



# Swyncombe Parish Council

Parish Clerk: Kristina Tynan

## Minutes of the Meeting of Swyncombe Parish Council Held on Monday 10<sup>th</sup> September 2018 at 7.30 pm In the Swyncombe Cricket Pavilion, Cookley Green

**Present:**

**Councillors:**

Liz Longley (EL)  
Tracey Taverner (TT)  
Peter Green (PG)  
Peter Willis Fleming (PWF)  
Sam Fielden (SF)

**Officer:**

Kristina Tynan

40/18 Apologies for absence  
Cllr Steve Harrod – OCC.

41/18 Chairman's Remarks  
There were none.

42/18 To receive any Declarations of Interest  
There were no Declarations of Interest notified

43/18 Public Questions  
There were no public questions notified.

44/18 Minutes of the Swyncombe Parish Council 14/5/2018 and 18/6/2018 to be signed as a correct record  
**Resolved:** That these minutes are a correct record of this meeting and that they be signed by the Chairman

45/18 To accept the Annual Parish Meeting Minutes held on 14/5/2018  
**Resolved:** To accept the Annual Parish Meeting Minutes.

4618 Matters arising from the Minutes/Previous Actions  
**Police Forum** – SF attended this on the 13/8/2018. A number of issues were discussed, there was a parking update given: Speedwatch, there are two devices available and these can be booked through PCSO Janice Smith. She will also give training when a volunteer group is set up. EL will contact people who have volunteered and set up a training date. SPC have Hi Viz jackets which will need to be worn; Speeding which he said there were very mixed views on, some towns and villages have serious problems, and some have none.  
Other issues were anti-social behaviour, burglaries and drugs. 40 Town and Parish Councils were invited but only 6 attended. KT reported that the Watlington PCSO is moving to Henley.

47/18 To receive reports from:  
1. **District Councillor** – There was no report given.

2. **County Councillor** – The latest report had been sent to all Councillors
3. **Thames Valley Police** – The latest report had been sent to all Councillors
4. **Cricket Club**- There was no report given.

48/18 Financial Matters: To receive the Balance of Accounts and Budget Update and to approve the list of Payments

1. Budget 2018/2019 and Bank Accounts update

**Resolved:** That the budget and bank update, as shown below be approved:

<b>Budget Information</b>	<b>BUDGET</b>	<b>ACTUAL</b>
<b>SPC</b>	<b>2018/2019</b>	<b>31/08/2018</b>
<b>INCOME</b>	£	£
SODC Precept	5,917.00	5,917.00
Cricket Pavilion Rent	1,000.00	1,000.00
Interest		0.10
Transparency Grant		0.00
	<b>£6,917.00</b>	<b>£6,917.10</b>
<b>EXPENDITURE</b>		
Subscriptions (OALC & ORCC)	165.00	112.55
Insurance - SPC	178.00	189.52
- Cricket Club	412.00	442.20
Cricket Ground Maintenance	500.00	500.00
SODC Non-Business Rates - Cricket Pavilion	118.17	118.17
Interior Decoration of Pavilion	1,580.00	1,575.00
Cricket Ground Rent	100.00	0.00
Maintenance (Tree Works)	400.00	0.00
External Auditors Fees	100.00	0.00
Internal Audit	105.00	105.00
Grass Cutting/Gardening Green	200.00	100.00
Clerk Salary INCL ni/tax	1,448.00	369.96
HM Inland Revenue Employer Cont	105.00	0.00
Postage & Stationery	0.00	0.00
Remembrance Day/1st World War Comm	17.00	0.00
Meeting Hall Rental	30.00	0.00
Bus Shelter and Bench Improvements	0.00	0.00
Broadband Campaign/Domain Name	0.00	0.00
Comet Community Bus Service	240.00	240.00
PAT Testing	100.00	0.00
Speed Surveys	200.00	100.00
Miscellaneous (sign +open spaces Sub)	0.00	0.00
Contingency/Earmarked	918.83	0.00
	<b>£6,917.00</b>	<b>£3,852.40</b>
<b>SURPLUS/DEFICIT</b>	<b>£0.00</b>	<b>£3,064.70</b>
<b>Firework Fund</b>		
Ticket Sales	1,884.70	0.00
Fireworks	-1,700.00	0.00
<b>SURPLUS/DEFICIT (Underspend or Overspend)</b>	<b>184.70</b>	<b>0.00</b>

	1,176.55	1,361.25
Balance Cfwd	<b>£1,361.25</b>	<b>£1,361.25</b>

<b>Earmarked Reserves as at 31/3/2018</b>		<b>Bank Balance</b>	
		<b>01/05/2018</b>	<b>31/08/2018</b>
	£	Current Account	19200.47
Pavilion Maintenance	2463.00	Hi Interest Account,	526.21
War Memorial Repairs	500.00	<b>Total</b>	<b>19726.68</b>
Misc Tree Works etc	1820.00	<b>Breakdown</b>	
Pavilion Works	2000.00	General Reserves	8734.24
Firework Fund	1361.25	Earmarked Reserves	10992.44
Broadband	325.00		
Bus Shelter repairs	500.00		
Traffic Calming/Speed Surveys etc	553.19		
Transparency Grant	1470.00		
<b>Total</b>	<b>10992.44</b>	<b>Total</b>	<b>19726.68</b>

## 2. To approve the list of Payments

**Resolved:** That the list of payments below be agreed:

			<b>CHQ No</b>	<b>Inc VAT</b>	<b>VAT</b>	<b>Excl VAT</b>
17/05/2018	James Herbert	Grass Cutting	580	20.00		20.00
23/05/2018	Came and Company	Annual Insurance	581	631.72		631.72
		Annual				
23/05/2018	OALC	Subscription	582	135.06	22.51	112.55
14/06/2018	James Herbert	Grass Cutting	583	30.00		30.00
18/06/2018	K Tynan	Quarterly Salary	584	296.17		296.17
18/06/2018	HMRC	Tax and Ni	585	73.80		73.80
05/07/2018	James Herbert	Grass Cutting	586	25.00		25.00
12/07/2018	R Symes	Internal Audit	587	105.00		105.00
29/08/2018	James Herbert	Grass Cutting	588	25.00		25.00
10/10/2018	K Tynan	Quarterly Salary	589	296.16		296.16
10/10/2018	HMRC	Tax and Ni	590	73.80		73.80
10/10/2018	N H Payne	Tree Works	591	950.00		950.00
		First Aid Kit				
10/10/2018	K Tynan	Pavilion	592	25.20		25.20
	<b>Total</b>			<b>2686.91</b>	<b>22.51</b>	<b>2664.40</b>

## 49/18 Planning Matters -EL

**The Stables (Now Chiltern Hill Farm)** – EL, SF, PG and PwF attended a site visit with the owner and he explained what he is proposing to put in a planning application on this site. EL said that they gave no view but stated that it would need to comply with all regulations, the Chiltern Society Guidelines and encouraged his to engage with the neighbours. EL had drafted up a response and it was agreed that this be sent to the owner.

**The Stables on Russell's Water Common** - EL said that there is not much to report on this as SODC has refused the application. However, the Stonor family would need to give an easement for them

to access the site. There is no easement at the moment and Pat Pearce has spoken to the Stonor family regarding this.

**St Botolphs** – This has been given planning permission by SODC

50/18 Highway Issues SF

1. **Traffic Calming Cookley Green and Park Corner** – Speed and Vehicle Count Surveys

We have the data from Park Corner, we need to chase up the data from the Cookley Green survey. KT to do this. To get Steve Harrod involved if necessary.

2. **Speedwatch** – Discussed in Matters Arising above.

3. **Winter Salt** – Do we need to order any more?

It was agreed that we do not as SF said we have plenty.

51/18 General Issues

1. **Trees** – EL said she would arrange the annual review with Nigel Payne soon.

2. **Litterblitz** – The next one will take place on Saturday October 13<sup>th</sup>. EL asked SF if they could use his trailer again and he agreed.

3. **SODC CIL Consultation- At** present Parishes without a Neighbourhood Plan get 15% CIL for developments in their Parish. It was agreed that we do not send a comment on this Consultation. PwF said he will send a response in his own right.

4. **AONB/National Park** -. PwF stated that the Environmental Minister, Michael Goves said that the Government are thinking of turning AONB's into National Parks. He has discussed this issue with the Chiltern Society who are in favour. PwF said he thinks AONB's should be more protected and should try to get Special Protected Status. He said he has a useful summary which he will circulate to all. He said that we should try to get our AONB Protected Status. After discussion it was agreed to send a letter on this issue to our MP, PwF to draft this and send to everyone for agreement prior to KT sending.

5. **Community Led Plan** – PwF said the best safeguard is to have a Neighbourhood Plan which Swyncombe does not have. PwF said that a meeting was held with residents to have a CLP, but this did not go anywhere so he will be working on a document to give a picture of what we want our community to look like.

6. **SODC Local Plan** - KT to ask Anna Badcock for an update on the Local Plan

7. **Parish Portrait** – PwF has had some meetings with people on this and will start in earnest once he has finished his work on WW2. He said that the one constant in the last 1000 years is the Church and we should build the portrait around the Church which goes back to William the Conqueror. This area therefore must have been of great significance.

8. **Battle's Over** – PwF said that this will take place on Bix Common and he will send everyone the programme of this and KT will put on our website. He has volunteered some SPC Councillors to help with parking on the day, himself and PG. They are also looking for more volunteers to help. Lee Vockins may need help with lighting the beacon. EL said that her daughter has been sent a lovely

old photo and it was agreed that KT to get this framed and put up in the Pavilion. It was also agreed to get the Swyncombe Map framed.

**9. Remembrance Sunday – Road Closures, Plaque etc/**

It has been agreed to plant an oak and put up a plaque. Wording has been agreed to read **PUT IN** KT is organising some quotes in different materials for this. It was thought that we should also put up a plaque next to the Queens Jubilee tree. Wording to be agreed.

N Payne had given a quote for a 10ft oak and this was discussed. It was thought that there could be difficulties with watering etc and keeping such a large tree alive. EL will go back and ask for a quote for a 6ft tree as this would a lot easier to keep alive but will need regular watering. This to be agreed by email due to the time constraints. KT will organise the road closure for the 14<sup>th</sup> November for 10.55 to 11.05 and SF and PG will direct the traffic. There will the tree and plaque unveiling and then refreshments at the pavilion. EL has organised renting cups and saucers from the Village Hall at Russell's Water at a cost of £10. KT said that it would be good for someone to take some photos of the event that could be put in the Henley Standard and Parish News. PG said that we may need to consider putting up a gazebo as it could attract a lot of people. EL and PG to look into this.

**10. New pedestrian gate for the Cricket ground –** KT is obtaining some quotes for this and it was agreed that this be agreed by email when received so the works can be done prior to the Bonfire Party.

**11. Comet Shopping Bus –** PwF said that he has spoken to Jim McWhirter and this is doing well with 9-11 users per journey. There is one service per week either on a Tuesday or Thursday to different supermarkets. Jim McWhirter is doing a great job of co-ordinating this.

**12. Standing Orders –** Review needed. EL, PG and KT will arrange a meeting to review these.

**13. SODC Grants –** KT reported that the District Councillor Grant Fund is open to applications.

**14. Cycling Event –** September 2018 and 16<sup>th</sup>/17<sup>th</sup> June 2019 – We were hoping that someone from the Cricket Club and the Event Organisation would come tonight but have not. Some concerns were raised about the number of walkers which will coming to the Pavilion, about 500. KT will find out more information and send to Councillors.

52/18 Correspondence

**1. SODC -SODC** is exploring whether to take over on-street parking enforcement in the district. The council is contacting OCC which is responsible for formally applying for powers and then delegating civil parking enforcement responsibilities, to find out whether this could be possible. Councillors have also asked for work to be carried out to look at the business case involved in the district council taking over enforcement, including costs and projected income **This was noted.**

53/18 Date of Next Meeting

**Monday 5<sup>th</sup> December at RWVH –** KT to book

54/18 Other Matters for Discussion at the discretion of Chair

**Oxford to Cambridge Expressway –** KT to obtain an update on this.

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9PM**