

Great and Little Hampden Parish Council : Clerk to the Council – Nick Baxter

Minutes of the Parish Council Meeting on Monday 8 March 2022

The meeting took place at the Memorial Hall, Memorial Road, Great Hampden.

Present: Councillor F Smith (Chairman)
Councillor J Griffin (Vice Chairman)
Councillor C Page
Councillor K Butler
Councillor C Aston

Apologies: Mr D Carroll - Buckinghamshire Council
Mr S Broadbent - Buckinghamshire Council

Attendance: Mr N Baxter – Clerk and Responsible Financial Officer

Members of the public: Two (part meeting only)

MINUTES

22/0010: Formalities

- a) To NOTE apologies for absence
- The apologies from the Buckinghamshire Councillors were noted.
- b) To RECEIVE declarations of interest in items on the agenda (*In accordance with the Local Code of Conduct to receive any declarations of disclosable pecuniary or non-pecuniary interests and to consider and grant any dispensation requests*)
- No declarations were made. Councillor Page asked the Clerk to note that while there was not a conflict of interest it should be noted that when discussing the cricket club request [see 22/0015 (a)] that she was related to a member of the cricket club.
- c) Members of the Public and Press are invited to address the Council.
- The members of the public raised the issue of increased traffic along the road into the village from Hampden House. They highlighted the fact that it was also a cycle way. They requested that the Council look into the appropriateness of the current speed limit. The Council will look at this again, see also items 22/0015 (c) in the minutes.
- d) To RECEIVE an update from Buckinghamshire Councillors (if present)
- No Buckinghamshire Councillors were present.

22/0011: Minutes and matters arising

- a) To APPROVE the Minutes of the Meetings held on 10 January 2022

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- The minutes were unanimously APPROVED. The Chair will sign the minutes when the draft watermark is amended.
- b) To DISCUSS matters arising from the Minutes of the Meeting 22 November 2021 that are not covered in the Minute Action Tracker
- The Chair advised she had written to the Trustees of the Estate, but a reply had not been received. A meeting is fixed for 23 March to discuss allotments [22/0006 (c)], the pond close to the cricket pitch [21/0040 (a), 21/0063 (c) and 22/0006 (a)] and common hard standing [21/0009 (a)].
 - Re Gates to the Little Hampden Churchyard [22/0003 (d)] Councillor Butler advised that a Little Hampden consultation was underway.
- c) To REVIEW the Minute Action Tracker and to RECEIVE a report from the Clerk on matters not covered elsewhere in the agenda or Minute Action Tracker
- It was AGREED that items 21/02045 (b), 21/0064 (d), 22/0063 (f) and 22/0008 (a) i could be moved to the completed list.
 - Outstanding items were discussed.
 - Plaque on bench [22/0007], the Clerk advised he had met with the local resident and the bench location had now been identified although the missing bench could not be located. The Clerk will discuss further with the resident.
 - Broadband [21/0059 (a) ii], the Clerk confirmed the Broadband survey had been sent to the CEO of BT and the Local Community Board.

22/0012: Finance

- a) To CONSIDER and APPROVE the financial pack and bank reconciliation
- The finance pack for the period ending 28 February 2022, was considered. The finance pack and bank reconciliation were APPROVED and the Chairman signed the finance pack and bank reconciliation.
- b) To CONSIDER and APPROVE the monthly payments to be made and had been made (appendix 2 of the finance pack)
- c) To CONSIDER and APPROVE 'signature required' list (appendix 3)
- The following payments which had been made, details of which had previously been circulated to Councillors, were RATIFIED.

List of payments made since the last meeting (10 January 2022) to be verified on 8 March 2022

Invoice Date	Payment to	Amount/Description	Administration
28 Jan 2022	BT	£29.99 (Broadband Memorial Hall)	DD
21 Feb 2022	ICO	£35.00 (Data protection licence)	DD
28 Feb 2022	BT	£29.99 (Broadband Memorial Hall)	DD

The payments as per the below were APPROVED.

List of recurring payments made since the last meeting (10 January to be verified on 8 March 2022)

Invoice Date	Payment to	Amount/Description
16 Feb 2022	N Baxter	£184.60 Jan 2022 Salary
16 Feb 2022	HMRC	£36.80 N Baxter Jan 2022 Tax
16 Feb 2022	N Baxter	£110.80 Feb 2022 Salary
16 Feb 2022	HMRC	£37.00 N Baxter Feb 2022 Tax

- d) To CONSIDER and APPROVE the Fixed Asset Register
- The Fixed Asset Register was CONSIDERED. It was AGREED that the noticeboard and office computer were being replaced and the value needs to be amended when replacements are purchased.
- e) To CONSIDER and APPROVE the Clerks salary see email from County Officer 15 February 2022
- It was AGREED that the Chair would speak to the payroll provider to implement the County Officer email of 15 February 2022.
- f) To CONSIDER and APPROVE a replacement noticeboard in Great Hampden. The existing one damaged in Storm Eunice.

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- A replacement was APPROVED to the value of a maximum of £350.00. it was AGREED to position the replacement on the wall of the Memorial Hall to mitigate any future wind damage risk. The Chair to deal with the purchase and installation.

22/0013: Reports

- a) To RECEIVE a crime report: no report received.
 - The Clerk had not provided a report.
- b) To RECEIVE reports from Councillors (not covered elsewhere):
 - None
- c) To RECEIVE a report from the Clerk on matters not covered elsewhere in the agenda or Minute Action Tracker:
 - None

22/0014: Planning

- a) To CONSIDER for response any planning applications since the previous meeting and CONFIRM the response:
 - i. 22/05151/FUL – Ferns: AGREED to request that the development should not allow any accommodation.
 - ii. 22/05309/FUL – The Pepper Boxes: AGREED to make no comment.
 - iii. 22/05322/FUL – 2 Briay Cottages: AGREED to make no comment.
 - iv. 22/05386/LBC – Hampden House: AGREED to make no comment.
- b) To RECEIVE an update on any RECEIVED and/or DECIDED planning applications and appeals:
 - None received.

22/0015: Strategy

- a) To CONSIDER a further update from the Great Hampden Cricket Club ['GHCC'] in respect of the cricket square being used by High Wycombe Cricket Club for 5th team matches and their request for financial support. See email from GHCC 28 January 2022
 - GHCC had advised, *"We are about to enter an agreement with High Wycombe CC to let them use our ground on the Saturdays when we are not, for their 5th team. This will mean approximately 18 home games per season instead of the current nine. As part of this agreement, HWCC will be slightly increasing the size of the actual square so that by 2023,*

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we may be able to hire the pitch out on Sundays as well... for which there is significant demand. This should bring more income for the village hall this Summer, and more again from Summer 2023. Hopefully the pub will benefit a lot as well. As part of the arrangement, HWCC will be preparing our square and strips... which saves GHCC a lot of time; and will lead to a much higher quality playing surface, important for the long term thriving of the club."

- GHCC made a number of requests including "An increased number of the outfield cuts." It was AGREED that the Parish Council would 'match' the number of cuts made by GHCC. The Clerk was INSTRUCTED to advise our contractor accordingly.
- b) To CONSIDER a Queen's Platinum Jubilee event suggested by the village
- The Chair summarised discussions that were taking place by a number of groups in the village. The Chair will attend the next meeting and a further meeting will take place in March and a further update will be provided at the next meeting. It was noted that limited financial support could be provided to such events in Great and Little Hampden via a section 137 allocation.
- c) CIL Speed limits in the village
- The speed of traffic in the village was discussed. Councillor Page agreed to investigate the new powers available to Buckinghamshire Council.
- d) To AMEND or CONFIRM the following policies remain fit for purpose
- a. Standing Orders – last approved 20 July 2020 - <https://bit.ly/3syQecy>. The policy was reviewed and reapproved.
 - b. Model Councillor Code of Conduct 2020 – last approved – 19 January 2021 - <https://bit.ly/346E3un>. The policy was reviewed and reapproved.

22/0016: Correspondence

- a) To REVIEW items of correspondence received since the last meeting.
- No correspondence, other than those already covered in these minutes, has been received.

22/0017: Urgent Items - To DISCUSS urgent items

- a) To DISCUSS urgent items not covered elsewhere in the agenda.
- It was noted that the styles that the Estate had agreed to repair had been repaired. This item [21/0045 (b)] is also to be removed from the action tracker.

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22/0018: Next Meeting

- a) To RECEIVE any items for the next meeting
 - The next planned date of 4 April was agreed.
- b) To AGREE the date of the next meeting – 2022 dates to be agreed.
 - The Clerk presented a list of proposed dates for 2022. The list was AGREED, the next meeting is Tuesday 8 March 2022.

Signed Date

Approved 4 April 2022 minute reference 22/0020 (a)