

**EAST CLAYDON PARISH COUNCIL**

**Minutes of a meeting of Parish Councillors via a conference call  
At 8.10pm on Thursday 21 May 2020**

(In accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ("the 2020 Regulations") come in to force on 4 April 2020)

**Councillors Present:** Peter Wright (Chair), Gary Baldwin (BW), Martin Paul (MP), Gareth Williams (GW) Colin Kitchen (CK), Chris Utley (CU), Martin Hughes (MH)

**Also present:** Cllrs Angela Macpherson and John Chilver  
Carole Jackman (Clerk)

1. **Apologies:** None.
2. **Members Interests:** None declared.
3. **Minutes of the Meeting held on 16 April 2020**  
The minutes of the meeting held on 16 April 2020 were agreed by those present and will be signed by the Chairman at the next 'proper' meeting.
4. **Matters Arising:** None.

5. **Planning**

5.1 **Planning (see appendix 1)**

**FUL/0020/20:** Erection of standalone, single storey modular building with two link corridors and associated works. East Claydon School, St Marys Road, East Claydon.

Chair had asked for the above planning application to be put on the village Facebook page to ask for the views of residents, as the usual portal had not been used by Buckinghamshire Council Planners.

It is understood that there is no funding available from the Diocese or Council for car parking or safe dropping off arrangements. One positive response has been received to date from residents.

Councillors agreed that they were not against the above proposal but were extremely concerned that this would increase traffic at drop off and pick up times and that there were no plans or money available for a safe drop off location or additional car parking for staff.

It was noted that the previous planning application (19/00262/APP: Change of use from agricultural to educational to include a new car park and extension to school playing fields) had been approved but it was not known how this application impacts, or relates to the current application.

**Action: Chair to draft response to Buckinghamshire Council and Oxford Diocese emphasising that the Parish Council is not against the expansion of the school but extremely concerned about the lack of a safe drop off or car parking.**

It was noted that the Parish Council would need to liaise with the school so that the planned roof work at the village hall and the building work at the school did not over-lap.

**Action: Cllr Baldwin will manage the liaison.**

**20/01293/APP** | Replace existing stairs, new access into living room, create double fronted fireplace, new side porch, garage conversion with new glass link and roof glazing - amendment to 18/00789/APP | 23 Botyl Road Botolph Claydon Buckinghamshire MK18 2LP  
Decision: No objection

**20/01388/APP** | Two storey side and single storey rear extension | 6 Church Way East Claydon Buckinghamshire MK18 2NB

Decision: No objection

**20/01590/ALB** | Re-tile existing roof to Grade II listed building | Melody Cottage 1-3 Orchard Way  
Botolph Claydon Buckinghamshire MK18 2NG

Decision: No objection

### 5.2 Planning Appeals

19/02398/APP New Farm Barn, St Marys Road: Planning Appeal Ref: APP/JO405/W/20/3246996

It was noted that the Highways Report had been uploaded onto the planning portal.

### 5.3 School Car Park

See above-

## 6. Finance and Accounts

### 6.1 Accounts

Clerk had circulated the accounts prior to the meeting (see appendix 2).

### 6.2 Annual Return

Clerk confirmed that she had had a Zoom meeting with the internal auditor who had 'signed off' the annual return.

#### 6.2.1 2019-20 Annual Governance Statement

Councillors approved the 2019-20 Annual Governance Statement.

#### 6.2.2 2019-20 Annual Accounting Statement

Councillors approved the 2019-20 Annual Accounting Statement.

### 6.2 Account Signatories

It was noted that Cllrs Williams and Utley still had not been added to the list of account signatories.

**Action: Clerk to follow up**

## 7. Policy Review

**Councillors reviewed and approved the following policies:**

- Standing Orders
- Risk Assessment
- Financial Regulations
- Code of Conduct

## 8. Church Roof

It was noted that the planning application had been approved.

## 9. Clock

Cllr Kitchener reported that it is still difficult to open the door when it gets damp and expands.

**Action: Cllr CK /GB monitor the issue.**

## 10. Coronavirus Issues Update

The Council is receiving daily updates from Buckinghamshire Council and Community Impact Buck.

The local Whats App group had dealt with the few requests it has received.

## 11. Mushroom Tree

Following the report that all the dead wood should be removed, Clerk was asked to contact the Verney Estate to ask them to carry out the work.

**Action: Clerk to contact the Verney Estate.**

**12. Councillor items for information or debate**

Chair asked Councillors to forward any items for debate to clerk to add to the agenda.

**13. General Correspondence**

All relevant email correspondence had been forwarded to Councillors.

**14. Any Other Business**

**14.1 Knotweed**

Cllr Baldwin reported that he had found knotweed on the boundary of the school/village hall/footpath. CC Macpherson said that this would be a Buckinghamshire Council issue.

**Action: Clerk to contact the Local Area Technician to get the Knotweed removed.**

**15. Date of Next meeting**

The next meeting will be held at 8pm on Thursday 18 June 2020. It was noted that the Annual Parish Meeting will not be held this year.

Chair closed the meeting at 21.04.

Appendix 1

2019-20 Planning Applications

Reference	Address	Status
19/00263/APP	East Claydon School St Marys Road East Claydon Buckinghamshire MK18 2LS	Approved
19/00396/ALB	New Farm 2 St Marys Road East Claydon Buckinghamshire MK18 2NA	Consent Granted
19/00514/APP	Monkomb Dairy Monkomb Farm Winslow Road East Claydon Buckinghamshire MK18 2LF	Withdrawn/Not Proceeded With
19/01591/ALB	Willow Cottage 44 Botyl Road Botolph Claydon Buckinghamshire MK18 2LR	Consent Granted
19/01691/APP	23 Orchard Way Botolph Claydon Buckinghamshire MK18 2NG	Approved
19/01692/ALB	23 Orchard Way Botolph Claydon Buckinghamshire MK18 2NG	Consent Granted
19/02311/ALB	New Farm 2 St Marys Road East Claydon Buckinghamshire MK18 2NA	Consent Granted
19/02398/APP	New Farm Barn St Marys Road East Claydon Buckinghamshire MK18 2NA	Appeal lodged
19/02520/APP	Plot D New Farm 2 St Marys Road East Claydon Buckinghamshire MK18 2NA	Approved
19/02920/APP	Midway House 2 St Marys Road East Claydon Buckinghamshire MK18 2NA	Approved
19/02921/APP	New Farm 2 St Marys Road East Claydon Buckinghamshire MK18 2NA	Approved
19/02930/APP	St Marys Church Church Way East Claydon Buckinghamshire MK18 2NB	Approved
19/03005/APP	New Farm 2 St Marys Road East Claydon Buckinghamshire MK18 2NA	Approved
19/03394/ALB	Midway House 2 St Marys Road East Claydon Buckinghamshire MK18 2NA	Consent Granted
19/03582/ALB	New Farm 2 St Marys Road East Claydon Buckinghamshire MK18 2NA	Consent Granted
19/04073/COUAR	Monkomb Farm Winslow Road East Claydon Buckinghamshire MK18 2LF	Approved
19/04437/APP	33 Weir Lane Botolph Claydon Buckinghamshire MK18 2NF	Approved
20/00003/APP	29 Botyl Road Botolph Claydon Buckinghamshire MK18 2LP	Approved
20/00271/ALB	Botolph Farmhouse Botolph Farm 46 Botyl Road Botolph Claydon Buckinghamshire MK18 2LR	Consent Granted
20/00401/APP	1 St Marys Close East Claydon Buckinghamshire MK18 2HR	Approved
20/00613/APP	4 Emerald Close East Claydon Buckinghamshire MK18 2NL	Approved
20/00677/APP	2 Botyl Road Botolph Claydon Buckinghamshire MK18 2LR	Approved
20/00694/APP	20 Sandhill Road East Claydon Buckinghamshire MK18 2LZ	Approved
20/00750/APP	2 Church Way East Claydon Buckinghamshire MK18 2NB	Approved
20/01092/ALB	23 Botyl Road Botolph Claydon Buckinghamshire MK18 2LP	Consent Granted
20/01252/APP	Botolph Farmhouse Botolph Farm 46 Botyl Road Botolph Claydon Buckinghamshire MK18 2LR	Awaiting decision
20/01293/APP	23 Botyl Road Botolph Claydon Buckinghamshire MK18 2LP	Approved
20/01388/APP	6 Church Way East Claydon Buckinghamshire MK18 2NB	Awaiting decision
20/01590/ALB	Melody Cottage 1-3 Orchard Way Botolph Claydon Buckinghamshire MK18 2NG	Awaiting decision

Appendix 2

Payments and Receipts

Date	Supplier	Ref.	Payment	Receipt	Comments
01/05/2020	Bucks Council			10,000.00	1/2 yearly precept
04/05/2020	CC General Builders	7	2,340.00		Inv 484: clock tower repointing
04/05/2020	Stretton Services	8	70.00		Inv 1346: Sharkgate malware
09/01/1900	RTM	9	389.49		Inv 2227: Devolved services grass cutting
15/05/2020	RTM	10	1,128.00		Inv 2264: Clear path Mushroom Tree to Church
15/05/2020	Play Safety	11	107.40		Inv 48361: Annual Playground Inspection
15/05/2020	Came & Company	12	918.83		Inv 6 May (client ref 5262051)
19/05/2020	M R Rose	13	35.00		Inv 19 May: 2019-20 Internal audit