



MINUTES OF THE MEETING OF THE SWYNCOMBE PARISH COUNCIL
Held at 7.30 pm on Monday 18th December 2017
In the Village Hall at Russell's Water

Present:

Councillors:

Elizabeth Longley (EL)
Peter Willis-Fleming (PwF)
Sam Fielden (SF)

Officer:

Kristina Tynan (KT)

Members of the Public:

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In Attendance:

Jim McWhirter

57/17 Apologies for absence
Tracey Taverner.

58/17 To receive Declarations of Interest
There were none notified.

59/17 Minutes of the Swyncombe Parish Council held on 12th September 2017 to be signed as a correct record
Resolved: That these minutes were a correct record of this meeting and that they be signed by the Chairman.

60/17 Matters arising from the Minutes/Previous Actions
1. **Play Equipment in Cricket Field** – KT still needs to look at having a safety inspection.

2. **Village Hall at Russells Water** - Adrian de Segundo is now the Chairman and Tracey Taverner is Vice-Chair.

61/17 Public Questions
There were none notified.

62/17 To receive Reports from:
1. **District Councillor**- Anna Badcock had sent her apologies for this meeting.

2. **County Councillor** – Steve Harrod had sent his apologies but Councillors have been sent his latest Monthly Report.

3. **Thames Valley Police** – There is a meeting set up with our PCSO, Janice Smith on the 15/1/2018.

4. **Cricket Club-** There was no report.

63/17 Financial Matters: To receive the Balance of Accounts and Budget Update and to approve the list of Payments

1. **To agree the Balance of Accounts and approve the list of Payments – KT**

Resolved: that these, as shown below are accepted.

Bank Balance 4/12/2017

Current Account	16521.50
Hi Interest Account	526.03
Total	17047.53

Breakdown

General Reserves	9262.86
Earmarked Reserves	7784.67

Total 17047.53

The following payments were agreed:

All payments shown are inclusive of VAT, where applicable:

14/9/2017	Jonathan’s Fireworks- Fireworks	£2040.00
21/9/2017	The Village Hall at Russells Water- Hire of Hall	£ 12.00
18/10/2017	Swyncombe Estates – Yearly Rent of Cricket Field	£ 100.00
18/10/2017	RBL – Wreath	£ 17.00
18/10/2017	BDO – External Audit	£ 36.00
18/10/2017	James Herbert Grass Cutting	£ 25.00
9/11/2017	Open Spaces Society –Annual Membership	£ 45.00
18/12/2017	N Payne –Tree Works	£1450.00
18/12/2017	K Tynan Quarter Salary	£ 289.77
18/12/2017	HMRC Tax and Ni	£ 72.40

2. **Budget Update 2017/2018-** KT gave out the following information:

Budget Information

SPC

INCOME

	BUDGET 2017/2018	ACTUAL to 7/12/2017
	£	
SODC Precept	5,773.00	5,773.00
Cricket Pavillion Rent	1,000.00	1,000.00
Grants		
	£6,773.00	£6,773.00

EXPENDITURE

Subscriptions (OALC & ORCC)	165.00	110.89
Insurance - SPC	178.00	177.64
- Cricket Club	412.00	411.15
Cricket Ground Maintenance	500.00	500.00
SODC Non-Business Rates - Cricket Pavilion	100.00	97.06
Cricket Ground Rent	100.00	100.00

Maintenance (Tree Works)	250.00	0.00
External Auditors Fees	100.00	36.00
Internal Audit	105.00	105.00
Grass Cutting/Gardening Green	200.00	125.00
Clerk Salary INCL ni/tax	1,436.19	724.34
HM Inland Revenue Employer Cont	105.00	0.00
Postage & Stationery	0.00	0.00
Remembrance Day/1st World War Comm	17.00	17.00
Meeting Hall Rental	30.00	24.00
Bus Shelter and Bench Improvements	0.00	0.00
Broadband Campaign/Domain Name	0.00	12.20
Comet Community Bus Service	240.00	180.00
PAT Testing		0.00
Miscellaneous (sign +open spaces Sub)	0.00	66.00
Contingency	2,834.81	
	£6,773.00	£2,686.28
SURPLUS/DEFICIT	£0.00	£4,086.72

Firework Fund

Ticket Sales	1,857.65	1,884.70
Fireworks	-1,500.00	-1,700.00
SURPLUS/DEFICIT (Underspend or Overspend)	357.65	184.70
	818.90	1,176.55
Balance C fwd	£1,176.55	£1,361.25

3. To agree Precept and Budget for 2018/2019

4. To approve and accept the report from the External Auditor BDO - One issue raised that the paper had not been prepared in accordance with legislation and had to be returned for amendment and that we need to ensure it is correctly prepared in future years.

Resolved: That the report from the External Auditor BDO is accepted and the issue raised was noted.

64/17. Planning Matters - EL

P17/S4141/HH (Householder) The Old Rectory Swyncombe RG9 6EA
Erection of a detached oak framed Woodstock garage.

As SF had declared a prejudicial interest in this application it was

Resolved: To defer this application and a decision to be made by email, by the 3 Councillors who can comment on this before the deadline of 8th January 2018.

Chears Farm

Chapel Cottage

65/17 Highway Issues SF

1. **Flooding** – SF said the problem is that OCC are not clearing out the drains regularly and he will contact OCC to do this.

2. **Traffic Calming Measures** – EL reported that the new signs on the Green look very good. OCC were supposed to mark out the chevrons on the 11th December but there has been some delay. Following the results from the Traffic Survey (27th October to 3rd November 2017) SF said that it is amazing how many cars use this road and has asked that a infra red monitor could be put up for a week. The peak times for useageon weekdays are 7am -8am in the mornings and 5pm-6pm in the evenings. Fridays show less traffic than on Monday to Thursdays. At weekends peaks are 11am-12 noon. Traffic counts are similar for both North and South directions. The average number of cars per day is 2000 with Thursday showing 2200. Speeding was not hugely in evidence. It was agreed to put in £100 for next years budget to do another survey in June 2018. It was agreed to ask to meet with Richard Bowman (OCC) to arrange a meeting – KT to do this.

3. Any Other issues

Potholes – It was noted that there are some very bad ones at the moment and it is hoped that these will be repaired by OCC soon.

Parish Transport Representative – To be put on the agenda for the next meeting.

66/17. General Issues E

1. **Trees** – EL said that these were looking very good but then when the snow came they needed some emergency work as branches had fallen onto residents drives and they could not get their cars out. We will need to consider some re-planting and EL has asked for some quotes to replace the two missing fir trees.

2. **Litterblitz**- This will start after the next meeting.

3. **Cycling**- The Chiltern Challenge have asked if they can use the cricket pavilion for an event. Peter Regent has been contacted regarding this.

4. **Bonfire Party** – This went very well and had record number of people attending.

5. **Comet Bus Service** –Dr Jim McWhirter (JM)

JM paid tribute to PWF to who we owe the credit to

JM stated that 18 months ago the Henley Handibus was replaced with Dial a Ride who took elderly residents, who had no access to public transport, shopping and helped them with this. We now have the OCC Comet Bus who once a week takes people shopping to Henley. This has been a huge success and averages 9 residents a week. A quote from one of the Comet drivers said ‘ They are such a great positive bunch’.

PWF expressed thanks to JM for all his administration work on this bus.

It was agreed that we pay our share of the Comet bus annually (£240.00) and not quarterly from now on to lessen the paperwork.

6. **Grant Submission to District Councillors Fund** – PwF said that he has passed this onto the relevant people at the Church but has not been given the information he requested. However the deadline for applications is tomorrow so unless he receives something by then it will be too late to submit an application.

7. **Transparency Grant Submission** – KT stated that she had been to an OALC drop in on this issue and that we have been advised to apply for this.

Resolved

7. Any Other Issues.

11. Risk Assessment Review for 2017/2018- JH
12. Standing Order Review for 2017/2018- JH
13. Parish Portrait – update PWF
14. Correspondence
15. Date of Next Meeting
16. Other Matters for Discussion at the discretion of Chair
To note any other matters raised by Members of the Council

Signed: Kristina Tynan - Swyncombe Parish Clerk
Date: 5/12/2017



Parishioners are always warmly welcomed and encouraged to attend