**PARISH COUNCIL GENERAL MEETING**

**Venue: Parish Meeting Room**

**17th October 2022 19:15**

**Minutes**

Present:

Cllr Alan Youel (Chairman)

Cllr Kristian Burgess (Vice Chair)

Cllr Mark Allen

Cllr Edward Jerrams Coughtrey

Cllr Ruth Hoose

Cllr Alison Knight

Cllr Kay Stevens

Cllr Rachel Washer

Parish Clerk / RFO

**22/1162 Apologies for absence**

Apologies received from Cllr Solesbury-Timms, Cllr Truman

On the proposal of Cllr Allen, it was **RESOLVED:** to approve apologies for absence.

**22/1163 OPEN MEETING**

A representation was made on 22/1196, grant allocation protocols, whether any changes were to be made.

A representation was made on items 22/1166, 22/1167 regarding new committees and scope of responsibilities. Previous item 22/1148 Cheney Chatter was also raised by the member of the public.

**Open meeting closed 19:22**

**22/1164 Members’ declaration of interest in items on the agenda**

None declared.

 **22/1165 Approval of minutes of meeting 26/09/2022**

On the proposition of Cllr Hoose, it was **RESOLVED**:To approve the minutes of the meeting of Council on Monday 26th September 2022.

**22/1166 Approval of Committee terms of reference**

On the proposition of Cllr Knight, it was **RESOLVED:**

to approve the committee terms of reference (pending adjustment of phrasing in Amenities ToR “appoint advisors” to exclude any direct financial undertaking on this item).

To defer approval of Task & Finish group ToR until next meeting.

**22/1167 Assign members to committees**

Members assigned themselves to the following committees:

* Planning & Highways – Cllr Burgess, Cllr Allen
* Finance & Policy – Cllr Allen, Cllr Youel, Cllr Hoose, Cllr Jerrams Coughtrey
* Amenities – Cllr Knight, Cllr Burgess, Cllr Stevens, Cllr Hoose

**22/1168** **Vote committee chairs**

On the proposition of Cllr Hoose (for Planning&Highways, Finance&Policy) and Cllr Stevens (Amenities), it was **RESOLVED**:To vote chairs to the following committees:

* Planning & Highways – Cllr Burgess
* Finance & Policy –
 Cllr Allen
* Amenities –
Cllr Knight

**22/1169 Clerk subscriptions**On the proposition of Cllr Jerrams Coughtrey, it was **RESOLVED**:To approve SLCC subscription.

On the proposition of the Chairman, it was **RESOLVED**:To approve Parish Online subscription.

**22/1170 Stagecoach 500, Correspondence draft**

On the proposition of the Chairman, it was **RESOLVED**:To approve correspondence to Stagecoach, pending inclusion of response request of 14 days. To be sent on Parish Council’s behalf from the Chairman.

**22/1171 S106 Agreement Thenford Road**

On the proposition of the Chairman, it was **RESOLVED**:To explore costs of maintaining play areas / open spaces over the previous 5 year period to calculate likely costs for comparison of commuted sum offered.

**22/1172 Millers Way open space**

On the proposition of the Chairman, it was **RESOLVED**:To explore costs of maintaining open spaces over the previous 5 year period to calculate likely costs for comparison of commuted sum offered, including considerations by current contractors where possible.

**22/1173 Planning – letters, decisions and applications**

**Resolved:** Queens Street – Material objection to be submitted online.

Royal Oak Lane – no comments to submit.
Land off Waters Lane – no comments to submit.

Main Road – no comments to submit.

**22/1174 Astrop road board**

On the proposition of the Chairman, it was **RESOLVED**:To submit request for community board planning permission on residents’ behalf.

**22/1175 S106 update**

Members noted clarification on outstanding developer contributions.

**Cllr Jerrams Coughtrey left at 20:45** (phonecall. Returned after a few minutes).

**22/1176 Maintenance person**

On the proposition of the Cllr Knight, it was **RESOLVED**:To defer agenda item to next meeting once further information had been gathered.

**22/1177 PFA restricted public access**

On the proposition of the Chairman, it was **RESOLVED**:Cllr Burgess to relay that the council has no specific objections to the restriction on public access to Astrop park and playing field at night.

**22/1178 Internal Control**

On the proposition of the Chairman, it was **RESOLVED**:The Clerk to be supported to ensure ICC is

brought up to standard. Cllr Burgess to supply cemetery documents.

**A member of the public interrupted the meeting**, the Chairman continued to the next agenda item.

**22/1179 Tree maintenance**

On the proposition of the Chairman, it was **RESOLVED**:To approve quote for cemetery works.

By majority, on the proposition of the Cllr Hoose, it was **RESOLVED**:To undertake works on quote 2 where Highways / others will not likely manage areas before obstruction/overhang etc. exacerbate. Statement to issue on Council actions ‘above & beyond’ for the benefit of residents, not assuming responsibility.

**22/1180 Events bagpiper**

On the proposition of Cllr Burgess, it was **RESOLVED**:Toapprove costs of £100 (50:50 Bagpiper/RBL) for

national period of mourning events.

**22/1181 Online banking, safeguard protocols**

A task and finish group, Cllr Burgess, Cllr Knight, Cllr Allen, to create protocol for parish Council online

banking and debit card expenditures to report to next meeting.

**22/1182 Staff outdoor-working toolkits**

On the proposition of Cllr Burgess, it was **RESOLVED**:To approve acquisition of Employees’ toolkits x 2 to

better support all weather and outdoor working, to achieve best value (clerk’s discretion).

**22/1183** **Flag-flying policy and purchases**

On the proposition of Cllr Jerrams Coughtrey, it was **RESOLVED**:To approve and adopt the finalised flag-

flying policy and purchase of new flags to the value of £31.96.

**22/1184 Allotments update**

Members received a verbal update from the assigned Task&Finish group. Ongoing discussions with

business landowner to report back next full council meeting.

***22/1185 Warm Middleton***

***Item to be deferred until next full council meeting.***

**22/1186 Local Government Boundaries Commission response.**

On the proposition of Cllr Allen, it was **RESOLVED**:Cllr Hoose to submit response to LGBC on Council’s

behalf.

**22/1187 Resolution to approve Authorisation of Payments**

On the proposition of Cllr Jerrams Coughtrey, it was **RESOLVED**:To approve the list of accounts for

October. 2 x contract accounts to be investigated further.

**22/1188 Remembrance items**

**Item to be deferred as costings / order process for lamppost poppies unknown.**

***22/1189 Commemorative trees***

***Item to be deferred until next full council meeting.***

***22/1190 Speed Restrictions***

***Item to be deferred until next full council meeting.***

***22/1191 King’s Coronation 6th May***

***Item to be deferred until next full council meeting.***

**22/1192 Christmas lights**Task & Finish group, Cllr Burgess, Cllr Hoose, Cllr Jerrams Coughtrey, to meet this week to explore Christmas light decorations and celebrations.

***10:16pm***

***22/1193 Street lighting***

***Item to be deferred until next full council meeting.***

***22/1194 Midway garages***

***Item to be deferred until next full council meeting.***

***22/1195 VAS update***

***Item to be deferred until next full council meeting.***

***22/1196 Grant allocation protocol***

***Item to be deferred until next full council meeting.***

**22/1197 Matters for information**

None

***22/1198 Exclusion of press and public***

***Item to be deferred until next full council meeting.***

 ***22/1199 Amenities****.*

***Item to be deferred until next full council meeting.***

**22/1200 Next meeting**

21st November 2022 – Full Council Meeting.

Meeting closed 10:16pm

**Signed: Pip Davis** – Clerk / RFO to Middleton Cheney Parish Council.