

Minutes of the PARISH COUNCIL meeting

Held on Monday 13th June 2016 at 7.45pm in the Parish Council Office, Denham

Cllrs.	Mrs T Riley (Acting Chairman)	Miss S Jefferys
	Mrs M Heath	Dr J Newby
	Mr A Hans	# Mr G Hollis
	# Mrs K Bowen	Mrs S Williams
	Mr W Davey	Mr S Sproul
	# Mrs M Skelton	# Mr A Pamment

Clerk.	Mr J Coleman
Co-Clerk	Mr R Hill

Public Session

There were no members of the press or public present.

1. Apologies for Absence
Denoted by # above
2. Notification of any Urgent Other Business to be taken under item 22
The Chairman requested that the Parish Councils solicitors be discussed under item 22, any other business.
3. Agreement to Approve Part 2 Full Council minutes in **Part 2**
Agreed by the members.
4. Matters under Urgent Action since Last Meeting (11th April 2016)
Following Cllr. Harding's resignation from the Parish Council, a Casual Vacancy notice had been displayed on all noticeboards for the required period. The Chairman advised the meeting that the Parish Council is now short of three members. Cllr. Riley had a contact that could be interested and will follow it up.
5. Chairman's Report
The Chairman had attended the latest SBALC meeting and had raised the issue of short term parking in Gerrards Cross. Streets with yellow lines are on the increase and the local car parks are full due to the increased costs of parking at the station. Gerrards Cross Town Council will put this item on the agenda and invite SBDC to respond.

A second meeting had taken place with Denham Cricket Club (DCC) to discuss their lease renewal. The meeting had been productive and DCC are reverting back to their main committee to discuss further.

The Chairman and Cllr. Skelton had attended a unitary meeting at SBDC that had not met expectations. The attendees had been asked to categorise various items along the lines of 'does well' 'does ok' and 'could do better' in relation to services provided by BCC and SBDC. It was noticed that the group table hosting Chiltern Councillors put most items under 'does well' whilst we all went for 'could do better'

The Chairman had not attended the latest Village Hall Management Committee meeting due to other commitments.

6. Reports from County Councillor

County Cllr. Roger Reed (RR) attended the meeting and gave the following report:

Following the recent resurfacing of the A412 road, it was noticed that the laybys had been missed by the contractors; BCC TfB are awaiting confirmation from TfB to rectify this issue. At the same time as the resurfacing had taken place, some gullies had been cleaned, however there remains several flooding issues for which RR is seeking resolution which remains a significant problem.

RR added that A 412 had been the second major capital Highways works expenditure carried out in Denham in the past two years. There had been a significant number of pothole repairs done and urged members to report potholes to TfB and obtain a reference number.

RR advised the meeting that BCC have agreed to develop a single Unitary Council business case based on the Buckinghamshire boundary. All four District Councils (DC's) had been invited to participate, however SBDC had declined to respond to a letter sent them by the Leader of BCC. BCC are currently developing a business case which will be submitted to the Secretary of State for DCLG with or without the support from DC's, because the benefits to residents from a single Unitary replacing County and District councils were so significant.

Several Counties including Cornwall, Oxford and Kent have already become Unitary Councils. RR explained that the preferred size for a Unitary Council is a population of between 300,000 and 700,000 inhabitants; Buckinghamshire's population is around 500,000 inhabitants. If SBDC and Chiltern DC wished to pursue a separate Unitary Council route, it would be unlikely to be successful as the combined population is only around 165,000 inhabitants, and the financial savings would be significantly lower than for a single Unitary.

Areas being looked at are value for money, cost savings, improved services and stronger governance. A small Member working group has been set up by BCC to manage the Unitary Business Case, consisting of two Members from each of the four District Council areas within Buckinghamshire (Aylesbury Vale, Wycombe, South Bucks and Chiltern), plus BCC Leader and Cabinet members. The plan is to deliver the Business Case to the Secretary of State before May 2017. RR stressed that it is early days and much consultation will take place which will include Parish Councils. Clearly centralising planning across the County would not be appropriate; LB Hillingdon for instance has four local planning committees. However RR advised that planning obviously requires specialist planning expertise.

An important issue is delivery of services; this would likely mean further services being devolved to be managed locally by town and parish councils.

RR agreed to keep Denham Parish Council informed as much as possible and stated that DPC will be consulted and have the opportunity to input to the Business Case. The final decision will rest with the Secretary of State for DCLG.

7. Reports from District Councillors
No responses or reports submitted.

8. Reports from Outside Bodies

The Minutes of the SBALC meeting held on the 2nd June 2016 were available for members to view at the meeting.

The minutes of the Denham Aerodrome Consultative Committee meeting held on the 9th March 2016 were available for members to view at the meeting.

9. Correspondence List

No requests for correspondence had been received by the Clerk.

10. Neighbourhood Plan

Two case studies (Drayton in Oxfordshire and Much Wenlock in Shropshire) had been distributed to members prior to the meeting. The Chairman to speak to County Councillor Reed on how best to manage the process. The Neighbourhood Plan is necessary to protect your area and there is a strong case do one. It does involve a lot of work, however much of this can be done by consultants. The Chairman stressed the need to get residents interested and gain support for producing the plan. All residents must be consulted before commencing work on the plan and local meetings will need to be held in each of our communities. It was suggested that initial contact be made by email to ascertain if there is broad support from residents for the plan. The Chairman asked if any members know of any person who can help with the plan, please contact the Clerk. The Chairman also urged members to visit the various websites listed on the case studies in order to gain a better understanding of the process. Any ideas from members to be channelled back to the Clerk.

11. HS2

The following correspondence has been received since the last meeting.

0270/16 HS2 Systems and Procurement Team. Body responsible for promoting responses.
0310/16 HS2Select committee hearings.
0403/16 J Williams, resident. Copied on note confirming support for the Stop HS2 case to be heard in the House of Lords.
0432/16 J Williams, resident. Call for support to oppose HS2.
0451/16 HS2 Action Alliance. Request for support to oppose HS2.
0476/16 BCC HS2 Blueprint. HS2 update on Select Committee visiting North Bucks.

The Denham Parish Council's (DPC's) HS2 Petition to the House of Lords Select Committee has been accepted for discussion. The Parish Council will be called before the Select Committee at a date to be agreed.

An email had been received from Frank Partridge (Denham against HS2) regarding a meeting held at short notice at Savay Farm. Dominic Grieve MP is representing the owner of Savay Farm at the Lords Select Committee hearing. The Co-Clerk advised the meeting that DPC's case will be heard by the Select Committee, however the process of hearings has been delayed by the high number of *Locus Standii* cases that are still being heard. The Co-Clerk to liaise with Mr Partridge and Mr Williams regarding support for DPC's case at the hearing. It was suggested that Dominic Grieve also be asked to support DPC's case at the hearing.

12. Neighbourhood Police Team Newsletter

An email had been sent in reply to the newsletter, however no representative had come to the meeting. The Chairman read out items from the reply that were largely unhelpful in nature. It was noted that the Parish council did used to have a police representative. The Clerk to check if Gerrards Cross Town Council has a police representative.

13. Home to School Transport Consultation

Although this survey is aimed mainly at parents with school age children, the Chairman was keen for the Parish Council to respond. Cllrs Jefferys to take the lead in compiling the Parish Council's response. The closing date for responses is the 15th July 2016. It was noted that Iver has no school transport unless your child attends the Sikh school.

14. Internet Banking

The new Barclays Bank Online Community account is now fully operational and payments are now being made from the account. Cllr. Hans was elected as Chairman of Finance at the last Full Council meeting resulting in a new bank mandate being sent to Barclays Business Banking at the Uxbridge Branch. Cllr. Skelton will be removed from the mandate as soon as Cllr. Hans is active on the account. A formal resolution was proposed by Cllr. Williams and seconded by Cllr. Jefferys to agree to the new mandate. Agreed unanimously by the members.

15. 2015/16 Accounts for Audit

The internal Audit was carried out on the 24th May 2016 by H W Controls and Assurance Ltd. All areas of the audit were found to be correct with no non-conformances. A copy of the auditor's report had been circulated to members prior to the meeting.

16. Annual Governance Statement

A copy of the Annual Governance Statement had been circulated to members prior to the meeting. The Annual Governance Statement forms part of the audit process and is required to be adopted by Full Council. The Chairman proposed that the Annual Governance Statement be adopted by full Council, seconded by Cllr. Hans and agreed unanimously. The statement was signed by the Chairman and Clerk.

17. Electors Rights

To note: By law, any interested party has the right to inspect a council's meetings and accounts. If a resident is registered and entitled to vote in local council elections, then any person or their representative also have the right to ask the appointed auditor questions about the council's accounts or object to an item contained within them. The inspection of Electors Rights notice will be displayed on all noticeboards (and website if available) between the 20th June 2016 and 29th July 2016 inclusive. This period is set aside for the inspection of documents at the Parish Council office. The period to challenge the Auditor will commence on the 2nd August 2016 and run until the Audit is complete.

18. Accounting Statements for 2015/2016

A copy of the Accounting Statements had been circulated to members prior to the meeting. The Accounting Statements form part of the audit process and is required to be adopted by Full Council. Cllr. Hans proposed that the Annual Governance Statement be adopted by full Council, seconded by the Chairman and agreed unanimously. The statement was signed by the Chairman and Clerk.

19. Debit Card Application

Cllr. Hans proposed that the Parish Council apply to Barclays Bank for a debit card to be used for sundry purchases, seconded by Cllr. Riley and agreed unanimously with a £250.00 limit.

20. Approval of Parish Council Minutes

To approve the minutes of the Full Council Meeting on 9th May 2016 and matters arising. The minutes of the Full Council Meeting held on the 9th May 2016 were proposed by Cllr. Riley, seconded by Cllr. Williams, and agreed with no matters arising.

21. Approval of Committee Minutes

To approve the minutes of the Committees below and matters arising.

Communities and Events Committee Meeting held on 3rd May 2016

The minutes of the Communities and Events Committee Meeting held on the 3rd May 2016 were proposed by Cllr. Jefferys and seconded by Cllr. Davey and agreed with the following amendment. First line top of page 3, change KB to TR. Clerk to action.

Planning Committee Meeting held on 10th May 2016 The minutes of the Planning Committee Meeting held on the 10th May 2016 were proposed by Cllr. Jefferys and seconded by Cllr. Williams and agreed with no matters arising.

Finance Committee Meeting held on 16th May 2016

The minutes of the Finance Committee Meeting held on the 16th May 2016 were proposed by Cllr. Hans and seconded by Cllr. Newby and agreed with no matters arising.

Planning Committee Meeting held on 31st May 2016

The minutes of the Planning Committee Meeting held on the 31st May 2016 were proposed by Cllr. Jefferys and seconded by Cllr. Williams and agreed with the following amendment. Cllr. Riley is a member of the Planning Committee not an ex-officio member of the committee.

Communities and Events Committee Meeting held on 31st May 2016

The minutes of the Communities and Events Committee Meeting held on the 31st May 2016 were proposed by Cllr. Jefferys and seconded by Cllr. Williams and agreed with no matters arising.

Services Committee Meeting held on 6th June 2016

The minutes of the Services Committee Meeting held on the 6th June 2016 were proposed by Cllr. Heath and seconded by Cllr. Williams. It was noted that Any other Business had been entered twice on the minutes. The last repeated item to be removed by the Co Clerk.

22. Any other Business

Appointment of Solicitors to oversee the renewal of the Denham Cricket Club lease. It appears that there may be a conflict of interest as a senior partner at the Parish council's solicitors is also advising Chalfont St Giles Cricket Club and Denham Cricket Club. It was agreed that the Parish council should engage with an alternative solicitor in the matter of the Denham Cricket Club lease. Cllr. Hans proposed Hine & Co in Gerrards Cross, Cllr. Heath seconded and agreed by the members. The Clerk to contact.

23. Date of Next Meeting

To confirm the date of the next meeting as Monday 11th July 2016 starting at 7.45pm with a Public Session, in the Parish Council Office.

24. **Part 2 Confidential Members Only**

With no members of the press or public present, it was agreed to proceed to part 2.

The meeting closed at 9.25pm.

John Coleman-Clerk Denham Parish Council.