



SHABBINGTON PARISH COUNCIL

Minutes of Shabbington Annual Parish Council meeting held on Monday 13th May 2019

Attendees

Cllrs Alan Powell (Chairman), Stephen Capaldi (Vice Chairman), Miriam Boswell, Maria Millan, Linda Neil. Helen Spurgeon (Parish Clerk), 1 member of the public.

1. Election of Chairman

Cllr Alan Powell was elected Chairman.

Cllr Powell completed and signed the Chairman's Declaration of Office.

2. Election of Vice Chairman

Cllr Stephen Capaldi was elected Vice Chairman.

Cllr Capaldi completed and signed the Vice Chairman's Declaration of Office.

3. Apologies for absence

Cllr M Rand (AVDC).

4. Declarations of interest

None.

5. Parish Council Policies

The following policies, circulated to councillors, were agreed:

- Risk Assessment
- Financial Regulations
- Standing Orders: it was agreed to remove point 1.3.2 specifying the start time of the AGM as 8pm.

6. Minutes of Parish Council Meeting 8th April 2019

The minutes of the meeting were agreed and the Chairman signed them as a true record.

7. Public participation

There were no questions.

8. Oxford to Cambridge Expressway

Consideration was given to the Expressway proposal and it was agreed that an objection should be sent to Highways England. It was also agreed that a copy should be sent to the Bucks Action Group with a request to be kept informed about developments. Cllr Capaldi agreed to draft the letter of objection.

9. Update on conversion of street lights to LEDs

- The total cost of the conversion was £2364.10 ex VAT against an estimate of £2375 ex VAT. The VAT has been paid but the Clerk is about to submit a VAT refund. The Clerk is awaiting a spreadsheet from Aylesbury Mains listing the details of the new LED lights. This spreadsheet will then be sent to the electricity supplier E.on, who will calculate the new lower electricity



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rate. Each site visit by Aylesbury Mains to repair a street light cost £61 ex VAT. Going forward we need to limit the number of site visits we request, so perhaps we will ask Aylesbury Mains just to come out once a quarter to fix any issues which have arisen, rather than requesting a site visit straight away.

- The LED conversion is now complete. Light 1A was converted in January as a trial. Lamps 2-8 and 10-18 were converted in March. Light 9 in Limes Way was already an LED. Lights 19 & 20 in The Burnhams are privately owned Windsor lanterns. Light 7 on Crendon Road required work by UK Power Networks which was finally completed in April. Light 13 in Dukes Close required a whole new lantern and was completed on 5th April.
- No complaints have been received. One resident emailed to say they “loved the new street lights”.
- Light 2 on Lower Farm Close needed a new photocell as the light was continually on but this was a separate issue to the LED conversion.

10. Finance

The payment run was approved as circulated to councillors:

SHABBINGTON PARISH COUNCIL - PAYMENT RUN 13th May 2019			
Payee	Chq. No/BACS	Detail	£
Mrs H Spurgeon	BACS	Net salary Parish Clerk 24 hours net pay £276, office £50, phone wifi software £20	£ 346.00
RTM Landscapes	BACS	Grass cutting April	£ 294.00
M R Cross	BACS	Inv 3008 grass cuts play area x 2	£ 276.00
Aylesbury Mains	BACS	Light repairs - replacement lantern light 13 - Dukes Close + replace photo cell light 2 - Lower Farm Close	£ 323.52
AVDC	BACS	Dog Waste Service 2017/18 (2 bins) overdue unpaid invoice	£ 207.00
Mr Stephen Capaldi	BACS	Magnets for noticeboard	£ 5.95
Came & Co	BACS	Insurance Policy renewal June 2019	£ 483.35
DD payments			
E-on	DD	Quarterly charge street lighting	£ 300.87
123-Reg	DD	Website hosting	£ 23.99
Sage	DD	Payroll software	£ 7.20
		Total payments	£ 2,267.88
Receipts			
AVDC	BGC	First instalment precept	-£ 7,125.00

Accounts to 30th April 2019 were agreed.

It was agreed to appoint JE Accountants as internal auditors for the year 2018/19.

The print of the Church, which was recently donated by a former resident, has been framed, ready to be hung in the Church or Village Hut. The PC agreed to pay the £27 framing cost.

11. Planning

19/01465/AOP The Cottage, Ickford Road, Shabbington

Councillors agreed to submit NO OBJECTIONS to AVDC but expressed concerns over access and proximity to the highway.



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12. Street lighting & Street repairs

- It was reported that the tree in Dukes Close by the street light has still not been pruned, despite a letter having been sent to the resident.
- Street repairs – Some good work has been done by BCC with the plane and patch repairs to the roads in the village. The 2 manhole covers which are off on Crendon Road and Ickford Road have both been reported. Thames Water are dealing with the one on Crendon Road and the one on Ickford Road has been reported on Fix My Street.

13. Millennium Field & Pond Garden

- The football posts on the millennium field are near the play area and footballs keep ending up in the play area. It was agreed to move the goal posts to a more suitable location. It was reported that dog owners are not clearing up after their dogs on the field. A discussion took place around whether a fence should be put up around the play area to keep dogs out, but it was agreed that the dog mess is on the field rather than in the play area. It was suggested that a sign could be affixed to the fence asking dog owners to keep their dogs under close control. **Action:** Clerk to investigate what signs are available to purchase and email councillors.
The witch's hat in the play area may need greasing.
Action: Chairman to contact Paul Stephens regarding the repair of the rubber safety surface in the play area.
- A discussion took place around how we might improve the overall look and design of the Pond Garden. The existing shrubs are now growing quite large and woody and might benefit from being replaced or cut right back. **Action:** Chairman to contact Judy Pagan and arrange an informal meeting at the Pond Garden during the summer to discuss.

14. Meetings

No meetings have been attended. The next LAF meeting is at 7pm on 3rd July in Oakley Village Hall.

15. Dates of Parish Council Meetings for 2019 were agreed as follows:

Thursday 6th June

Monday 8th July

No August meeting

Monday 9th September

Monday 14th October

Monday 11th November

Monday 9th December – informal budget meeting (PC members only)

In 2020 meetings will continue to be held on the 2nd Monday of the month.

There being no further business, the Chairman closed the meeting at 8.50pm.