

# HULCOTT PARISH COUNCIL

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Parish Clerk: Deborah O'Brien CILCA, PSLCC

18 Mar 2021

Dear Councillors and Residents of Hulcott,

In accordance with The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 which came into force on 4<sup>th</sup> April 2020, I hereby give you notice that a 'virtual' Parish Council meeting will be held on **Tuesday 23<sup>rd</sup> March 2021 at 6:00 p.m.** via video-conference.

To join the Zoom meeting, please go to: <https://us02web.zoom.us/j/86239533498>  
Meeting ID: 862 3953 3498. To join by telephone: +44 203 901 7895 or +44 131 4601196

All Members of the Council have been summoned to attend for the purposes of considering and resolving upon the business to be transacted at the meeting set out below. The public are also invited and are welcome to attend and before the Parish Council meeting there will be a period of public questions.

Caroline Boswell will attend to update on repairs being undertaken to the Church.

Representatives of the developer for planning application 20/00779/APP Solar PV at Hale Farm will be in attendance to respond to some of the comments made during consultation. (Michelle Howley, Project Manager – Elgin Energy & Richard Moore - Planning Consultant)

*Deborah O'Brien*

Deborah O'Brien, Parish Clerk

## AGENDA

### 1.0 Apologies:

Members are asked to receive apologies

### 2.0 Declarations of Interest & Dispensation requests

To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012

### 3.0 Minutes

To receive the minutes and confirm the recommendations or resolutions therein of the meetings of the Parish Council:

- HPC/04/2021 held on Thursday 19<sup>th</sup> January 2021 - **Copy attached**

### 4.0 Matters arising from the January 2021 minutes:

- Broadband – Cllr Fenton-O'Creedy to provide any further update. Members are also asked to consider remedies for the damage to verges incurred and to request that ECOM supplies details of location and depth of installed cables. ECOM to reinstate.
- Drainage/jetting outside Cobwebs and issues in field behind Manor Farm Bungalow – Cllr Fenton-O'Creedy to update.

## 5.0 Planning

### 5.1 *New Applications to be considered:*

- 21/00839/APP | Change of use of land to create additional garden to include small decking area and steps (retrospective) | The Stables Cane End Farm
- 21/00711/APP | Change of use to office and light commercial use | Cavan Farm Cane End Lane Bierton
- Any other applications validated since publication of agenda

### 5.2 *Decisions made by AVA Planning Department:*

- 20/04019/AOP | Outline planning application Proposed development of 14 x two bedroom bungalows for senior living and 1 x three bed bungalow for managers dwelling | Aylesbury Golf Centre Ltd – REFUSED by AVA
- 20/04035/APP | Change of use of land to residential garden (retrospective) and erection of greenhouse and shed | The Stables Cane End Farm – APPROVED by AVA

### 5.3 *Awaiting determination by AVA Planning Department:*

- 20/00779/APP | Ground mounted solar farm with DNO substation, point of connection, ancillary infrastructure and associated works, landscape planting and access tracks | Hale Farm Hulcott – Members are advised that the Environment Agency has made 3 objections to this proposal – flood plain, no flood risk assessment & ecological concerns
- 21/00056/APP | Detached Garage | Manor Farm Bungalow The Green
- 21/00033/APP | 21/00034/ALB | External and internal alterations to the existing house, demolition of existing outbuilding and with a new glazed link between farmhouse and dairy. Minor landscaping work to suit. | Grove Farm 22 Rowsham Road
- 20/03331/APP | Erection of porch and front extension | Instant Landscapes Red Oak Farm

## 6.0 Finance

### 6.1 *Bank Balances*

- Lloyds Bank £6,607.26 as of 28/02/21
- Green Fund Savings Account £252.36

### 6.2 *Payments*

Members are asked to agree the following payments and cheques issued:

- D. O'Brien - £209.28 (net salary 30/1/21-2/4/21; stamps) – cheque 418
- HMRC - £50.40 – PAYE – Cheque 419
- SLCC - £36.00 – Wordpress webinar training – cheque 420

### 6.3 *Income – none received*

### 6.4 *Review of year-end accounts*

Members are asked to consider the accounts spreadsheet as submitted and confirm the figures presented. There are 2 potential additional expenditures – topsoil/seed (£200-£225 + VAT) and SLCC seminar (£25 + VAT)

### 6.5 *2021/22 Precept*

Members are advised that the Precept was submitted as agreed at the January meeting, in the amount of £4,100.00. Bucks Unitary confirmed receipt.

### 6.6 *Green Fund bank account*

Members are asked to approve the closure of this account and transfer of funds to the Lloyds Bank account as soon as possible (subject to Covid restrictions).

### 6.7 *Internal Auditor*

Members are asked to confirm the re-appointment of Mrs Melanie Rose as Internal Auditor and that she should undertake the 2020/21 Internal Audit at a cost of £25.00.

### 6.8 *Risk Assessment & Asset Register 2021*

Members are asked to review & adopt the Parish Council Strategic Risk Assessment & Asset Register.

### 6.9 *S137 allowance 2021/22*

Members are advised that the expenditure amount for 2021/22 is limited to £8.41 per elector.

## 7.0 Parish Council business

- Local Elections – these will take place on May 6<sup>th</sup> and all Parish Councillor positions become vacant. Candidates wishing to stand for election/re-election need to complete nomination packs which are available from the Clerk or the PC website. These must be submitted BY HAND no later than 4pm on 8<sup>th</sup> April to the Deputy Returning Officer at The Gateway, Aylesbury. [Local Elections 2021 – Hulcott Parish Council](#)
- Traffic calming on A418 – Clerk has written to TfB regarding this issue. Cllr Chapple followed up with TfB and the Road Safety Officer. Further feedback is awaited once their statistics are updated.
- Damage to the village green, triangle and verges – A resident has suggested that the Parish Council purchases topsoil and seed to be delivered to a central location and made available to all to make repairs once Power Networks and ECOM have made their repairs. Members are asked to consider the 4 quotes received and decide upon the supplier. There is £285 available in the budget for this purpose.
- Grass cutting for 2021/22 – members are asked to confirm the re-appointment of Lynch Garden Services at a cost of £50 per cut. Proof of £10 million liability insurance has been received.
- Village Green Inspection – members are asked to consider conducting this and to agree by whom.
- Wendover Community Boards – the latest meeting was held on 16<sup>th</sup> March. Members are asked to consider the appointment of a Councillor as representative to the Community Board.
- Clerk Training – members are asked to agree the following training:
  1. SLCC Wordpress-based website training 13/4/21 - £30 + VAT (previously agreed)
  2. SLCC Regional Training Seminar 21/4/21 - £25 + VAT (discounted rate)

## 8.0 Correspondence/consultations received:

- Town & Parish Charter – 21/1/21 – response due by 31/3/21
- Planning Policy Meeting – to take place on 31/3/21 5-6:30 pm.
- Brownfield Sites call (Bucks Local Plan) – 16/2/21 – response due by 22/3/21
- Standards of Community Involvement (Bucks Local Plan) – 16/2/21 – response due by 22/3/21
- New guidance to enhance biological diversity – 19/2/21 – response due by 19/3/21
- Upgrade to towpath at Wendover Canal

## 9.0 Dates of next meetings – Hulcott Parish Council:

Members are advised: The Annual Parish Council meeting will be required in May following elections to elect a new Chairman. The meeting should take place on 18<sup>th</sup> May to meet statutory requirements (between 11<sup>th</sup> & 24<sup>th</sup> May). The Annual Parish meeting is also scheduled to occur before 1<sup>st</sup> June.

There is an issue which is currently under government review at the urging of both NALC & SLCC in that Covid-19 ‘virtual meeting’ regulations expire as of 6<sup>th</sup> May and yet Covid-19 regulations will still prohibit the meeting of more than 6 people face to face indoors.

At this stage, the Clerk recommends that a provisional meeting is planned for the 18<sup>th</sup> May 2021 to be held socially distanced, outdoors, at which a Chairman will be elected, the Annual Governance & Accountability Return (AGAR) agreed and all other business deferred. An extension of Delegated Powers to the Clerk can be made to enable business to continue. Following that, the Annual Parish Meeting can also be held, at which the 2019 minutes can be approved and any other business can also be deferred until later in the year.

It is hoped, however that Central Government will make provisions to continue virtual meetings before the existing legislation expires, in which case all business can be conducted via Zoom.

## 10.0 Exclusion of Public & Press

In accordance with Schedule 12A, Local Government Act 1972, the following items will be likely to disclose exempt information relating to establishment and contractual matters. It is therefore RECOMMENDED, pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, that the public and press be excluded.

- Clerk’s annual appraisal and review (Confidential staffing matter)