



HADDENHAM Parish Council

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Draft Minutes Full Parish Council Meeting

Monday 11th October 2021, 7.53pm
Conference Room, Haddenham Village Hall and remotely via Zoom

In the room: Cllr. Brown, Cllr. Garrett, Cllr. Hoare, Cllr. Kidby, Cllr. O'Hanlon, Cllr. Poole, Cllr. Sharp, Cllr. Thawley, Cllr. Truesdale (Chair)

Clerk: Ms. Gilbert

Public: None

Joining remotely via Zoom: Cllr. Smith

Deputy Clerk: Mrs. Marsden

Assistant Clerk: Ms Griffiths

Members of the public: 9

PC22 51 APOLOGIES

Apologies for absence were received and accepted from Cllr. Wheeler and Cllr. Smith.

PC22 52 DECLARATIONS OF INTEREST

There were no declarations of interest.

PUBLIC PARTICIPATION

The Chair agreed that Cllr. Smith should be allowed to participate remotely on any agenda item, however he is not able to vote under current legislation which requires councillors to be present in the room.

There were no other requests to participate.

PC22 53 MINUTES

The minutes of the meeting held on 9th August 2021 were AGREED as a true record and signed.

PC22 54 REPORT FROM BUCKINGHAMSHIRE COUNCIL

Cllr. Smith drew attention to Buckinghamshire Council's 'See something, Do something' campaign about reporting adult abuse. More information can be found on [Buckinghamshire Council's website](#).

PC22 55 REPORTS FROM OUTSIDE BODIES

(i) Haddenham Youth and Community Centre – Cllr. Truesdale

We are not yet aware as to whether the school has been able to resolve the lease with Buckinghamshire Council.

(ii) Haddenham Village Hall Management Committee – Cllr. Truesdale

The minutes of the last improvement group meeting have been circulated.

- (iii) Haddenham and Waddesdon Community Board – Cllr. Truesdale
The next meeting of the board has been postponed until 4th November 2021.
- (iv) Haddenham Community Library – Cllr. Sharp
The library's opening hours have returned to pre-pandemic hours. An open day was held in September which was well attended with many new members signing up. The library manager who was appointed in October 2020 has resigned. The County library service will no longer be recruiting and supplying a manager so two of the trustees will be working on a self-employed basis to job share the manager role. A Halloween themed fun day will be held on 30th October.
- (v) Banks Park Recreation Ground Charity – Cllr. Truesdale
A report has been circulated on how best to structure the charity future. Advice has been taken on the possibility of combing the charity with the Haddenham Parochial Charities to form a Charitable Incorporated Organisation.
- (vi) Haddenham Safe Walking and Cycling Group – Cllr. Thawley
The group are pleased with the progress on the Streetscapes project. Brian Bowman is continuing work on the round Haddenham path. Improvements to the Witchert Way signs will be made. The group is hoping to get some cycle stands installed around the village. There is strong support for a village-wide 20mph limit.

PC22 56 PLANNING COMMITTEE

- (i) The minutes of the meeting held on 9th August 2021 were noted.
- (ii) It was AGREED to submit the following response to the informal consultation from unitary Cllr Peter Cooper on 20mph speed limits within Buckinghamshire:
Yes – the Parish Council would welcome having the option of introducing 20mph zones in your parish or town
Yes – the Parish Council would pursue this option if it were available
There are mixed views within the Council as to whether to support the widespread adoption of 20mph zones in residential areas across Buckinghamshire, with some councillors agreeing that all residential areas should be 20mph and others of the view that 20mph might work in specific zoned areas and only as part of a wider traffic management scheme where road layout changes or conditions would make it mainly self-enforcing.
- (iii) Cllr. Truesdale reported that the Emergency Active Travel Plan (EATP) scheme will stay in place until the end of February when it will then be dismantled. The Parish Council has asked to record speed data during and after the scheme to see whether it made a significant difference to the speed of vehicles whilst in place.
- (iv) It was AGREED to fund speed tubes measurements on Thame Road with the temporary EATP scheme still in place and again after the scheme is removed. The cost will be £412+VAT for 7 days' measurements.
- (v) No further update.

PC22 57 FINANCE AND GOVERNANCE COMMITTEE

- (i) The list of payments over £500 to 31st August 2021 was noted.
- (ii) The finance reports for quarter ending 30th September 2021 were not ready in time for the meeting.
- (iii) It was AGREED to donate £100 to the Poppy Appeal.
- (iv) The updated asset register was reviewed and APPROVED.
- (v) Only 2 of 3 quotes requested for the renewal of the Parish Council's insurance policy had been received in time for the meeting. It was AGREED to accept Zurich's quote for a 3-year period for a fixed % reduction each year.

- (vi) The tendering process for construction of Tibbs Road pavilion had been completed. The tenders were opened at a meeting with PCMS held on 4th October and PCMS had subsequently reviewed the tenders and obtained clarifications from those who had submitted. A summary report and recommendations were circulated ahead of the meeting. The recommendation was to accept the lowest tender with some additions and a 5% contingency.

The Clerk had produced an updated financial report on the options for funding through s106.

The construction costs had increased significantly since the original tender in April 2019, some of this is attributable to the changes to the specification following the sustainability review, but this does not account for all of the increase. It was PROPOSED and AGREED to delegate to the Clerk, Cllr Truesdale and Cllr O’Hanlon to meet with PCMS to run through the specification and costs prior to signing a contract so the drivers of the increase in costs could be clarified.

It was PROPOSED and AGREED to accept the lowest quote subject to confirmation following the meeting that the tenders received accurately reflect the current market for the specification. If the lowest priced tender is not considered acceptable then an extraordinary meeting of the Council will be called to consider a revised recommendation.

- (vii) Many Town and Parish Council clerks within Buckinghamshire are currently unhappy with how Buckinghamshire Council are administering the devolved services contracts due to the lack of increased funding to reflect the increased costs to the Parish/Town Councils and the poor communication over the renewal of the contracts. The Parish Council is still seeking clarification from Buckinghamshire Council as to how the tax base is calculated due to discrepancies with the number of new build houses included. It was PROPOSED and AGREED that if Buckinghamshire Council does not respond to the Parish Council’s enquiries satisfactorily within the next few weeks, then the Parish Council will refer the matter to the National Audit Office.

PC22 58 FACILITIES COMMITTEE

- (i) The minutes of the meeting held on 20th September 2021 were noted.
- (ii) The minutes of the Sports Facilities Committee meetings held on 24th August and 28th September 2021 were noted.
- (iii) The minutes of the Community Orchard Committee meeting held on 9th September 2021 were noted.
- (iv) Pond work is scheduled to start next week. It was noted that the opening of Woodways playground has been delayed whilst issues found in the post-installation inspection are addressed by the manufacturer.

PC22 59 CLIMATE EMERGENCY COMMITTEE

- (i) The draft minutes of the meeting held on 23rd August 2021 were noted.
- (ii) Mr. Proctor has been co-opted to the committee.
The committee has four working groups:
- Land Use – led by Cllr. Smith – Work is being done on how best to approach landowners with regard to large scale tree planting.
 - Electric Car Club – led by Cllr. Thawley – 60 people registered their details in a recent event run by Thame Green Living. The electric vehicle hire club should be operational within the next month.
 - Food Waste – led by Cllr. Garrett
 - Home Energy – led by Cllr. Kidby – Work is underway to find the most appropriate

options for householders. There are many options which makes this quite complicated and individual circumstances will be different. The cost is also high making it out of reach of many.

PC22 60 REVIEW OF HADDENHAM CHARITIES

A report following a meeting with the trustees of Haddenham Parochial Charities was received. The trustees are keen to proceed with a move to a new amalgamated charity and thanked the Officers for their support with this.

PC22 61 ADOPTION OF AMENITY LAND

It was AGREED to proceed with the adoption of the additional amenity land at Aspen Park as identified on the plan provided by CALA.

PC22 62 VILLAGE GUIDE

It was AGREED to accept the quote of £500 for delivery of the updated village guide to all premises within the village.

PC22 63 CORRESPONDENCE AND ITEMS FOR THE NEXT AGENDA

None.

PC22 64 SCHEDULE OF MEETINGS

Allotments Committee	Wednesday 20 th October 2021 (09:30)
Planning Committee	Monday 1 st November
	Monday 22 nd November
Finance & Governance Committee	Monday 1 st November 2021
Facilities Committee	Monday 22 nd November

PC22 65 CONFIDENTIAL ITEMS

None.

CLOSURE OF THE MEETING

The meeting closed at 9:17pm.

Signed: _____ Draft _____
Chair

Date: 1st November 2021