

## THE IVERS PARISH COUNCIL

### MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD ON 16<sup>th</sup> MAY 2022 AT 7.00PM THE RICHINGS PARK SPORTS CLUB, IVER RECREATION GROUND, IVER, BUCKS

#### **Present:**

Councillors Ciaran Beary, Sam Bhachu, Mohinder Bhatti, Paul Brooksby, Adam Burke, Julie Cook, Vishal Gupta, Sarah Hutchins, Peter Kinchin, Stuart Mills, Peter Stanhope, Michael Sullivan and Graham Young.

**Apologies accepted from:** Councillor Wendy Matthews

**In attendance:** Louise Steele (Locum Clerk)  
Jeremy Day (Deputy Clerk)  
Two members of the public

#### **001/22 ELECTION OF CHAIR**

There was a contested election for the office of Chair of the Council with two councillors each being proposed and seconded. Following a vote by show of hands Cllr Beary was elected Chair of the Council and made his Declaration of Acceptance of Office.

#### **002/22 ELECTION OF VICE-CHAIR**

There was a contested election for the office of Vice-Chair of the Council with two councillors each being proposed and seconded. Following a vote by show of hands Cllr Kinchin was elected Vice-Chair of the Council and made his Declaration of Acceptance of Office.

#### **003/22 DECLARATIONS OF INTEREST**

Councillor Beary declared a non-pecuniary interest in Agenda Item 18, the grant application from the Iver Village Residents Association (IVRA) on the grounds that he is Chair of the IVRA and had made the application. Similarly Councillor Young declared a non-pecuniary interest in Agenda Item 18, the grant application from Richings Park Sports Club (RPSC) on the grounds that he is Treasurer of RPSC and had made the application. Cllr Stanhope declared a non-pecuniary interest in Agenda Item 14, the recommendation to provide a grant to the Royal British Legion Beacon Lighting event, on the grounds that he is a member of the Royal British Legion and closely involved in organising the event.

#### **004/22 PUBLIC PARTICIPATION**

The two members of the public who were present said how nice it was to see so many councillors present. A question was raised about the display of

meeting notices across the parish area. The Locum Clerk responded saying that she was aware that the notice was displayed on the board adjacent to the parish office in Iver Village and that she would ensure that they were displayed more widely in future.

**005/22 CHAIR ANNOUNCEMENTS**

Cllr Beary thanked the outgoing Vice-Chair , Cllr Julie Cook, for her work in that office and welcomed Cllr Peter Kinchin to the office. Cllr Beary reflected on his experience of the last year and said that going forward he wanted the Ivers parish Council to be positive place to work and to build on positive experiences.

**006/22 MINUTES**

**RESOLVED** that:

The minutes of 19<sup>th</sup> April 2022 be agreed

**007/22 SCHEME OF DELEGATION**

Members considered a Scheme of Delegation and agreed it with the following amendments:

- Addition of a paragraph 1.6 “Matters relating to the Iver Heath Recreation Ground Charity shall be subject to a separate scheme of delegation”.
- Addition at paragraph 7.1 Terms of Reference of the Planning Committee of an additional point 9) “Considering and responding to any licensing matters referred by Buckinghamshire Council”
- Amendment at paragraph 7.2 to increase membership of the Facilities and Events Committee to twelve and the quorum to four.
- Amendment at paragraph 7.3 to increase membership of the Open Spaces and Highways Committee to twelve and the quorum to four.
- Addition at paragraph 8 (a) 6 of the following words at the end of the sentence: “if there is insufficient time, lawfully, to call a meeting of the Council or one of its Committees”

**RESOLVED** that:

As amended the Scheme of Delegation be adopted.

008/22

## **APPOINTMENT TO EXISTING COMMITTEES**

The following was agreed as membership of existing committees for the local government year 2022/23

### **Facilities and Events Committee**

Cllr Ciarán Beary (*ex officio*)  
Cllr Peter Kinchin (*ex officio*)  
Cllr Paul Brooksby  
Cllr Julie Cook  
Cllr Vishal Gupta  
Cllr Wendy Matthews  
Cllr Peter Stanhope  
Cllr Michael Sullivan  
Cllr Graham Young

### **Open Spaces and Highways Committee**

Cllr Ciarán Beary (*ex officio*)  
Cllr Peter Kinchin (*ex officio*)  
Cllr Sam Bhachu  
Cllr Mohinder Bhatti  
Cllr Paul Brooksby  
Cllr Adam Burke  
Cllr Julie Cook  
Cllr Vishal Gupta  
Cllr Sarah Hutchins  
Cllr Wendy Matthews  
Cllr Peter Stanhope  
Cllr Michael Sullivan

### **Planning Committee**

Cllr Ciarán Beary (*ex officio*)  
Cllr Peter Kinchin (*ex officio*)  
Cllr Sam Bhachu  
Cllr Mohinder Bhatti  
Cllr Adam Burke  
Cllr Julie Cook  
Cllr Vishal Gupta  
Cllr Sarah Hutchins  
Cllr Peter Stanhope  
Cllr Michael Sullivan  
Cllr Graham Young

009/22

## **APPOINTMENT TO NEIGHBOURHOOD PLANNING COMMITTEE**

The membership of the Neighbourhood Planning Committee remained unchanged as the emerging Neighbourhood Plan approaches examination and was agreed as follows:

Cllr Ciarán Beary  
Cllr Julie Cook  
Cllr Wendy Matthews  
Cllr Stuart Mills  
Cllr Peter Stanhope

### **Community Members**

Alan Wilson (Iver Heath RA)  
Graham Young (Richings Park RA)  
Jim Skinner (Thorney RA)  
Jan Rayner (Spiritual Sector)  
Jane Griffin (Environment)

Carol Gibson – nominated by committee  
Leigh Tugwood – nominated by committee  
Huw Williams – nominated by committee

**010/22 APPOINTMENT TO NEW STAFFING COMMITTEE**

Membership of the Staffing Committee was agreed as follows:

Cllr Ciarán Beary (ex officio)  
Cllr Peter Kinchin (ex officio)  
Cllr Julie Cook  
Cllr Vishal Gupta  
Cllr Sarah Hutchins  
Cllr Wendy Matthews  
Cllr Peter Stanhope  
Cllr Michael Sullivan  
Cllr Graham Young

**011/22 EXTERNAL BODY APPOINTMENTS**

Councillor appointments to external bodies were agreed as listed in Annexe 1 to these minutes.

**012/22 APPOINTMENT OF INTERNAL AUDITOR**

**RESOLVED** to:

Re-appoint IAC Audit & Consultancy Ltd as the parish council's internal auditor for the Financial Year 2022/23

**013/22 COMMITTEE MINUTES AND REPORTS**

Councillors received the minutes of the minutes of the Extraordinary Facilities and Events Committee held on 4 May 2022 and noted the following recommendations from the Facilities & Events Committee, that:

- The Iver Village Residents Association Grant Application of up to £2,000 is submit-ted to Full Council for consideration.
- The budget for items to be provided by the Parish Council to organisers of local events, at a cost of £1,102.72, be submitted to Full Council for consideration.
- The Grant for items to be provided for the Royal British Legion Beacon Lighting Event, at a cost of £177, be submitted to Full Council for consideration.

**014/22 COST OF LIVING INCREASE TO SALARIES 2021-22**

Councillors considered the report of the Locum Clerk.

It was **RESOLVED** to:

pay all staff a cost of living increase of 2% in respect of 2021/22 backdated to 1 April 2021

**015/22**

**FINANCE**

Members received the accounts for payment for April 2022. Cllr Stanhope reported that the bank reconciliations for April 2022 has not yet been completed

**RESOLVED** that:

The accounts for payment be approved.

**016/22**

**ACTION UNDER CLERKS DELEGATED AUTHORITY**

Councillors noted the action taken by the Locum Clerk, on grounds of urgency and in consultation with the Council Chair, to extend the Street Lights contract with the existing supplier for a further year. The contract, with Enerveo (formerly SSE Contracting) expired on 31 March 2022 and has been renewed at a cost for the year 2022/23 is £11,359. Last year the parish council paid £12,072.

Councillors stressed that it is important to get on and retender the contract fully..

**017/22**

**GRANT APPLICATIONS**

Councillors considered grant applications and decided upon them as indicated:

£2,000 (less £430 for “portalos” already funded) so £1,570 was agreed as a grant to Iver Village Residents Association as funding towards a Community Picnic in the Park to celebrate the Queen’s Platinum Jubilee.

£500 was agreed as a grant to Richings Park Sports Club as funding towards a Jubilee Picnic in the Park to celebrate the Queen’s Platinum Jubilee.

An application from Iver Heath Residents Association for £500 towards a fund to take planning advice was declined. It was agree that the Council Chair would talk to the Chair of the Residents Association about what the Council might be able to fund if there were a specific campaign that required support.

**018/22**

**LOCUM CLERK COVER**

**RESOLVED** that:

The contract with LGRC for the provision of a locum clerk be extended from two to three days a week.

**019/22**

**COUNCILLORS’ ATTENDANCE FIGURES**

Councillors considered figures for the Councillors’ attendance at meetings in 2021/22. With one amendment the figures were received.

**020/22 COLNE VALLEY REGIONAL PARK – PARTNERSHIP PROPOSAL**  
Members considered a proposed partnership arrangement with Colne Valley Regional Park. With two amendments the agreement was accepted and is attached as Annexe 2 of these minutes.

**021/22 EXCLUSION OF THE PRESS AND PUBLIC**  
**RESOLVED** that:

The press and public be excluded from the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 as matters which will be discussed are considered to be confidential

**022/22 APPOINTMENT OF NEW CLERK**  
Members received the report of the HR consultant supporting the process to recruit a new clerk and agreed that the detail be considered by the Staffing Committee.

The meeting ended at 8.32pm

Signed ..... Chair

Date .....

## External Body representation

### Iver Village Hall Management Committee

Cllr Adam Burke

### Iver Heath Village Hall Management Committee

Cllr Vishal Gupta

Cllr Peter Stanhope

### Local Authorities Aircraft Noise Council

Cllr Julie Cook

Cllr Wendy Matthews

### George Green Quarry Liaison Committee

Cllr Michael Sullivan

### Colne Valley Park

Cllr Ciarán Beary

Cllr Julie Cook

### Lakeside Liaison Group

Cllr Wendy Matthews

### Pinewood Liaison Group

Cllr Paul Brooksby

Cllr Sarah Hutchins

Cllr Julie Cook

Cllr Peter Stanhope

Cllr Vishal Gupta

Cllr Michael Sullivan

### Cemex Liaison Group

Cllr Peter Kinchin

Cllr Peter Stanhope

### Good Neighbours Scheme

Cllr Ciarán Beary

### South Buckinghamshire Association of Local Councils

Cllr Julie Cook

Cllr Vishal Gupta

Cllr Wendy Matthews

Cllr Peter Stanhope

### Wexham and Ivers Community Board

Cllr Julie Cook

Cllr Stuart Mills

Cllr Peter Stanhope

Also

### Ivers Action Group

All parish councillors are invited to attend and do so as individuals not as representatives of the parish council

## **Partnership Agreement**

### **The Ivers Parish Council and the Colne Valley Park Trust**

April 2022 to March 2027

#### **Shared Objectives:**

The partners agree to work together in furtherance of the objectives of the Colne Valley Regional Park which are supported by the Council, namely:

1. To maintain and enhance the landscape, historic environment and waterscape of the park in terms of their scenic and conservation value and their overall amenity.
2. To safeguard the countryside of the Park from inappropriate development. Where development is permissible it will encourage the highest possible standards of design.
3. To conserve and enhance biodiversity within the Park through the protection and management of its species, habitats and geological features
4. To provide opportunities for countryside recreation and ensure that facilities are accessible to all.
5. To achieve a vibrant and sustainable rural economy, including farming and forestry, underpinning the value of the countryside.
6. To encourage community participation including volunteering and environmental education. To promote the health and social well-being benefits that access to high quality green space brings.

The partners will work together on these objectives for the benefit of residents of Iver Heath, Iver Village and Richings Park to protect, enhance and promote their local countryside.

This will help achieve the Parish Council's priorities relating to the green and wellbeing agendas.

Iver Parish will be the focus of the partnership work but opportunities to achieve the shared objectives will be pursued based on the landscape and its wildlife and the way these are perceived by local people.

#### **The partners will:**

Meet formally on a quarterly basis and as needed to consider spatial planning and project development opportunities

Attend an annual 'tour' of the parish to view and discuss issues and opportunities relating to the shared objectives.

Seek input on the preparation of responses to planning applications, informed by the Ivers Neighbourhood plan

Liaise at an early stage to co-ordinate demands for appropriate and meaningful environmental mitigation from developments. These will be informed by the Colne & Crane GI Strategy (or its successor documents) and the Plan U from of the Neighbourhood Plan *Existing GI Network and opportunities for its enhancement*.

Establish and maintain links between our respective websites. Share and comment on relevant website items and social media posts relating to the shared objectives in the Ivers.

Work together on Colne Valley Festival fortnight (or any similar initiative) to ensure a range of events take place throughout the Ivers. This work will take place only when there is funding available.

**The Ivers Parish Council will:**

Nominate the Chair or Vice Chair as the lead liaison point with the CVRP.

Actively promote the CVRP eg encouraging residents to join the 'Friends of the CVRP', locally-based businesses to become 'corporate supporters' and residents associations/community groups to join as members of the CVRP

Continue membership of the Colne Valley Regional Park as one of approximately 80 member organisations that between them represent tens of thousands of people

Make an annual contribution of £5,000 to the Trust. Paid in one installment in September each year upon receipt of an invoice from the Trust. The contribution will increase in line with any RPI - increases each year starting from 2023/24.

Actively promote and champion the CVRP in dialogue with the local MP and Buckinghamshire Council.

Implement opportunities for 'proud to be in the CVRP' or 'part of the CVRP' branding at sites within the Parish. Ideally site interpretation to include CVRP logo and a map showing the site's context within the wider CVRP

**The Colne Valley Park Trust will:**

Nominate a lead individual (usually the Managing Agent) to act as the main liaison point with the Council

Nominate a trustee to have oversight of the partnership. This trustee will not be expected to engage with all activity but will liaise with the Chair or Vice Chair of the Parish Council on at least an annual basis. This is expected to be by attending one of the partnership meetings

Support the approval process and updates of the Ivers Neighbourhood Plan as relevant to the shared objectives.

Recognise and thank TIPC for its support on newsletters and the CVRP website

Actively promote a circular walk in the Ivers as part of a series of 15-20 short walks throughout the CVRP. Promote the Colne Valley Trail through the Ivers including the main north to south route and an east to west route through the parish connecting Hillingdon with Langley Park. Seek funding to enhance the routes over and above the statutory responsibilities for Public Rights of Way.

On a best endeavours basis, ensure that at least one Trustee/Director lives in the Ivers and/or has strong local knowledge of the geography, issues and opportunities of the Ivers

Involve the Parish Council in developing CVRP projects to achieve the shared objectives and applying for grants for their implementation. Priorities for 2022/23 are listed in appendix A.

#### **The partners will expect from each other**

- A delivery-focused approach
- Honesty and mutual trust
- Commitment to pursuing the shared objectives
- Clear Communication and general transparency
- To support each other's stance on areas of shared objectives and interest.
- In the event that there are any situations where views of the partners differ, to clearly identify these at an early stage and agree a communications strategy which will include a focus on areas of agreement.

**APPENDIX A: Fundraising/grant application priorities for 2022/23 include:**

- Securing a legacy for the Green Recovery Challenge Fund grant (which ends in 31/03/22) for a green team to a) undertake biodiversity, landscape, green space and path enhancements in the Iver part of the Colne Valley Park b) pursue training and employability skills for young people. Seek to continue for any newly funded green team to be based out of Iver Environment Centre
- Continuation of the Rivers Rangers programme once the Lottery Funding ceases in September 2022. To include river cleans ups, outfall safari, pollution monitoring, riverfly surveys, invasive species removal and habitat enhancement.
- Continuation of the events programme once the Lottery Funding ceases in September 2022. To include guided walks, talks and events for community groups, attending community events to raise awareness and engage residents with the countryside on their doorstep, Colne Valley Festival fortnight (or similar)
- Continuation of marketing and communications once the Lottery Funding ceases in September 2022. To include website maintenance, news articles, newsletters, social media posts etc
- Seeking grants or external funding to contribute to costs of responding to development proposals, lobbying national and local government to re-focus on the positive benefits the green belt brings, raising awareness amongst local residents, liaison with community groups locally and nationally through webinars on current issues.
- Securing a grant for a 'funding/development' officer that can secure core income for the CVRP via charitable giving, give as you live, legacies, corporate support, gift aid, administration and promotion of the 'Friends of the Colne Valley Park' etc
- Seek funding to produce a landscape/Green Infrastructure plan for the central part of the CVRP that is supported by Buckinghamshire Council, can be adopted and can be used to inform mitigation from developments. To be informed by Colne & Crane GI Strategy, Ivers Neighbourhood Plan, Ivers Active travel plan and Wildlife Recovery Group: The Ivers