

HARDWICK PARISH COUNCIL
CLERK TO THE COUNCIL MRS ANN-MARIE DAVIES

Minutes of the Annual Parish Meeting of Hardwick Parish Council on Tuesday 9 May 2017 at 7pm in the John Bridles Hall

Present: Chairman Richard Blacklock
Councillor Amanda Tofield
Councillor Trevor Bowman-Shaw
Councillor Carol Wright

County Councillor Netta Glover
District Councillor Ashley Bond
Plus 4 residents

1. **To note apologies for absence:** Apologies were received from Vice Chairman Garth Bickerton and Sue Hoskins.
2. **To receive a report from the Chair of the Parish Council** – Chairman Richard Blacklock updated the group on the Parish Council last year's work, challenges and achievements. He reported that the grass cutting contract, despite a hiccup at the beginning, was working very well. He would instruct the Contractor on behalf of the Council to undertake some spraying to the weeds very shortly. He thanked Councillor Amanda Tofield for leading on the Spring Bulb planting. All agreed that it should be more of a planned exercise this year as there had been a few surprise sproutings all around the village! He referred to how the Parish Council had spent residents' precept and made particular mention to the new kerbing in the village along with the new Children's Play area which was part funded from a £6k grant from the Community Chest. He noted the roads in the village had seen deterioration over the past year and assured all present that the Clerk was in constant dialogue with TFB and would continue to do so to try and get some works organised this year. He said that financially the Council was in a reasonable state and that it had about £3k to look to spend on capital projects over the next year.
3. **To receive reports from other Village Organisations** – Gill Hogarth gave a verbal update to the group on the HVA activities over the past year. Their AGM had been held in the previous month where they reported that successful events e.g. Brunch, Open Gardens, Horticultural Show had paid for repairs and refurbishment to the windows in the St John Bridles Hall. They hoped to be able to do further works to replace panes later on in the year. Chairman Richard Blacklock paid tribute to the work the HVA do to build on the community spirit in the village and thanked Gill for her update.

At this point the Chairman invited Netta Glover to update the group as she had further meetings elsewhere to attend. The Report is attached to these minutes for reference.
4. **To agree the date of the next meeting** – Date of next meeting planned for 8 May 2018.

Signed:

Date

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Present: Chairman Richard Blacklock

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Councillor Amanda Tofield
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1. **Election of the Chairman of the Council** and to receive the Chairman's declaration of acceptance of office or, if not then received, to decide when it shall be received - Councillor Trevor Bowman-Shaw nominated Councillor Blacklock as Chairman. This was seconded by Councillor Amanda Tofield. There were no other nominations. Councillor Blacklock signed his declaration of acceptance of office as Chairman for the forthcoming year.
2. **To elect a Vice Chairman of the Council and to receive the Chairman's declaration of acceptance of office or, if not then received, to decide when it shall be received –** Although he was absent from the meeting, Vice Chairman Garth Bickerton had indicated he would still like to continue as Vice Chairman. To this end, Chairman Richard Blacklock nominated Councillor Garth Bickerton as Vice Chairman. This was seconded by Councillor Trevor Bowman-Shaw. There were no other nominations. Chairman Richard Blacklock took away the Declaration of Acceptance of Office for Councillor Bickerton to sign at a later date and forward to the Clerk.
3. **To receive apologies for absence** - Apologies were received from Vice Chairman Garth Bickerton and Sue Hoskins.
4. **Declaration of interest** in items on the agenda: to declare any interests and agree any dispensation requests – Councillor Amanda Tofield declared an interest in Planning item 15 on the agenda.
5. **Open Forum:** A resident referred to item 18.d on the agenda and stated that he did not believe precept should be spent in this way. The Chairman thanked him for his comment and said it would be taken into consideration when discussed. He also reported leaking water by Manor House Farm – The Clerk would contact the Local Area Technician to report. **ACTION: AMD**

Another resident indicated that parking was becoming a real issue in the village. At times to try and enter or exit the area of parking by the small green was really difficult due to badly parked cars, either from the playgroup, or residents in the village. The Chairman thanked her for her input and said it would be discussed formally later on in the agenda under Highways.

The Parish Council was also asked to update the group on the latest position to obtain Broadband in the village. The Chairman said he was aware of a company called Rapid Rural which had made an approach to the Church and residents in the village. He assured the resident that the Parish Council were still in talks with AV Broadband too and the Clerk would be asked to seek a further update from them. **ACTION: AMD**

6. **To agree the minutes** of the last meeting held on Tuesday 14 March 2017 – The minutes were agreed and signed as a correct record.
7. **To update on matters arising** – Councillor Carol Wright was unhappy with the decision taken at the previous meeting which was to not provide more detailed information in relation to the monthly accounts prepared by the Clerk. After lengthy discussion the Chairman agreed that he and the Clerk would look into the matter.

**ACTION: RB/
AMD**

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The noticeboard had still not changed position following the decision taken at the last meeting to remove it from facing the main road. The Chairman apologised and said it would take more than one person to move it. Colin Creed from the audience agreed to help. **ACTION: RB**

The Chairman reported that the new sign to the play area indicating children should be supervised by an adult was now in situ.

Councillor Amanda Tofield had investigated stickers that could be purchased by the Parish Council for use by residents in the village their refuse bins. After discussion the Council resolved to order stickers which read 'Please slow down in our village.' Councillor Amanda Tofield would order and the Clerk would provide paper to her to use. **ACTION: AMD/AT**

8. **To review and confirm the Standing Orders** - Standing orders previously circulated were agreed and adopted by all Councillors.
9. **To review and confirm the Complaints Procedure** - The Complaints Procedure previously circulated was agreed and adopted by all Councillors for the forthcoming year.
10. **To review and confirm the Councillor and Officer Protocols** – The Councillor and Officer Protocols previously circulated were agreed and adopted by all Councillors for the forthcoming year.
11. **To appoint representatives to outside bodies** – As in the previous year, Councillor Amanda Tofield would continue to represent the link between the HVA and the Parish Council and Councillor Carol Wright would continue to be the link between the Council and the Church.
12. **To appoint committee/working groups** – Councillor Amanda Tofield agreed to continue her attendance at the NBPPC.
13. **To receive updates** from Bucks County Council and AVDC Councillors – District Councillor Ashley Bond gave a verbal update to the group on behalf of AVDC.
14. **To consider correspondence and other communication received since the last meeting.**

- a) To discuss Parish Plan Questionnaire

The group looked at the questionnaire prepared by Vice Chairman Garth Bickerton and thanks were offered to him for all the work he had put into producing such a worthwhile document.

Councillor Bowman-Shaw asked for 'Rubbish Collection' to be added to the 'Bins' listed at number 3 where we asked on the adequacy of existing facilities in the village. Councillor Amanda Tofield had further enhanced the design of the questionnaire and also included photographs. She agreed to add 'Rubbish Collection' to the list and would send all questionnaires out to residents at the end of May with a return date by the end of June. She would send by email also where possible. **ACTION: AT**

The Chairman thanked Councillor Tofield for her input on this project and also for the booklet she had prepared for her attendance at AVDC for the Community Chest award the Parish Council had received.

15. **Planning:** To discuss planning applications and make recommendation, and to include those planning applications received after this agenda is published, if urgent:

17/012404/APP – Langland View, 3 Old Chapel Yard, Hardwick, Bucks, HP22 4EN – Single Storey side extension – Councillors resolved to offer NO OBJECTIONS to this planning application. The Clerk would notify AVDC. **ACTION: AMD**

16. **Highways, Footpaths and Footways**

- a) To report and update on issues and repairs

HARDWICK PARISH COUNCIL

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Councillors were still unhappy about the dip in the carriageway to the outside of Hardwick Place. The Clerk was asked to request a walk round with the Local Area Technician so that matters such as this dip could be discussed on site. The Clerk would contact the Technician to arrange. **ACTION: AMD**

The sign Church Path had still not been fixed. The Clerk would contact the District Council once again to chase. **ACTION: AMD**

The difficulties of the school bus moving through the village due to cars parked on the roadside was discussed. The Chairman had witnessed the Supervisor of the bus relating his frustration at trying to reach the children pick up point. Councillors agreed that the Clerk would write to all residents bordering the large green asking for their assistance in helping the bus to travel unhindered through the village. **ACTION: AMD**

The sporadic emptying of the litter bins by AVDC continued to be a problem. As did the misuse of the bins by some people who were clearly using them to dispose of their personal waste. The Clerk was asked to contact AVDC with a further complaint. **ACTION: AMD**

Councillor Carol Wright referred to the amount of litter present in the village. She agreed to organise a litter pick towards the end of May in preparation for the judging of the Bucks Best Village which would take place throughout June and early July. **ACTION: CW**

- b) To receive Councillors views on the kerbing to the mini roundabout
After consideration Councillors resolved to not carry out any further works to the mini roundabout.

17. Street lighting

- a) To report and update on issues and repairs – None reported.

18. Finance

- a) To agree the accounts for the year ending March 2017 - The accounts were agreed as a correct record. Councillor Wright raised the matter of the Clerks spreadsheets. She questioned why some totals appeared to have been omitted and yet still balanced. The Clerk would check. **ACTION: AMD**
- b) To sign off Sections 1 & 2 of the Annual Audit Return for 2016/17 - the Clerk referred to the previously circulated year end bank reconciliation and the Clerk and Chairman signed off Section 1 and then Section 2 of the Annual Return for 2016/17. The Clerk would return to the External Auditors Mazars for verification and display in accordance with legislative requirements.
- c) To draw cheques

The Council resolved to draw the following cheques:

Aylesbury Mains Ltd	chq 588	£45.24
Ann-Marie Davies	chq 589	£487.30
NBPPC	chq 590	£20.00
BALC	chq 591	£62.51
Garden Master	chq 592	£880.00
AVALC	chq 593	£20.00
Came & Co	chq 594	£366.87
Came & Co	chq 595	£25.00
Safe & Sound	chq 596	£14,400.00
Sign Wizzard	chq 597	£305.96
Hardwick PCC	chq 598	£175.00

- d) To consider making a donation to the Helen & Douglas House charity

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CLERK TO THE COUNCIL MRS ANN-MARIE DAVIES

Councillors were not happy to make a donation on the information provided. The Clerk was asked to look into where the nearest shop to Hardwick was situated and asked to put it on the July agenda for further consideration. **ACTION: AMD**

- e) To consider making a donation to the Church towards the upkeep of the Church yard
Councillor Wright put a proposal to the Parish Council asking them to make a donation to the upkeep of the church yard. Councillors agreed to donate £175 and the Clerk raised a cheque (see details shown above).

19. To report on meetings attended on behalf of the Parish Council

- a) Winslow Local Area Forum – No meeting held.

20. **Website Updates** – The Clerk would forward agreed minutes to Website administrator as previously agreed.

21. **To agree the date of the next meeting – Please note** the next meeting would be the third Tuesday in the month – held on 18 July 2017 at 7pm in the St John Bridles Hall instead of the second due to Councillor availability.

Councillor Wright asked for a new schedule of meetings for the year be produced and circulated to all Councillors.

ACTION: AMD

Signed:

Date