



**Minutes of the Annual Parish Meeting of the Swyncombe Parish Council  
Held at 7.30pm on Monday 22<sup>nd</sup> May 2017  
In the Village Hall at Russell's Water**

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**Present:**

**Councillors:**

Elizabeth Longley (EL)  
John Halls (JH)  
Tracey Taverner (TT)  
Sam Fielden (SF)

**Officer:**

Kristina Tynan (KT)

**Members of the Public:**

3

18/17 Apologies for absence

Peter Willis-Fleming.

Anna Badcock and Stephen Harrod had sent their apologies also.

19/17 Election of Chairman

John Halls proposed Elizabeth Longley and this was seconded by Tracey Taverner. There were no other nominations.

**Resolved:** That Elizabeth Longley be unanimously elected as Chairman.

20/17 To receive the Chairman's Declaration of Acceptance of Office

Elizabeth Longley signed the Declaration of Acceptance of Office

21/17 Chairman's Remarks

There were none.

22/17 Election of Vice-Chairman

John Halls said that he no longer wished to stand as Vice Chirm. This item was deferred to the September meeting.

23/17 To appoint areas of responsibilities to Councillors

**Areas of Responsibility as at April 2017**

**Elizabeth Longley** – Planning, Parish Assets (War Memorial, Bus Shelters, Noticeboards and Playground), Bonfire Party, Flytipping, Cleanliness Issues.

**John Halls** -, Legal Issues, Governance and Compliance - Code of Practice, Freedom of Information Act, Risk Assessment, Standing Orders

**Tracey Taverner** - Common Land and Easements Parish Parties, Reporting of Potholes.

**Peter Willis -Fleming** -Footpaths and Bridleways, Access Land, Representative for SODC/OCC Seminars, Cricket Club Liaison Officer, Neighbourhood Watch, Communications, Chilterns Society and Chilterns Conservation Board

**Sam Fielden** - Police Issues, Highways Issues, Transport

24/17 To receive Declarations of Interest

There were none notified.

25/17 Minutes of the Swyncombe Parish Council 6/3/2017 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.

26/17 Matters arising from the Minutes/Previous Actions

**Village Hall at Russell' Water** – EL and TT attended the meeting that was arranged to discuss the future of the hall. It was a very positive meeting and many people came forward to help inject some life into the committee and to help with the website, events etc. Watlington and Pishill with Stonor sent Councillors representatives also.

27/17 Connecting Oxfordshire

**Grass Cutting of verges etc** – OCC have now confirmed that they will do 3 cuts a year.

28/17 Financial Matters: To receive the Balance of Accounts and Budget Update and to approve the list of Payments

1. To receive the Balance of Accounts and Budget Update for 2016/2017

**Resolved:** that these, as shown below are accepted.

2. Budget 2017/2018 update

KT reported that she is currently working on the Audit and a budget update for this current year will be available for the September meeting.

Budget Information	YEAR END		All figures are net
	BUDGET	ACTUAL	
SPC	2016/2017	31/03/2017	
<b>INCOME</b>	£	£	
SODC Precept	5,533.00	5,533.00	
Cricket Pavilion Rent	1,000.00	1,000.00	
Grants	0.00	132.00	
	<b>£6,533.00</b>	<b>£6,665.00</b>	
<b>EXPENDITURE</b>			
Subscriptions (OALC & ORCC)	165.00	110.89	
Insurance - SPC	166.56	163.91	
- Cricket Club	388.64	382.45	
Cricket Ground Maintenance	500.00	549.39	
SODC Non-Business Rates - Cricket Pavilion	100.00	99.40	
Cricket Ground Rent	100.00	100.00	
Maintenance (Tree Works)	280.00	0.00	

External Auditors Fees	100.00	0.00
Internal Audit	110.00	105.00
Grass Cutting/Gardening Green	200.00	0.00
Clerk Salary INCL ni/tax	1,436.19	1,436.19
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	50.00	24.00
Bus Shelter and Bench Improvements	0.00	680.00
Broadband Campaign	162.50	0.00
Comet Community Bus Service		60.00
PAT Testing		123.29
Miscellaneous (sign +open spaces Sub)	0.00	87.25
Contingency	2,652.11	2,726.23
	<b>£6,533.00</b>	<b>£6,665.00</b>
<b>SURPLUS/DEFICIT</b>	<b>£0.00</b>	<b>£0.00</b>

#### Firework Fund

Ticket Sales	1,594.00	1,857.65
Fireworks	-1,500.00	-1,500.00
<b>SURPLUS/DEFICIT (Underspend or Overspend)</b>	<b>94.00</b>	<b>357.65</b>
Balance Bfwd	724.90	818.90
Balance Cfwd	<b>£818.90</b>	<b>£1,176.55</b>

<b>Earmarked Reserves as at 31/3/2017</b>		<b>Bank Balance 31/3/2017</b>	
	£	Current Account	12799.15
		Hi Interest Account	525.98
Pavilion Maintenance	600.00	<b>Total</b>	<b>13325.13</b>
War Memorial Repairs	500.00		
Misc Tree Works etc	1820.00	<b>Breakdown</b>	
Pavilion Works	2000.00	General Reserves	6903.58
Firework Fund	1176.55	Earmarked Reserves	6421.55
Broadband	325.00		
	<b>6421.55</b>	<b>Total</b>	<b>13325.13</b>

### 3. To approve the list of Payments

**Resolved:** That the payments shown below be settled.

OALC – Annual Subscription-	£133.07
OCC – Comet Bus – Quarterly Payment	£ 60.00
James Herbert –Grass Cutting	£ 25.00
	<b>£218.07</b>

### 29/17 Insurance Review – We are on our third year of a 3 year fixed term.

**Resolved:** That we continue with Came and Company as our Insurers. KT to see if we can extend our period for another 2 years at the same price.

### 30/17 Planning Matters - JH

**Priors Wood Cottage, Park Corner** – The gate at this property has been enlarged. Our objection to this application were not accepted.

### **S17/S1319 Marigay Russells Water**

Demolition of the existing dwelling and garage and erection of a replacement 5-bedroom two-storey dwelling and detached garage (application site area reduced to exclude part of access outside ownership, triangular dormer added to roof plans and tree protection extended as shown on corrected plans received 18th May 2017, and as amplified by amended Tree Protection Plan received 30 May 2017).

#### **OBJECTION - UNANIMOUS**

- 1. The proposed replacement dwelling is nearly 3 times the footprint of the existing bungalow and the site is outside the settlement area of Russells Water.**
- 2. The ridge height of the proposed replacement dwelling is 2.4m higher than the existing building and given that the site is in a prominent and elevated position.**
- 3. The size of this proposed replacement dwelling would not develop or conserve the AONB as it would be highly visible from a good distance given the site position.**
- 4. The impact on Whistling Cottage is large given the size and height of the proposed replacement dwelling and the fact that it would have several large first floor windows overlooking the rear and gardens of Whistling Cottage. We find this unneighbourly. In conclusion we would ask you to reject the above planning application for the reasons given. We hope that you will enforce the following Policies C1, C2, C4, H3 and H12.**

### **P17/S1668 9 Russells Water**

To replace existing large shed within rear garden, with a new cedar clad Garden Room, for domestic use as an office and gym.

SPC had been alerted to this application by Pishill with Stonor Parish Council as it near the Swyncombe Parish Boundary.

**SPC agreed to make no comments on this application.**

### **31/17 Highway Issues SF**

**Flood Issue at Cookley Green** –SF reported that this road has been very flooded following all the rain. OCC did come to investigate and suggested that we put up ‘Road Flooded’ signs when this occurs.

### **32/17 SODC Consultation on Second Preferred Options – to agree the SPC response on this.**

Discussion took place on this and EL was delegated to give our response. It was agreed that our main issue for Swyncombe is how the extra traffic on the B481 would affect our parish.

### **33/17 General Issues EL/JW**

**1. Trees** – A resident had offered us a Lebanese Cedar. After discussion it was agreed that we would decline this offer.

**2. Litterblitz** – No discussion on this item.

**3. Bonfire Party – Will be held on Saturday 4<sup>th</sup> November 2017. Ed Warner has asked that SPC purchase the fireworks for this event and this will be refunded from Ticket Sales.**

**Resolved:** That SPC purchase the Fireworks prior to the tickets being sold. The Clerk will inform our Insurance Company of this event. It was noted that the Firework Account has ££1176.55 at present.

**4. Broadband** – EL stated that she had sent an email out a few days ago giving an update on broadband to residents and Councillors.

With regards to the two cabinets still to be installed, the team at OCC have confirmed to Suzanne that: The Swyncombe structure hit a high cost cabinet review in February and has been sent back to BT for a redesign to bring costs down. That will impact delivery so current estimate is now December 17. Cookley Green will be served by a new structure known as Nettlebed P5. Nettlebed P5 is currently anticipated complete by the end of June 2017. There is still the option to go through

Village Networks and residents can contact them if they want to be connected to broadband via them. Park Corner has a BT fibre connection. It is up to residents whether they use BT or Village Networks. It is £350 to set up with a running cost of £40 per month. There are grants available for £350 per household and residents can apply via Village Networks. Christie Miller can be asked as to what nodes are required. JH said that SPC could potentially look at giving some money for nodes, KT stated that the Council could not give grants to individuals and any funding given for nodes would need to be a Section 137 payment.

5. **Parish Portrait** – On-going

6. **OALC Transparency Grant** – EL and KT had looked into this and there is a grant available to set up a website if the Parish Council does not have one. As SPC does it was agreed to not apply for a grant from this fund.

7. **Comet Shopping Bus** - This service is going well.

8. **Unitary Authority** – This was discussed at Annual Parish Meeting which took place prior to this one.

34/17 Correspondence

There was no correspondence that needed discussion.

35/17 Date of Next Meeting

Monday 11<sup>th</sup> September 2017 at 7.30pm at the Village Hall at Russell's Water.

36/17 Other Matters for Discussion at the discretion of Chair

**Horseshoe Cottage, Swyncombe** – Pishill with Stonor Parish Council had contacted us about this property who have put up a gate over common land and the Stonor Estate are dealing with this matter.

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 8.35PM**