



Parish Council Annual Meeting

Held on Tuesday 7th May 2015

MINUTES

Chairman: Councillor Mr D Neave
Councillors: Councillor Mr N Rickard, Councillor Coulson, Councillor Dr L Kennedy,
Councillor Bird, Councillor Mrs V Lynch, Councillor Dimmock, County
Councillor Glover
Apologies: District Councillor Cooper, Police
By invitation: N/A
In attendance: 11 Parishioners
Clerk: Mrs Rebecca Biley

1 Agree Chairperson and Vice Chairperson, Declarations to be signed

Councillor Mr D Neave re-elected as Chairman with full support of Council. Councillor Mrs V Lynch elected as Vice Chair with full support of Council. (Forms completed)

2 Chairman's items and welcomes

Chairman gave an overview of the cycle of a Parish Council and advised that he is unlikely to serve the full term as Chairman. Chairman welcomed Councillor Michael Bird to the council.

3 Apologies for absence

District Councillor Cooper and Police, apologies accepted by Council. Councillor Neave also wanted to record the council congratulations to District Councillor Cooper on his re-election and to that of County Councillor Glover on her re-election in Wing.

4 Disclosure of interest on items in agenda

None disclosed.

5 Parishioners comments

None made at this time.

6 Receive comments from District and County Councillors and Police

Councillor Glover gave a briefing on sexual crime in the local area; this was also given to representatives from the school. Councillor Glover also gave an update of current news and events including superfast Broadband to serve areas such as Long Marston. Councillor Neave raised the current issues of superfast Broadband at Wingbury Farm, Rowsham and Manor Farm

and the affect it is currently having on the businesses located there- 26 Wingbury Farm and 16 at Rowsham. Councillor Glover will raise with AVDC.

Please see Item 6 documents for full report from Cllr Glover.

- 7 Sign off minutes of
- 7.1 Extraordinary Meeting 31st March 2015
 - 7.2 Open Meeting 14th April 2015
 - 7.3 Planning Meeting 28th April 2015

Councillors resolved to agree to the content of the above mentioned minutes.

8 Confirm

8.1 Confirm Councillors areas of responsibility

- Environment and Health & Safety will continue with Cllr Rickard and the addition of Cllr Bird.
- WRSSAL will continue with Cllr Rickard and the addition of Cllr Dimmock on a temporary basis.
- WCA will continue with Cllr Rickard
- Transport- Formal thanks given to Parishioner Geoff Aldridge for his work in this area and it was agreed they would request he would continue in this area.
- United Reformed Church- Cllr Neave gave an explanation of the URC and the Councils involvement and it was agreed that Cllr Lynch will continue.
- Broadband will continue with Cllr Kennedy. Thanks was given for his tenacity in this matter.
- Neighbourhood Planning- it was agreed that it was too late to appoint any further councillors to this area. Agreed by Council
- Traffic Calming will continue with its current working group and will remain the responsibility of Chris Stovold. Thanks was given to Yvonne & Tony White for their work.
- Parking will remain on hold
- Cycle ways- Cllr Neave checked to see if any parishioners would like to undertake this area, to which no one responded. It was agreed that the Clerk would contact Deborah Martin and Cllr Cooper to see if they would like to continue.
- Balcony group was disbanded
- Pavilion Refurbishment working group was confirmed as Cllr Dimmock, Cllr Rickard, Terry Bracey-Wright, Phil Robinson, Richard Keighley, Rob Fenn, D Bodington and Paul Perkins.
- Arla liaison meetings: it was agreed Cllr Viv Lynch would continue to attend.

8.2 Confirm Standing Orders- Confirmed with no amendments.

8.3 Confirm Asset Register- Confirmed with no amendments.

8.4 Confirm Financial Regulations- Confirmed with no amendments.

8.5 Confirm Risk Register- Confirmed with no amendments.

9 Trees

- 9.1 Becky Biley detailed the issue relating to the tree on the car park by The Green and 1 Church Street. This was reiterated by Cllr Rickard who had visited the site and further by the resident who was present. It was brought to our attention that this may be the responsibility of the power company. Cllr Dimmock asked if the Parish Handyman

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Signed by
Chairman

would be able to complete the works, the council agreed this was not an option due to the height and the power cables. Mrs Biley agreed she would look further into the matter.

9. 2 Cllr Neave gave an outline of the situation concerning the felling of trees by TfB adjacent to 7 Winslow RD, starting with the removal of the tree without notice by BCC and finishing with the contact made by John Bercow and the Chief Executive of Bucks County Council. Cllr Neave advised that the issue is twofold in that it doesn't matter who is responsible, the council needed to address the issue for the resident and that BCC handling had been unacceptable. Cllr Neave put forward that he would write to John Bercow and that the Clerk would get a tree surgeon look at the problem. The Council agreed the action.
9. 3 Becky Biley updated the council on the falling of the tree at Twelve Leys Green and advised that she would get a tree surgeon to look at all trees in that locality.

10 Updates

10. 1 Cllr Lynch and Cllr Kennedy visited the school and support the request for the Council to make a contribution to the costs of the MUGA. Parishioners raised the following questions; what was the feasibility of the students using the MUGA at the sports park? It was explained that it was not suitable. Availability to those outside of the School? The representatives advised they will look at it. Will the site be floodlit? No, this is due to the cost. What will the maintenance costs be like? The equipment researched holds a 7 year warranty so should be relatively low cost.

Cllr Neave asked the Council to vote if they should contribute to the facility. A unanimous yes was reached. Cllrs Lynch & Kennedy will liaise with the school to agree actions going forward and Clerk will forward information on S106 funds to Cllr Lynch.

10. 2 Cllr Coulson presented to the council the advice given by solicitor relating to the Fred Kirby bequest. The primary focus was to create a lasting legacy with the bequest which will benefit the many rather than being frittered away. Cllr Coulson put to the council the proposal to set up a Discretionary Trust with the main purpose to fund grants and to issue loans to benefit Wingrave residents as per the wording of the gift. Details were given on the structure and approach to the Trust with queries relating to any support given to the school as 40% of children attend from out of area and how this will affect future grants, these will need to be looked into. The cost to set up the Trust Document would be £720+VAT and the council unanimously agreed to set up the Trust.
10. 3 Cllr Dimmock asked whether the purpose of the proposed Recreation Ground Pavilion works was to bring the building up to specification or to bring to specification plus additional works such as extensions. The council agreed that it was solely to bring the pavilion up to specification. Cllr Dimmock proceeded to update the council on the last meeting and gave an overview of works required. Those being- re-wiring, windows, shower rooms, update changing room and a new kitchen with an estimated cost of £30K- it should be noted that no quotes have been received for any works and this is just a broad estimate. Query were raised over the possibilities of grills on the windows to prevent breakages, it was advised that toughened glass would be used. The cost of knocking down was also queried, it was reiterated that until costing is complete this could not be answered. It was also noted that Asbestos was present but it had been advised that it was not the very dangerous type and that removal would not be an issue. A request was submitted by Cllr

Dimmock for £300 to pay architect D. Rowe for a Schedule of Condition. This was agreed unanimously by council.

10. 4 Speed watch update was provided by Yvonne White. Figures of vans and lorries on Leighton Rd and Winslow Rd were advised. London Rd and Twelve Leys were the next sites for the NVAS rotation. Cllr Neave queried grant issued by LAF, Mrs White has been assured by P Hudd of the award of the grant. The Sentinel equipment parameters were given for prosecution and it was advised that all group members are happy to continue with speed watch and traffic calming. Figures were also given on car counts for parking by the school at drop-off and pick-up and it was raised that some speeding vans were actually from the village.
- 11 Cllr Neave gave an overview of the meeting with Bidwells and Careys New Homes. It was noted that this is a sensitive time with Neighbourhood Planning and it would not have been appropriate to make site selection based on developers. Cllr Lynch commented that the collation of consultation comments must take place as a priority and Cllr Neave opened up to comments from parishioners of which there were none. The council agreed that this was the right approach.
- 12 Becky Biley gave details of the current vacancy within the council and that we would notify the public via Postie, Communique and Parish notice boards. The seat would then be filled by co-option by the council.
- 13 Becky Biley gave breakdown of expenditure for the beginning of the financial year and advised budget overspends. Cllr Dimmock asked if there were any plans to move to internet banking in the future. Cllr Neave asked the clerk to prepare a report on the practicalities of internet banking for the next meeting.

20/04/2015	DD	DD	Grundon waste management	church bin empty	Environment Committee	Parish Maintenance	Y	78541	5601	£ 75.12		£ 75.12	£ -
22/04/2015	1	002481	Office Innovations	SEA & Draft Plan Pack Printing	Capital Costs	Neighbourhood Planning	Y	99485	5057	£ 37.50	20%	£ 45.00	£ 7.50
22/04/2015	2	002482	Deborah Martin	Two weeks handover	Administration	Clerk's Pay	Y			£ 250.00	0%	£ 250.00	£ -
22/04/2015	3	002483	A Weatherhead Drainage	New Pump Fitting and callout	Environment Committee	Parish Maintenance	Y	59625	8001	£ 1,160.00	20%	£ 1,392.00	£ 232.00
22/04/2015	4	002484	Office Innovations	Printing Communique drop-NP	Capital Costs	Neighbourhood Planning	Y	99485	5057	£ 35.00	20%	£ 42.00	£ 7.00
24/04/2015	5	002485	Sure 2 Door	Neighbourhood Plan leaflet delivery	Capital Costs	Neighbourhood Planning	Y	16987	9037	£ 28.13	20%	£ 33.76	£ 5.63
24/04/2015	6	002486	Rebecca Biley	Clerk wages & Expenses	Administration	Clerk's Pay	Y			£ 456.57	0%	£ 456.57	£ -
24/04/2015	7	002487	The SLCC	Annual Membership	Subscriptions	SLCC	Y			£ 111.00	0%	£ 111.00	£ -
24/04/2015	8	002488	BALC	Annual Membership	Subscriptions	NALC/BALC	Y			£ 221.96	0%	£ 221.96	£ -
24/04/2015	9	002489	Heritage Association	1 of 2 (50%) Payments of annual grant	Community Groups	Wingrave Heritage Association	Y			£ 300.00	0%	£ 300.00	£ -
24/04/2015	10	002490	WCA	1 of 2 (50%) Payments of annual grant	Community Groups	Wingrave Community Association	Y			£ 2,000.00	0%	£ 2,000.00	£ -
28/04/2015	11	002491	URC	1 of 1 (100%) Payments of annual grant	Community Groups	URC Cemetery Grant				£ 250.00	0%	£ 250.00	£ -
28/04/2015	12	002492	Simon Frankum	Maintenance of recreation ground & Tree removal	Environment Committee	Parish Handyman	Y			£ 100.00	0%	£ 100.00	£ -

Cobblers wick														
28/04/2015	13	002493	Sally Roost	End of year accounts	Administration	Audit		£ 120.00	0%	£ 120.00	£ -			
30/04/2015	DD	DD	Grundon waste management	church bin empty	Environment Committee	Parish Maintenance	78541 5601	£ 80.55	20%	£ 96.66	£ 16.11			
01/05/2015	DD	DD	EON	Lighting Charges	Street Lighting	Electricity		£ 180.46	0%	£ 180.46	£ -			
10/05/2015	14	002494	Sure 2 Door HFE Signs c/o R Dimmock	Neighbourhood Plan leaflet delivery	Capital Costs	Neighbourhood Planning	16987 9037	£ 28.13	20%	£ 33.76	£ 5.63			
11/05/2015	15	002495	Office Innovations	Neighbourhood Plan Banners	Capital Costs	Neighbourhood Planning	82330 3466	£ 265.00	20%	£ 318.00	£ 53.00			
11/05/2015	16	002496	Office Innovations	Office Equipment for Clerk	Capital Costs	Office Equipment Fund	99485 5057	£ 648.58	20%	£ 778.30	£ 129.72			
11/05/2015	17	002496	Office Innovations	2 x leaflet prints for NP	Capital Costs	Neighbourhood Planning	99485 5057	£ 72.10	20%	£ 86.52	£ 14.42			

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Signed by
Chairman

- 14 Planning application 15/01321/ALB was reviewed and no objections were raised by Council.
- 15 Clerks Report content was noted and approved. Councillors agreed that the next Communiqué article should include the following;
- Councillor Vacancy

Meeting ended at 9.40pm