



SIMPSON AND ASHLAND PARISH COUNCIL

To: The Chair and Members of Simpson and Ashland Parish Council

Dear Councillor,

You are summoned to attend a meeting of the Full Council to be held on Monday 13th March 2023 at 8:00pm at Simpson Village Hall, when the business set out in the following agenda will be transacted. Members of the public are also invited to attend.

Katherine Harmsworth, Clerk to Simpson & Ashland Parish Council

AGENDA

70) Introductions and apologies for absence

To receive and record apologies from members.

71) Specific declarations of interest

72) Minutes of last meeting

- a) To receive and approve as a correct record the minutes of the last annual meeting of the council held on 5th December 2022.

73) Public forum

74) To review the ways in which the PC is supporting the local community with the cost of living crisis and to decide on further measures the PC can take.

- a) To review the Warm Space at Simpson Village Hall.
- b) To review the Warm Space at Ashland Lakeside.
- c) To agree donations to local charities that provide our residents with valuable help during the cost of living crisis.

75) Finance report and discussion

- a) To review and approve payments from 1st December 2022 – 28th February 2023.
- b) To agree internal auditor.
- c) To review and agree payments list for 2023-24.

76) To review insurance cover for the Parish Council and its assets.

77) Annual review of the following policies:

- a) Asset Register – updated to include purchase of equipment for Ashland Lakeside.
- b) Standing Orders – no changes.
- c) Financial Regulations – changed ‘village hall committee’ to ‘facilities manager’ under paragraph 14.
- d) Statement of Internal Control – no changes.
- e) Financial Risk Assessment – addition of Ashland Lakeside under liabilities.

78) Planning Applications

- a) 22/01585/FUL Five Acres – permission granted.
- b) 22/03033/CLUE 141 Simpson - certificate of lawfulness granted.

- c) 22/03101/FUL Various addresses in Ashland - replacement of concrete copings to flat roof parapets with new powder coated metal copings.
- d) 22/03119/PRIOR 1 Thornbury, West Ashland - notification for the installation of a solar PV system.
- e) 23/00318/FUL George Amey Centre, 366 Simpson – internal and external alterations.
- f) 23/00343/HOU 57 Newington Gate - conversion of existing detached garage into residential annex.

79) Open Space

- a) To receive a report on Open Space.
- b) To decide which areas of grass in Simpson will be left to grow as wildflowers and when to cut back.
- c) To decide on future litter picking dates.
- d) To consider the provision of allotments for Simpson and Ashland residents.

80) Ashland Lakeside

- a) To receive a report on the progress of the construction of Ashland Lakeside.
- b) To review the payments and outstanding costs in relation to Ashland Lakeside.

81) Simpson Village Hall

- a) To review payments and hire income for Simpson Village Hall.

82) Facilities Manager

- a) To receive an update on the recruitment of a Facilities Manager.
- b) To agree the purchase of a mobile phone for the Facilities Manager.
- c) To agree arrangements for interviewing candidates for the role of Facilities Manager.

83) Young People

- a) To agree to run a holiday club for children during the Easter holidays in conjunction with Treetop Childcare at Ashland Lakeside.
- b) To agree to run further holiday clubs during school holidays.

84) Community Engagement

- a) To receive an update on the street champions.
- b) To agree future activities.
- c) To agree engagement with Charles Warren Academy.

85) East West Rail

- a) To receive an update.

86) Review of Delegated Decisions

87) Other Business

88) To agree to exclude members of the public and press due to the confidential nature of the following agenda items.

- a) To discuss an issue a resident has raised.
- b) To agree staffing payments.
- c) To discuss the use of the PC Facebook group.

89) To note that the next meeting of the Full Council will be held on a date to be agreed at this meeting.

DELEGATED DECISIONS

Period Covered: 1st December – 28th February

Decisions related to the following matters were made under the Council's Scheme of Delegated Powers.

1. Agreed interim insurance for Ashland Lakeside at a cost of £324.90.
2. Agreed to postpone the 10th January opening of the Ashland Lakeside warm space due to works on the smoke alarms not being complete.
3. Agreed to engage Chadwick Town Planning to review the planning appeal for Five Acres, in preparation for the decision panel on 19th January.
4. Agreed PB to attend planning response training at a cost of £45.

PAYMENTS FOR 2023-24

Monthly Payments

1. Simpson Village Hall Gas Bill – by variable direct debit.
2. Simpson Village Hall Electricity Bill – by variable direct debit.
3. Simpson Village Hall Water Bill – by variable direct debit.
4. Simpson Village Hall Broadband Bill – £28.60 by direct debit.
5. Ashland Meeting Place Electricity Bill – by variable direct debit.
6. Ashland Meeting Place Water Bill – by variable direct debit.
7. Ashland Meeting Place Wifi Bill - £30.00 by direct debit.
8. Microsoft 365 Subscription for Clerks laptop - £11.28 by direct debit.
9. Salary payments for Clerk, Cleaner and Facilities Manager to CVS – variable amounts paid via BACS.
10. DNH Contracts for Dog bin emptying - £26.40 per week, paid monthly via BACS.
11. HP instant ink payments – £4.49 per month by direct debit.

Yearly Payments

1. Zurich Insurance for the Parish Council and assets - £1958.51.
2. Netwise website and email hosting - £360.
3. Netwise domain name - £72.
4. Scribe Accounting Package - £812.16
5. Membership for the Clerk to the SLCC - £103.
6. Membership to Community Impact Bucks - £70.
7. Membership to BMKALC – £231.
8. ICO - £35

Variable Payments

1. Return Deposit payments for the hire of Simpson Village Hall and Ashland Meeting Place.
2. Mobile phone top-ups to Tesco Mobile for the Clerks phone - £10 when needed.
3. Splash window cleaning for Simpson Village Hall - £12 quarterly or when needed.
4. Carpet cleaning for Simpson Village Hall - £72 quarterly.
5. Prontaprint for printing the parish newsletter – variable depending on how many pages.