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**MINUTES OF THE REMOTE ANNUAL MEETING OF BRILL PARISH COUNCIL  
HELD ON TUESDAY 20<sup>TH</sup> APRIL 2021 VIA ZOOM VIDEO CONFERENCING**

**Present Cllr Buggey, Cllr Hamilton, Cllr Cadle, Cllr Turner and Cllr Newman, Cllr Rand (B.C.)**

**021/066 To receive and accept the apologies for absence – Cllr Dickinson, Cllr Fisher  
Cllr Macpherson B.C.**

**021/067 Any Declarations of Interest – Cllr Hamilton Item 021/070.2**

**021/068 To approve the minutes of the previous meeting - Approved**

**021/069.1 Planning  
21/00948/APP – BRILL 60 The Firs Brill Buckinghamshire HP18 9RY  
Removal of existing conservatory, single storey rear infill extension,  
repositioning of front door with new porch canopy, new roof light to front  
and window in rear elevation, refurbishment of existing rear dormer,  
insertion of flue for log burner to rear**

**No objections**

**21/01297/ALB – BRILL Stable Block 3 Manor House Oakley Road Brill  
Buckinghamshire HP18 9RS  
Conversion of and extension to the stable block to provide a 3 bedroom  
dwelling together with various associated external works including the  
relocation of a shed (amendment to 20/00972/ALB)**

**No objections**

**021/069.2 Decisions received - None**

**021/069.3 Enforcement Issues -  
Constables Store – High Street – Air conditioning unit – Clerk to chase**

**again**

**Clerk**

**updated**

**The**

**to**

**Action**

**The Pointer –Change of use residential garden– Mr Aubrey Fletcher**

**the Cllrs during opening comments. Given the latest COVID restrictions**

**Pointer had extended the outside eating/drinking area into the neighbouring  
residential garden. As a business recovering from the pandemic they want**

**maximise on any available revenue.**

**He felt that the steps were in accordance with the licensing regulations ‘to  
serve drinks from the bar till to be then consumed here.**

**The garden is owned by the proprietors of The Pointer and the house  
provides staff accommodation.**

**The existing hedge had been removed and is to be replaced by an  
established hedge 9mtrs in length and 2 mtrs high. Mr Fletcher felt the new**

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hedge would be an improvement for which he would confirm with the residents concerned.

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the  
One resident has written into the Parish Council and the planning department at Buckinghamshire Council with concerns over privacy and

customers  
fact that the work should not have been carried out prior to obtaining planning permission for the change of use to the residential garden. The Cllrs were sympathetic to the needs and are aware that hospitality venues have been granted pavement licences to help accommodate

an  
during these latest restrictions. They felt that if required and in accordance with the planning regulations

Clerk  
application to change the use of the residential garden should be made immediately as the process can take a considerable amount of time. Mr Fletcher was not able to confirm whether this would be a permanent feature. It was understood that the application could be withdrawn at a later date if necessary. He will also look to source a temporary screen while awaiting the delivery and installation of the permanent hedge as he would like to maintain good neighbourly relations. The Parish Council will be confirming the requirements with Buckinghamshire Council planning department. Action

021/070 Common/Parish Council Land

021/070.1 The Walks – Confirm tree work – 18<sup>th</sup> and 19<sup>th</sup> May 21. The work can be carried out on a more ad hoc basis if the contractor is available to start earlier. Action Clerk to advise

021/070.2 Common Land registration – All fees now circulated, Cllr Turner to contact the solicitor agreed to confirm fees and progress the work. Action Cllr Turner

021/070.3 Fence posts – Cllr Dickinson to progress and advise at the next meeting if in post, failing that the issue will be taken up by the new Council.

021/070.4 RPA – Annual payment claim 2021 – Claim to be reviewed by Cllr Buggy and signed off by Cllr Dickinson. Action Cllr Turner to assist the Clerk in completing.

021/071 Parking - Consultation – Yellow Lines – Cllr Dickinson to update in May EV Charge points – Clerk will follow up and advise

021/072 Playground - Update from the funding committee – Cllr Hamilton advised that he would be happy to continue representing on the committee. This would be dependant on the election result. He was also happy to handover irrespective should an alternative Cllr opt to do the role. Crowd funding donations had been received along with money raised for selling items at the community market. The PC will ring fence £15k to the project which will then be match funded by Boutell Bequest. The total funds raised will be circa £38k, this will provide an excellent platform for obtaining match funding from HS2 and F.C.C. to which applications will be made. An advisor from the Community Board would like the current application to

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reflect the updates made in 2008. This will be amended and resubmitted for circulation to all members.

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- 021/073 MUGA – F.C.C. - Cllr Turner has submitted the application to F.C.C. and is awaiting their decision.
- 021/074 \* To agree updates to the insurance schedule – Cllr Hamilton had not been able to source a competitive quote to provide additional cover for the windmill.  
He will continue to work closely with Brill Society to appreciate what the options are. Action Cllr Hamilton
- 021/075 Update on the Annual Report – Cllr Hamilton will format for PC website by Friday 23<sup>rd</sup> April. Any late items will need to be with him ASAP.
- 021/076 \* Cllr Elections – Contested and a poll will be taken on the 6<sup>th</sup> May, where votes can be placed for up to 7 of the 8 nominated. The Clerk will ensure all updates are sent to Cllr Fisher for the website. Action Clerk
- 021/077 MVAS – Cllr Fisher had previously advised that the equipment could not provide usable data. Both himself and the Clerk have been investigating options to update or replace. Action Cllr Fisher/Clerk
- 020/078 \* Financial report – The financial report had been circulated to all prior to the meeting along with explanations for variance to budget. All were satisfied with the explanations and performance to date.
- 020/079 \* Annual return for the year ended 31 March 2021
- 020.079.1 To agree the completion of section one of the annual return - Agreed
- 020/079.2 To approve and adopt the accounts for 2020/2021 – Cllr Newman proposed to approve the accounts for 2020/21, this was seconded by Cllr Hamilton and carried unanimously. Cllr Bugey will sign Section 1 – Annual Governance Statement as Chair of the meeting. Action Cllr Bugey
- 020/080 Clerks annual review- Competencies to be completed by the Clerk and reviewed by Cllr Bugey and Cllr Turner.  
Action Cllr Turner, Cllr Bugey and the Clerk to confirm.
- 020/081 Highway obstructions – Cllr Bugey would like to remind residents not to obstruct the footpaths with planters or plants and hedges that encroach beyond the property’s boundary. The Clerk will highlight and address the most severe cases and investigate whether there is a minimum clearance requirement, noting all hedges should finish at the boundary line.  
Action Clerk  
A reminder to all residents will be placed in the Annual Report.  
Action Cllr Bugey
- 020/082 Fibre internet connection – The Clerk will investigate all providers and summarise for the next meeting. Action Clerk
- 020/083 \* Review the grass cutting contract – Agreed – Action Clerk to advise
- 021/084 \* To review the Correspondence Report  
BVCH – Response given by Cllr Turner and acknowledged by Cllr Dickinson, Chair on behalf of the full Council. BVCH have not confirmed a

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meeting to answer the outstanding concerns.

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**Cllr Turner updated with the following statement:**

*You are all aware of the comments I made at the last PC meeting querying the accounts and ongoing funding of BVCH.*

*As a result of these comments, the PC received a letter of complaint from the BVCH board, part of which asked for a retraction of what were described as ‘untruths’.*

*I therefore sent a personal written response to BVCH suggesting that I meet with the board to discuss my comments and to view any relevant documents. I added that should we then agree that my comments at the PC meeting had been unfounded, I would apologise at the meeting on the 20<sup>th</sup> April.*

*In a subsequent letter from the board to all their members informing them that I had made unfounded allegations and questioning my suitability to be a Councillor, they failed to mention that I had responded to them and offered to meet. To this day, I have had no reply or response.*

**Monitoring Officer – The Officer has confirmed the procedure advised by the Clerk for complaints against a Cllr. BVCH will be encouraged to take this route if the complaint still stands and a full investigation will take place.**

**The Pointer Change of use to adjacent residential garden. See item 021/069.3**

**BVCH – Notice to members advised that a Cllr had not acted appropriately, however, it did not include their suggestion to meet with BVCH to address those concerns.**

- 021/085 \* To review the report of Outstanding Parish Council Issues – Clerk’s review to be finalised prior to the elections – See item 020/080**
- 021/086 \* To review the report of Repairs, Defects and Queries  
Chapmans Lane–All adjacent land owners will be identified and encouraged to address any drainage issues. Action Cllr Turner/Clerk**
- 021/087 Requests and Permissions – Brill Hilly – 2022 - Approved  
Yard sale – playground - Approved**
- 021/088 Report on meetings attended by Councillors –Cllr Newman had attended the planning meeting and reported that the first part covered the adoption of existing legacy plans. All appeared to have plans in place with the exception of the Aylesbury Vale which when developed will go to Buckinghamshire Council.  
Parishes with Neighbourhood Plans were deemed to benefit as their views would be considered and avoid the need for a generalised desk top survey. All Parishes are been encouraged to develop neighbourhood plans identifying development sites and consider local needs.  
Cllr Rand reiterated the importance and didn’t feel it was too late to provide the relevant input.  
This should now be considered by the new Council from May 21.  
Action Clerk to advise**

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**021/089      Receipts and Payments**

**Receipts – April**

Santander	Interest
Buckinghamshire Council	22242.50 Precept
Playground	340.00 Donations

**It was proposed by Cllr Hamilton and seconded by Cllr Newman that the following payments be approved. Carried unanimously**

**Payments – April**

R Timms	100.00 Emptying Playing Field/Windmill Bins
BT	57.42 Telephone charges
N Power	Street Lighting
Lesley Shaw	636.50 Clerk salary
Aspire	480.00 Feb 20
Aspire	480.00 Grass Cutting March
B.C.C.	29.50 Commercial waste
Mark Dickinson	14.39 Zoom
Melanie Rose	50.00 Internal Audit
BVCH	124.95 O/S balance
S Thomas	100.00 Stobbs

**Meeting closed at 8.40pm**