

FULL COUNCIL

Minutes of the meeting of the Full Council held on Monday, 14 May 2007

Present Chairman: S Tilbey
 Cllrs: PJ Adams, M Bird, J Capel, M Cole, Mrs S Collins,
 P Davies, Mrs H Evans, Mrs J Foster, Mrs M Hammon, Ms L Hazell,
 M Hewitt, Mrs J Horwood, D Pepler, Mrs P Plant, B Slater, M Taylor
 and P Wallis.

Also Present: Three members of the public.
 PCSO M Dobson of Thames Valley Police.

Officers: Mrs Janet Holmes and Mrs Jacqui Mansford.

ACTION

The retiring Chairman, Cllr S Tilbey chaired the meeting for item1

1. Election of Chairman for the Council Year 2007/8

Cllr Shorne Tilbey,
Proposed by Cllr Ms Lin Hazell,
Seconded by Cllr Peter Adams

There being no other nominations. Cllr Shorne Tilbey was duly elected as Chairman for the Council Year 2007/8 and signed the Declaration of Acceptance of Office.

2. Declaration of Acceptance of Office of Councillors

It was noted that all councillors had completed their Register of Member's Interests and Declaration of Acceptance of Office.

3. Apologies for Absence

Apologies were received from Councillor Mrs C Binns and County Councillor Mr P Smith.

4. Declarations of interest

Members were asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

5. Election of Vice Chairman for the Council Year 2007/8

Cllr Michael Cole,
Proposed by Cllr Shorne Tilbey,
Seconded by Cllr Perry Davies

There being no other nominations. Cllr Michael Cole was duly elected as Vice Chairman for the Council Year 2006/7.

6. Public Forum

Three members of the public were present.
Mr Paul Sherriff urged the new council to look carefully at the cost of refurbishing the building as opposed to erecting a new building. He asked if a date for the agreed public meeting had been set.

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Mr Geoff Barnes expressed concern that the concert band would be unable to use the premises after 26 July. The Clerk reassured him that there were no plans to close the halls to users from that date. All hall users would be given as much time as possible when work was due to commence.

Ms Gill Knowles expressed concern at the lack of a controlled crossing in the High St and the bad sight lines for drivers leaving Penn House caused by inconsiderate parking. The Chairman agreed to pass these comments to the County Council

7. **To note councillor's attendances for the last council cycle – Appendix A**

The information was noted. Congratulations were passed to Cllr Pepler for his 100% attendance at meetings.

8. **To appoint members to serve on the following committees.**

The terms of reference state that there should be a minimum of 5 and a maximum of 10 members on each committee. This may include the Chairman and/or Vice Chairman of the Council. Both Chairman and Vice Chairman can elect to be voting or non voting members of any committee The timing of each committee will be decided at the first meeting of that committee

Proposed by Cllr Lin Hazell, seconded by Cllr Mark Taylor

AGREED that the committee membership be as set out below.

a. Finance and General Purpose Committee

Cllrs Peter Adams, Catherine Binns, John Capel, Michael Cole, Perry Davies, Judith Foster, Lin Hazell, Marcus Hewitt, Mark Taylor and Shorne Tilbey [10]

b. Halls Committee

Cllrs Peter Adams, Michael Cole, Perry Davies, Bob Slater, Mark Taylor and Shorne Tilbey. [6]

c. Recreation and Amenities Committee

Cllrs John Capel, Shelley Collins, Hilary Evans, Judith Foster, Marie Hammon, Lin Hazell, Marcus Hewitt, David Pepler, Shorne Tilbey and Paul Wallis. [10]

d. Planning Committee

Cllrs Matt Bird, Hilary Evans, Marie Hammon, Marcus Hewitt, Jean Horwood Penny Plant and Bob Slater. [7]

The meetings of the Finance and General Purpose Committee, the Recreation and Amenities Committee and the Planning Committee will take place as per the agreed schedule. The Halls Committee agreed upon the need to meet more often, being required to respond to information received and agree action to be taken.

9. **Minutes of the Full Council**

Full Council Meetings held on 5 March 2007 part 1 and part 2

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Proposed by Cllr Hazell, seconded by Cllr Cole,

AGREED that after amending the following items, the minutes be signed as a true record

Minute 322 to read

Cllr Hazell declared an interest in item 324 as she is a member of the Buckingham County Council Cabinet and had participated in the discussion process for the future of Burnham library.

Minute 328 last paragraph to read

Cllr Mrs Foster informed the meeting that a great deal of financial support had been received from Burnham based charitable organisations and others

Full Council Meeting held on 23 April 2007

Proposed by Cllr Mrs Foster, seconded by Cllr Mrs Horwood,

AGREED that after amending the following item, the minutes be signed as a true record

Minute 376 / 4 to read

Ensure that some form of photo id and utility bill is provided when cash payments are made.

10. Matters Arising from the Minutes [not included on the agenda]

None

11. Chairman's Communications

The Chairman congratulated the work of a Burnham resident, Mr Andrew Stratheed on his campaign to keep Burnham Library open. As a result of his hard work the library will remain open on Thursdays. It is anticipated that a Burnham Library User Group will be set up the near future.

12. To discuss the result of the public meeting held on 9 March 2007 and to decide what course of action the Parish Council should take

Cllr Tilbey had agreed at the public meeting on 9 March 2007 to obtain further information regarding the cost of a possible refurbishment as opposed to a complete rebuild of the halls and present the information to another public meeting. Discussions stopped whilst the elections for new councilors took place.

It was noted that the previous council had delegated the decision making for the Hall's future to the Halls Committee. It is unlikely that any community hall could make a profit, any hall would need to be supported either via the precept or income from a commercial partner. Discussions are still taking place with Kino cinemas as a possible partner

The Halls Committee need to decide

- a. What the community now needs [it was noted that the needs had changed over the last 4 years since discussions commenced]
- b. The advantages and disadvantages of the two costings

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c. Agree forward action

It would take 6/8 weeks to discuss and agree action, then follow the cycle of discussions with QS, architects drawings and planning application.

The meeting agreed upon the necessity of keeping the public up to date

13. District Council Report

It was noted that District Councillors would agree amongst themselves BEFORE the meeting who would give the Council report

14. County Council Report

Cllr Hazell also praised Mr Strathdee for his work in keeping the library open. She informed the meeting that although the government had not yet commented on the joint pathfinder arrangements and a decision was not expected until July/August, the District and County Council were working together as if the scheme was in force.

15. To receive the minutes of the Parish Council's committees

The retiring committee Chairmen presented the committee minutes for the last council cycle

A) Cllr Slater presented the minutes of the Halls Committee
26 February 2007 Minutes 311-319 Pages 1-2

RESOLVED that the report be adopted

B) Cllr Pepler presented the minutes of the Recreation and Amenities Committee
19 March 2007 Minutes 345-353 Pages 10-12

RESOLVED that the report be adopted

Cllr Pepler reported that the Trustees of the Hag Hill Trust has met and would be having a further meeting in June when representatives of all three parishes would be present

C) Cllr Capel presented the minutes of the Staffing Sub Committee
12 April 2007 Minutes 362- 366 Pages 15-16

RESOLVED that the report be adopted

D) Cllr Cole presented the minutes of the Planning Committees
12 March 2007 Minutes 336 –344 Pages 8/9
2 April 2007 Minutes 354 - 361 Pages13/14
23 April 2007 Minutes 367 – 374 Pages 17/18

RESOLVED that the reports be adopted

Cllr Cole highlighted minute 370. The Planning Committee had received a visit from the District Council conservation officer. The whole of the High St is a conservation area and the colour scheme of two properties in the High St was of concern to the committee. Cllr Cole urged the new planning committee to request that Regulation 4 be implemented for the new district local plan. He pointed out that the District would not undertake this action willingly as there were cost implications

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Cllr Capel requested that when the minutes are offered for approval, the word "partition" be amended to "petition" in minute 370.

12. To accept the recommendation of the Staffing Sub Committee to agree a Parish Council Maternity Policy See Appendix B

Proposed by Cllr Capel, seconded by Cllr Hazell
AGREED that the Council adopt the Maternity Policy

13. Finance Report

1. To receive a list of payments made from 1 April 2007 to 30 April 2007. Appendix C

Payments received and accepted

2. To note the balances in the Council's accounts for the period ended 31 March 2007

NAT WEST Bank	£ 46,656.24
LLOYDS Bank	£ 12,132.07
NEWBURY Building Society 1	£ 408,548.39
NEWBURY Building Society 2	£ 59,471.19
CONSOLIDATED LOAN STOCK	£ 417.74
PETTY CASH	£ 100.00
	<u>£527,325.63</u>

Information noted

3. To note that UHY Hacker Young has been appointed as the External Auditor for Burnham Parish Council for the year 2007/8 [appointed by the Audit Commission]

Information noted

4. To agree the appointment of Haines Watts as the Internal Auditor for Burnham Parish Council for the year 2007/8

Appointment AGREED

5. To appoint RBS to assist with the end of year returns, if necessary, for the year 2007/8

AGREED that the Clerk liaise with the Council Chairman or the Chairman of Finance and General Purpose Committee prior to requesting assistance

6. To receive the information from the Audit Commission. Appendix C

The date for the Parish Council Audit has been set for 31 August 2007. The Parish Council's accounts will be offered for approval at the Full Council meeting in July.

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The Auditor has requested that

- a. all members are provided with a copy of the formal notification letter and details on the practical points

The information was distributed to all councillors

- b. all Parish Councils review the effectiveness of their internal audit system.

The information is noted. A review of internal audit systems was partly undertaken during the last year when changes were made to the finance package. To be further discussed at a meeting of the Finance and General Purpose Committee

14. To appoint representatives on other bodies

- a. Burnham Community Association [2]

Cllr Bob Slater appointed.

- b. Burnham Youth Centre Management Committee [1]

Cllr David Pepler appointed

- c. Hitcham Poor's Land Charity [3]

Existing representatives of Cllrs Mrs Hilary Evans, Judith Foster were reaffirmed. An additional representative to be appointed at the first meeting

- d. Burnham Consolidated Charities/Elizabeth Cox Clothing Charity, etc.[1]

Cllr David Pepler appointed plus Dr Louise Watson was supported by the Parish Council as a representative

- e. South Bucks Joint Local Committee [1 plus deputy]

Cllr Bob Slater appointed as representative

- f. South Bucks Association of Local Councils.[up to 5 members]

Cllrs Matt Bird and Marcus Hewitt appointed

- g CPRE (Penn Branch)

Cllr Michael Cole appointed

- h. Hitcham Hag Hill Trust

Cllrs Bob Slater and David Pepler appointed

15. Reports from Outside Bodies

To receive verbal reports, for information, from councillors serving on outside bodies.

Burnham Youth Centre

Cllr Pepler reported that he had attended a meeting of the Youth Centre Management Committee. Quotes are currently being obtained to replace the heating system.

The new Youth Leader starts in June and the 2 out reach workers are still in place. Numbers of attendees have been dropping but they hope to re open the Friday club

CPRE

Cllr Cole reported that on the provisions of the Barker Report. A letter to CPRE from Yvette Baker, the Minister for housing and Planning included

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“ with regard toconcerns about green belt land, the government has made clear we believe strongly in the key principles of the green belt. There remains a presumption against inappropriate development in the green belt and I would like to make clear that the Government has no intention of weakening this high level of protection”

16. Information items

- a. Bucks CC is seeking people to become members of their Independent Education Appeals Panels.
- b. The Parish Council is informed by South Bucks District Council that Burnham High St will be closed on Thursday 6 December from 5 pm – 9 pm
- c. The Parish Council has received the Waste Development Plan – preferred options consultation. Councillors are invited to attend meetings at one of the following venues
 - 22 May 6 pm Gatehouse Close, Aylesbury
 - 23 May 6 pm St Mary’s St High Wycombe
 - 1 June 11 am Friars Croft Way. Aylesbury
 - 8 June 11 am Green St, High Wycombe
 - 15 June 11 am Beales Hotel, Ring Rd, south Buckingham
 - 22 June 11 am Fitzwilliam Centre Beaconsfield
- d. Bucks CC has extended the time scale for work on the railway bridge at Lent Rise Rd. Further works will take place on 20 May 2007 overnight.
- e. Crossrail Project Bulletin B – revised proposals are available for inspection at Gunnery House, Royal Arsenal, London.
- f. Mr D Grieves, MP has taken up the case of residents parking on the grass verges outside Lent Rise School. He has urged the County Council to consider placing bollards on that land. Councillors acknowledged that there had been problems with parking in this area for some time. The Clerk to write to Bucks County Council and Mr Grieves MP supporting the scheme.
- g. Bucks CC is proposing to reorganise their registration service in July to remove the boundary between two offices to create one large district called Buckinghamshire Registration Service.
- h. PCSO Michael Dobson from Thames Valley Police asked councillors to support the new Neighbourhood Action Groups and was available at the end of the meeting to explain more fully to any interested persons.

Available in the office

- A copy of The South Bucks Joint Local Committee Minutes
- Getting Closer to Communities

There being no other business the meeting closed at 9.45