leasing arrangements for the Village Hall and a quote was approved to replace 6 windows that are beyond repair was approved.
- (vi) Haddenham Safe Walking and Cycling Group (HADSWACG) – Mr. Thawley  
The Witchert Way walk leaflet is being updated. The Haddenham-Thame cycle way was discussed and it was noted that Buckinghamshire Council has taken the negotiations with landowners in house. The group is keen to see the Streetscapes project progress.

**PC22 38 PLANNING COMMITTEE**

- (i) The minutes of the meeting held on 28<sup>th</sup> June 2021 and the informal meeting held on 19<sup>th</sup> July 2021 were noted.
- (ii) Sustainability review of the Tibbs Road pavilion design  
A report from PCMS Design following the sustainability review of the plans for the pavilion at Tibbs Road was received. There was a long debate regarding the proposal to retain one of the gas boilers in the specification, as it was felt by some that having declared a climate emergency the Council should move away from fossil fuels. The alternative options of ground source or air source heat pumps would add a significant cost to the project, and with the likely increase in cost on the original specification due to the national increase in building costs in general the budget would be exceeded. The Clerk had circulated a review of potential additional S106 sources that could potentially be used for funding but stressed that using these would take away funding for other projects. Research into the use of heat pumps in other community buildings had identified issues with temperature control and ongoing maintenance. This project has already been 5 years in progress and to add further delays and costs to redesign the pavilion would be unacceptable to the future users who have been frustrated by delays already.  
It was PROPOSED to proceed as follows:  
To include a gas boiler and to upgrade the specification as recommended in the PCMS Design report including measures to future proof the building so that a heat pump could be easily installed as the technology advances and government funding becomes available. The estimated increase in costs for the following items would be around £50,000:
  - 1) To improve insulation levels to the roof, wall and floor Any future new builds would have renewable heating specified from the start of the project.
  - 2) Heating system designed to run at 50°C rather than 70°C
  - 3) A heat pump ready hot water tank
  - 5) PV hot water controller
  - 6) Increase the size of the PV system
  - 9) (In part) Power storage batteries

A vote was taken, with five voting in favour and one against, the motion was AGREED.

- (iii) Mr. Truesdale is hoping to attend an Ox-Cam Arc meeting on 13<sup>th</sup> September 2021 led by Buckinghamshire Council. The Thame Neighbourhood Plan is being reviewed during August and information is available online. Mr. Truesdale has circulated briefing materials on the Streetscape project to the planning committee.

#### **PC22 39 FINANCE AND GOVERNANCE COMMITTEE**

- (i) The draft minutes of the meeting held on 19<sup>th</sup> July 2021 were noted.
- (ii) The list of payments to 31<sup>st</sup> March 2021 were noted.
- (iii) The list of payments to 30<sup>th</sup> June 2021 were noted.
- (iv) The finance reports for quarter ending 30<sup>th</sup> June 2021 were received, having been reviewed in detail at the Finance and Governance meeting.
- (v) The updated Action Plan was received and APPROVED.
- (vi) It was AGREED to accept the recommendation to adopt the following updated policies:
  - a) Public Participation
  - b) Data Protection
  - c) Reserves
  - d) Health and Safety
- (vii) The recommended changes to the budget were AGREED.
- (viii) The Parish Council has written again to Buckinghamshire Council about concerns over how the tax base is calculated.

#### **PC22 40 FACILITIES COMMITTEE**

- (i) Report from Mr. Wheeler:

Work on the Woodways playground refurbishment began on Monday 9<sup>th</sup> August. A meeting is being arranged with the trustees of Haddenham Parochial Charities to discuss the future running of the charities, which impacts on the allotments site lease. A meeting of the Playing Fields Management Committee is also being arranged.
- (ii) Allotments Committee report – Mr Wheeler:

The allotments waiting list has been reduced to 10. The hedge has been cut back and a skip has been arranged for 23 August to help clear some of the recently vacated plots so they can be re-let. Discussions are taking place with reLeaf about storing young trees at the allotments.
- (iii) Community Orchard Committee report – Mr Hoare:

The Community Orchard Committee are looking at improvements to accessibility for the Orchard.
- (iv) Snakemoor Nature Reserve – Mr Wheeler:

Mr. Wheeler will be meeting with the volunteer manager at Snakemoor within the next few weeks. A retirement gift was given to Robyn Thorogood in recognition of his hard work over 27 years at Snakemoor.

#### **PC22 41 CLIMATE EMERGENCY COMMITTEE**

Mr. O’Hanlon welcomed the IPCC’s report on climate change. The first meeting of the committee has been arranged for 23 August. The committee will have four working groups: Home Energy, Land Use, Electric Vehicles, and Food Waste and the aim is to focus on actions that will make the biggest difference to carbon emissions.

On the food waste project, contact has been made with Feedback, a Buckinghamshire food charity. Zero Carbon Haddenham had a stand at Vale Harvest Market with a food trolley used to demonstrate the average food waste generated by a family and collected details of people willing to take part in the food waste pilot.

On 11<sup>th</sup> September, Thame Green Living are running an information event on Electric Vehicles including a presentation on a local electric car hire club, which Zero Carbon Haddenham are collaborating on.

Mr. O'Hanlon will be giving a climate emergency presentation to the U3A on 10<sup>th</sup> August.

#### **PC22 42 REVIEW OF HADDENHAM CHARITIES**

A meeting was held with the trustees of Haddenham Parochial Charities where it was agreed to look at winding up the charities and find a new way of operating. A quote has been received for the legal fees involved with initial advice costing £750+VAT and further legal fees likely to cost up to £2,000 more. It was AGREED to cover the legal fees.

#### **PC22 43 CODE OF CONDUCT**

- (i) It was noted that Buckinghamshire Council adopted its Code of Conduct on 21 July 2021.
- (ii) The Parish Council's Code of Conduct was reviewed and it was AGREED to bring it in line with Buckinghamshire Council's Code, but ensuring the procedure for dealing with declarations of interest are in line with the Parish Council's own Standing Orders.

#### **PC22 44 ALL COUNCILS CHARTER**

The final version of the All Councils Charter, which sets out the commitments between Buckinghamshire Council and Town and Parish Councils, was received and it was AGREED to sign, which the Chair then did.

#### **PC22 45 LOCAL COUNCIL AWARD**

It was confirmed that the Parish Council had met the requirements for the Local Council Quality Award Gold standard and the application is therefore ready for submission to NALC.

#### **PC22 46 TENNIS COURT LEASE**

The Tennis Court lease had been finalised with Haddenham Tennis Club and was circulated for final review by the Council. It was AGREED and was signed by 2 councillors.

#### **PC22 47 AIRFIELDS OF BRITAIN CONSERVATION TRUST MEMORIAL**

It was AGREED to permit the Airfields of Britain Conservation Trust to place a memorial on the former airfield off Tibbs Road, once construction of the new pavilion is complete.

#### **PC22 48 CORRESPONDENCE AND ITEMS FOR THE NEXT AGENDA**

None.

#### **PC22 49 SCHEDULE OF MEETINGS**

The revised schedule of meetings for 2021-22 was AGREED.

Next meetings:

Climate Emergency Committee	Monday 23 <sup>rd</sup> August 2021
Planning Committee	Monday 20 <sup>th</sup> September 2021
	Monday 11 <sup>th</sup> October 2021
	Monday 1 <sup>st</sup> November
Facilities Committee	Monday 20 <sup>th</sup> September 2021
Finance and Governance Committee	Monday 11 <sup>th</sup> October 2021
Banks Park Recreation Ground Charity	Monday 11 <sup>th</sup> October 2021
Haddenham Educational Charity	Monday 11 <sup>th</sup> October 2021
Allotments Committee	Wednesday 20 <sup>th</sup> October 2021 (09:30)
Full Parish Council	Monday 1 <sup>st</sup> November 2021

**PC22 50 CONFIDENTIAL ITEMS**

None.

**CLOSURE OF THE MEETING**

The meeting closed at 9.29pm.

Signed: \_\_\_\_\_  
Chair

Date: 1<sup>st</sup> November 2021