



21-10-2020 Minutes

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STOKENCHURCH PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Wednesday 21 October 2020 over Zoom at 7.30 pm

Attendees: Cllr Ian Chadwick (Chair), Cllr Camilla Baker (Vice Chair), Cllr Dan Davis, Cllr Ben Fearfield, Cllr S Garrett, Cllr Chris Parkinson, Cllr Jen Powis, Cllr Robin Thomas, Cllr Neil Watson

Buckinghamshire Councillors: Cllr Carl Etholen

Minutes: Mrs Heather Presland, Clerk, from recorded Zoom meeting

Members of the Public : 5

1. Acceptance of Apologies for Absence

Cllrs Preece, Hayday, Adoh and Saddique.

2. Declarations of Interest (agenda items)

None.

3. To Confirm Minutes of 7 October 2020

These were agreed. Proposed: Cllr Parkinson; seconded: Cllr Watson.

4. Matters Arising (information only)

None.

5. Reports/Actions

(1) Cllr Thomas said he had circulated his report about the meeting that had taken place in relation to the B482. Cllr Etholen said a bid for funding would need to be submitted by 31 October 2020. Discussion took place about match funding and whether the Parish Council would be able to contribute considering the budgetary constraints. Cllr Thomas stated he would be progressing the bid. (2) Cllr Davis said the lady who had recently celebrated her 100th birthday in the village was very appreciative of the flowers that had been given her, as were her family.



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reading and comments and Cllr Fearfield currently had it in his possession. Cllr Chadwick thanked Cllr Watson for the comments he had submitted but before progressing them, would await comments from other Councillors.

7. **Planning:** (1) **20/07553** - Householder application for construction of single storey rear conservatory - 2 Scholars Rise Stokenchurch Buckinghamshire HP143FL - Mrs Sue Preece. No objection. Proposed: Cllr Parkinson; seconded: Cllr Baker.

8. Buckinghamshire Councillors

Cllr Etholen said the Council was concerned at the sharp increase in Covid cases. They would be producing posters for issue to all retail outlets as a reminder. There was a need to encourage the “hands, face, space” message to the community. It was believed only a small minority were flouting these rules and it was understood why retailers did not want to challenge this group because of any retaliation. However, something had to be done to encourage individuals to adhere to the rules. Cllr Fearfield said he was quite happy to print off enough posters for the local retailers which he would deliver in the coming week. This was appreciated.

9. Finance

Bills Payable – Cllr Parkinson queried the excess weight bill from Suez. The RFO said she had sought some clarification and had found there were regular excess weight charges. She had queried this with the Parish Warden as she felt now the hall had been closed for many months, these charges would not have occurred as there would be less waste. He confirmed there was just as much waste. The RFO said charges only occurred after the combined waste allowance had been used. Cllr Watson suggested consideration should be given to a lock-up skip. The RFO said this was something she had hoped to do but



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Proposed: Cllr Davis; seconded: Cllr Baker.

Monthly Reports for September –

Cllr Powis queried the cleaning costs. The RFO checked and said these included some black bin liners and mat cleaning. However, she had received a credit note for the latter. These were agreed. Proposed: Cllr Baker; seconded: Cllr Thomas.

10. Correspondence - (1)

Reconsideration of Lighting Column Replacement quotes – post 4, George Park Road Area – Cllr Chadwick said he apologised for having given some misinformation about the cost of replacing this lamp post. The cost was in fact £1645.84. Cllr Chadwick read through Cllr Preece's views that had been submitted. It was believed the lack of this light would not affect the school children adversely. In addition, no-one had complained about it. It was agreed the lamp post would not be replaced for the time being. (2) Stokenchurch Halloween Scavenger Hunt 2020 – Mrs Racquel Burnham joined the meeting. She talked through two options in relation to her proposal:- (a) that she would ask for contributions from the families taking part or (b) whether the Council might support this community venture by contributing £400, which would mean it would be a free event for those taking part. Cllr Garrett thought the proposal was an excellent one which was outside so the risk was minimal and she supported it 100%. There had been few community events this year and it would be good to support one. Concerns were raised over the route by the motorway bridge and Mrs Burnham said she had already addressed this. Cllr Chadwick stated children had to be accompanied by adults, which was agreed. Cllr Baker asked if there was any money set aside in the budget for supporting charities. Cllr Thomas said he did not believe there was. Cllr Davis said he supported this function progressing. It was agreed to donate £400, to be given to the primary school. Proposed: Cllr Garrett; seconded: Cllr Thomas.

11. Grass/hedge cutting contracts 2021/22



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awarded to Polaris for one year only back in early March 2020. She felt the Council should be compliant with its Financial Regulations and that this contract should go out to tender as it was a substantial amount of money. Cllr Baker said Longburrow field had not been cut properly and sometimes the top or bottom were completely missed. The middle section was looked after by the Football Club. She was also concerned about the amount of grass cuttings that appeared to be dumped, although she did not know who was doing this. Cllr Watson said he found Polaris difficult to contact at times and there were slippages in getting work done that was in the contract. In particular, he cited the Water End allotment hedges which had to be chased. Cllr Thomas agreed with this and he had received complaints over it. Cllr Thomas said he felt this contract should be managed correctly in line with the Council's Financial Regulations. The contract was only agreed for a year, which meant the Council should go out to tender. It would also demonstrate the Council to be fair and transparent. Cllr Fearfield agreed going out to tender was the right thing to do. Cllr Baker added that Polaris could submit quotes if they wished. Proposed: Cllr Thomas; seconded: Cllr Powis.

12. Re-opening of Longburrow Hall plus Risk Assessment

Cllr Fearfield said he had circulated the Risk Assessment and had received a couple of questions about it from Cllr Watson to which he had responded. Cllr Parkinson raised several points for consideration which were discussed. Cllr Chadwick said there was one outstanding action which was to put a lock on the toilet doors so only one person at a time could use them. There was discussion about the removal of the curtains in the hall, but this was not felt to be necessary. It was agreed the kitchen should not be used in any circumstances and Cllr Parkinson commented that he thought it was an extremely good Risk Assessment. Cllr Chadwick said a lot of work had gone into it and thanked Cllrs Preece and



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Assessment had been signed off, the Council could look at getting a hirer in on a pilot basis

to monitor how things went. Cllr Chadwick suggested the NHS clinics would be a good one to trial as they had a stringent Risk Assessment in place. Cllr Watson said it needed to be made clear to hirers that Council reserved the right to close the hall if necessary. This was agreed. Cllr Chadwick stated that all hirers would receive an agreement which they would have to sign before returning to the hall and that another Longburrow Hall Committee meeting needed to take place before much longer to consider all the issues. Cllr Fearfield agreed and felt a further meeting would be beneficial. Proposed: Cllr Fearfield; seconded: Cllr Thomas.

13. The Commons – Nothing to report.

14. Other Parish Matters

Cllr Chadwick said during the H&S audit an issue had been raised with the doors between the large and small halls. He understood there was an item that could be fixed in the door tracks to secure them although he had never seen it. Cllr Powis said she was aware there was something that would secure the doors which she believed was in the office drawers along with the keys. Cllr Chadwick said this item should be used to see if it helped. Cllr Powis said she was also aware there was a suggestion of buying something to hold the doors back to the wall. Cllr Fearfield asked for clarification over what the problem was. Cllr Chadwick replied there was “a feeling” the doors were posing a risk and someone could trap their fingers. Cllr Thomas felt some clarity was needed from Emprocom about this issue. Agreed. Cllr Chadwick stated Council had received an email suggesting a service of the doors was due but without having used the item to secure the doors in place, he did not think it was a good use of Council money at this time. Cllr Baker said if something had been supplied for the track which was not being used, then if there was an incident, the Council would be liable under their insurance policy. Cllr Chadwick agreed, saying it would



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asked the Council minute their thanks to Cllr Shade Adoh who had been contacted by a Stokenchurch resident with motor neurone disease and had been very upset that Marlow Town Council had decided to close the Shop Mobility due to Covid issues. After Cllr Adoh's intervention on behalf of the parishioner, Marlow Town Council re-opened the facility. Cllr Adoh deserved credit for benefitting all those with disabilities. Agreed. (2) Cllr Chadwick stated that Cllr Preece felt some recommendations about Hallowe'en celebrations were required. Cllr Watson had put these on the Facebook page and website in relation to children trick or treating. He thanked Cllr Watson for all the work he had recently done for the Council as it had been particularly busy. Cllr Fearfield said that in the light of this, it was good reason to promote the Hallowe'en Scavenger hunt for children to attend. (3) Cllr Chadwick confirmed the next meeting would take place on 4 November 2020.

Meeting finished at 2030