



SHABBINGTON PARISH COUNCIL

Minutes of Shabbington Annual Parish Council meeting held on Monday 14th May 2018

Attendees

Cllrs Alan Powell (Chairman), Stephen Capaldi (Vice Chairman), Miriam Boswell
Cllr M Rand (AVDC), 10 members of the public

1. Election of Chairman

Cllr Alan Powell was nominated by Cllr Boswell, seconded by Cllr Capaldi. Agreed unanimously.
Cllr Powell completed and signed the Chairman's Declaration of Office.

2. Election of Vice Chairman

Cllr Stephen Capaldi was nominated by Cllr Boswell, seconded by Cllr Powell. Agreed unanimously.
Cllr Capaldi completed and signed the Vice Chairman's Declaration of Office.

3. Apologies for absence

Cllrs Maria Millan & Peter Tansey.

4. Declarations of interest

None.

5. Parish Council Policies

The following policies, circulated to councillors were discussed and agreed/approved: Proposed by Cllr Powell, seconded by Cllr Capaldi. Agreed unanimously.

- Standing Orders (including Risk Assessment).
- Financial Regulations.
- Asset Register.

- Insurance cover and policy: the renewal from Came & Co was agreed by the councillors. Sue Severn will email to accept and organise payment.

- Communications Policy & Publication Scheme: these need to be updated in light of the new GDPR. Sue Severn to assist the Clerk with update.

6. General Power of Competence

It was confirmed that Shabbington Parish Council is no longer eligible for General Power of Competence.

7. Minutes of Parish Council Meeting 9th April 2018

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



SHABBINGTON PARISH COUNCIL

8. Public participation

A member of the public present asked if there had been any progress with the removal of rubbish that had been dumped on Thames Water land adjacent to the allotments. It was suggested that Thames Water is contacted, and the fly tipping is reported to AVDC. **Action** Chairman.

9. Finance

9.1 The payment run was approved as circulated to councillors:

Payee	Chq. No/BACS	Detail	£
Mrs H Spurgeon	BACS	Net salary Parish Clerk 12 hours	£ 138.00
Mrs S J Severn	BACS	Locum fee April £250 including accounts preparation & audit approval. Mileage Aylesbury/Long Crendon; Aylesbury; Aylesbury/Shabbington/Aylesbury; Aylesbury/Weedon/Aylesbury x 2 = 82 miles @ 45 pence per mile	£ 286.90
Mr Alan Powell	BACS	Printing costs including ink/paper for Shabbington News	£ 41.00
RTM Landscapes	BACS	Devolved services : Grass cutting	£ 294.00
Play Safety	BACS	RoSPA Inspection Millenium Field playground	£ 105.00
Came & Co	BACS	Insurance Policy renewal June 2018	£ 469.27
Orchard Consulting	BACS	Internal audit year ending 31.3.2018	£ 70.00
DD payments			
123-Reg	DD	Website hosting	£ 23.99
Sage	DD	Payroll software	£ 7.20
Total payments			£ 1,435.36

9.2 Accounts to 31st March 2018 were agreed. Accounts had been approved by internal auditor.

9.3 Annual Governance Statement agreed and signed by Chairman and Parish Clerk.

9.4 Accounting Statement for 2017/18 agreed and signed by Chairman and RFO.

9.5 Certificate of Exemption for smaller authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year to 31st March 2018:

Shabbington Parish Council resolved to certify themselves as exempt and completed a Certificate of Exemption notifying the external auditor.

9.6 Exercise of Electors' Rights: The Clerk confirmed that the appropriate Notice would be put up and that the dates would be 4th June 2018 to 13th July 2018 inclusive.

9.7 Parish Clerk & Responsible Finance Officer: The appointment of Helen Spurgeon was ratified.

10. Planning

10.1 **Planning Appeal: 17/00106/REF** Outline planning application for the erection of up to 15 dwellings with all matters reserved. | Land North of Crendon Road Shabbington Buckinghamshire. Pye Homes appeal. The deadline for submission of any additional comments is 29th May 2018.

Action: Chairman to email Clerk with comments to log with The Planning Inspectorate.

10.2 Oxford-Cambridge Expressway

There are 3 proposed routes, one of which will pass very close to Shabbington. There is an action group which has a website with further information: www.expresswayactiongroup.com



SHABBINGTON PARISH COUNCIL

Other local villages are also concerned. It was suggested it may be helpful for the villages to attend the action group meeting.

11. Street lighting

It was reported that 3 street lights were out. Dukes Close – opposite no.25, Dukes Close – between no.10 and no.11 and Kimbells Close – opposite no.5.

12. Millennium Field

The annual play area inspection report had been received. There is rot at the bottom of some timber posts due to strimming damage. Chain covers prevent a full inspection of all chain links on the basket swing. Some strips of the floor surface need replacing. To replace play equipment is expensive but it will need looking at in the next few years.

It was agreed to keep the football pitches mown.

13. Devolved services

The contractors had made their first visit to cut verges. A check needs to be made on footpath 7 which needs cutting.

14. Meetings

No meetings have been attended.

15. Dates of Parish Council Meetings for 2018 were agreed as follows:

11th June

9th July

10th September

8th October

12th November

no meetings August and December

There being no further business, the Chairman thanked the public for attending and closed the meeting at 8.30pm.