

PISHILL WITH STONOR PARISH COUNCIL

**Minutes of Parish Council Meeting held at
The Village Hall, Russells Water on
Tuesday 15th November 2016**

Present Mr.T. Dunn Chairman
Mr.S.Stracey Vice-Chairman
Mr.R.Collett
Mr.S. Haq
Mr. R. Hunt

Also present: 2 parishioners: Miss M. Burley, Mr. R. Warner; 1 parishioner from Swyncombe Parish
Mr. R. Lavis.

1. Apologies and reasons for absence Dr. J. McWhirter, unwell.
2. Declarations of interests (existence and nature) with regard to Agenda Mr.R. Collett
(neighbour to 'Marigay', Russells Water).
3. Co-option of Mr. Stephen Haq as Parish Councillor The Chairman congratulated Mr.Haq on his appointment and welcomed him to the Parish Council. Register of Interest forms were handed to Mr. Haq for completion and return to the clerk and SODC. A Declaration of Acceptance of Office form was completed. SH
4. Public participation session with respect to items on the Agenda In view of the small numbers present the Chairman invited comments during the meeting.
5. Minutes of Meeting held on 13th September 2016
These were agreed as a true record and duly signed by the Chairman.
6. Matters Arising
 - a) Mobile phone mast Mr.Hunt reported that a survey of land to the rear of Upper Assendon Farm had been completed and permission is being sought from the landowner. The mast will be positioned in the woodland. Mr.Hunt thought that permission for an 'emergency' service would be applied for initially. Mr.Hunt will ask for a contact name from the providers, "EE", to ascertain details of the service footprint.
In answer to a query, Maidensgrove and Russells Water will be served by the Nettlebed provider.
 - b) Replacement of Dial-A-Ride Shopping Bus service In the unavoidable absence of Dr.McWhirter, Mr.Stracey outlined the new shopping bus service. The service is administered by the Nettlebed Good Neighbour Scheme and is accessed by calling Dr.McWhirter on 01491 641609.
However, during Dr. McWhirter's temporary absence until January, contact should be made to Susan Byers on 0491 641138.
The Parish Council was asked to consider a contribution of £67 per quarter towards the operation of the bus service. It was agreed unanimously to fund the service for the first year of operation, beginning in January 2017, in order to ascertain the numbers of Pishill with Stonor parishioners using the bus before agreeing to a second year.
(See Finance item 8).
 - c) Town & Parish Cncl Forum report Mr.Stracey had attended the Forum and reported on proceedings. The presentations on SODC Five-Year Housing Land Supply and the Corporate Plan Projects had been of interest - the Leisure update, less so.

7. Planning Applications
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|---------------|--------------------------------|--------------------------------------------------------------------------------------|
| P16/S1140/FUL | Longwood, Mdmsgve Amendment | PC continued objection; Mr.Collett will contact neighbours. RC SODC decision awaited |
| P16/S2816/FUL | Marigay, Russlls Wtr Amendment | PC continued objection; SODC decision awaited |
| P16/S3003/HH | Orchard House, Pshll | SODC approval 31/10/16 |
| P16/S3140/FUL | Paddock View, Russells Wtr | The Parish Council had objected; application withdrawn 10/11/16. |
8. Finance
- | | | | |
|----|--------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| a) | Bank balance | The Clerk reported that the Community Account balance stands at £5075.46; the Queen’s 90 th birthday account has £96.76. | |
| b) | Budget and Precept | The Clerk had circulated the Budget for 2017/18. This was discussed by the parish council who instructed the Clerk to to request an unchanged Precept from SODC of £4800.00 for 2017/18. | |
| c) | Audit | The Clerk read the report from BDO LLP, external auditors. Two issues were raised: | |
| | | i) Pishill with Stonor Parish Council is not registered as an employer, this now needs to be rectified and the Clerk will undertake the necessary procedure. | PP |
| | | ii) BDO state that the parish council has not included additions or replacements of fixed assets, of which there were none. This appears to be an error on the part of the external auditor as no changes to assets were made during the year. | |
| | | The Audit is now complete, the annual return has been accepted and approved and details will be placed on the Parish Council website. | PP |
| d) | HMRC response to Clerk’s employment status | Michael Revill of HMRC responded to the Clerk’s letters of 24 th May and 26 th September 2016, apologising for delay. The Clerk can no longer be regarded as self-employed and therefore the agreement previously accepted by HMRC was incorrect. It is now necessary to register the Parish Council as an employer. | PP |
| e) | Risk Assessment | Contingency plans, as per an OALC recommendation,, will be put in place to ensure that details of the website password etc., are made available to another member of the Parish Council other than the Clerk. Mr. Haq volunteered to be this contact. | PP/SH |
| f) | Transparency Code | Mr.Haq has the purchase of laptop and scanner in hand. | SH |
| g) | HM The Queen’s Birthday Party accs. | The two payments of £90 each sent to The Village Hall, RW and Stonor Cricket Club have been received and emails of thanks sent to the parish council. | |
| h) | Charity requests | | |
| | i) Shopping Bus grant | The Parish Council agreed to fund this initiative for a period of one year at a cost of £268 per annum payable at £67per qtr, the first payment to be made in January 2017. | b/f |
| | ii) South & Vale Carers Centre | Request for donation regretfully rejected on this occasion. | |
| | iii) Lions Club | OALC had drawn the Parish Council’s attention to the voluntary provision of green emergency boxes, which are placed inside the frig of a vulnerable person, and contain details of next of kin, prescriptions, allergies etc. A supply of these had been received and more requested, as parishioners are showing great interest in the scheme. The Councillors consider this to be a very worthy initiative and unanimously agreed to donate £25 to further the work of The Lions in this respect. | PP |

9. Parish Communications

Mr.Haq reported that the last meeting of the Connect8 group was held in October. The mast, which did not require planning permission or permission from Historic England, has been erected in Stonor Park, by kind permission of Lord Camoys, with a tractor 'mole' having laid two cables to a site at the top of the hill from where transmission will be made to the Thames Valley Police mast at Britwell Hill.

From the Stonor park pole Village Networks plan to send the signal down into Stonor to a prominent building and then relay it along the village from there to individual houses. It is important, however, that this building is identified prior to the leaves falling from the trees, as the spring and summer foliage will have an adverse effect on reception. VN is requesting that householders contact them if they own a building with a clear view along the village.

The final paperwork from the police to put equipment onto their Britwell Hill antennas is awaited, from where Village Networks will relay the signal to local communities. Stonor and Pishill are likely to be connected first and, via the Britwell Hill mast, Russells Water and Maidensgrove should follow. It is hoped to provide a 20mbs service to Stonor by the end of November and to Russells Water in December.

Q: Who is the main client?

A: Each individual household.

Q: How do we register?

A: Mr.Haq is currently attempting to find out the next step.

Mr.Haq said that it is proving difficult to make contact with an individual at Village Networks, but he is continuing to pursue VN for information.

It is anticipated that Village Networks will call upon householders to ascertain interest; fees are likely to be approximately £40 per month, with a £100 initial equipment charge.

The advantage of the Village Networks system is that it does not require backhaul unlike the BT service. In this respect, BT is likely to continue to install cabinets and experience relates that they will suddenly implement their service without too much prior information.

Connect8 is currently seeking an accountant and is also requesting that anyone with a prominently placed building contacts them, with a view to using such a building as a node.

10. Commons Report

a) Driving on Maidensgrove/ Russells Water Common Nothing to report

b) Driving through fields Mr.Carr had had one incident recently.

11. Roads

It was noted that, in spite of a reminder email from the Clerk, Mr.Stenning had not contacted the Parish Council regarding organising a repair to the road in Russells Water which was discussed at the previous meeting. Mr.Stenning said he would arrange an assessment of the road with respect to the suitability of using the Jet Patcher for repairs. He also spoke on the possibility of the Parish Council undertaking verge grass cutting, and would provide the necessary location maps. The Parish Council has heard nothing further. Clerk to chase again. PP

a) Parish potholes The general situation is unchanged, with the road at Russells Water now splitting through the centre of the carriageway. Clerk to report. PP

b) Balham's La. ditch + ditch in Stonor Pk Mr.Stracey reported that the storm drain still needs clearing and the swale ditch in Stonor Park is still untouched by OCC Clerk to chase again. PP

12. Footpaths Report

Nothing to report.
New footpath representative Mr.Richard Hunt has volunteered to be the new Parish Footpaths Representative, for which he was thanked by the Chairman. RH

13. Refuse & Waste Management

a) Clear plastic bags These are now required by SODC for residents needing more capacity than is available in the recycle bins, as dirty nappies and food waste has been placed in bins designated .../4

13. Refuse & Waste Management (cont)
- a) Clear plastic bags (cont) for recycling, necessitating the whole contaminated load to be sent to landfill. Details included on website.
 - b) Litter Blitz 2017 Mr.Hunt felt that it is very important that personal contact is made to as many parishioners as possible to enquire who is interested in helping with the annual litter blitz, rather than relying upon email. Councillors were asked to consider how this could best be achieved, for example, by a personal visit or phone call. This matter is to be discussed at the January 2017 meeting. b/f ALL
14. Any other business
- a) Parish boundary map The Clerk had received an A0 copy of the Parish boundary; an electronic version is also to be requested from SODC. PP
 - b) Evelyn Trust boundary maps The boundaries of Evelyn Trust land have had to be registered with OCC regarding permitted 'Rights of Way' and maps are currently displayed at various points throughout the Parish
 - c) Freedom of Inf. notice on Agenda This was discussed and a simplified version will be given on agendas in future.
 - d) Alteration to Minutes format From January 2016, Minute items will follow consecutively, preceded by the year date, i.e. 17/9, indicating 2017, minute 9. Additionally, each page will be numbered, which should facilitate locating particular items more rapidly. PP
 - e) Stonor bus shelter This is to be removed. The seat will remain on the concrete base and a replacement notice board is to be supplied - to be discussed at January meeting RH PP
 - f) Councillors' holiday periods The Chairman reminded councillors of the need to inform the Clerk when holidays and periods of travel away from the Parish occur.
15. Date, place and time of next meeting
To be confirmed: Tuesday, 24th January 2017, at The Village Hall, Russells Water, 7.00 p.m.
16. Close of meeting There being no further business to discuss, the Chairman thanked all those for attending and declared the meeting closed.

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Chairman