



Minutes of Parish Council Meeting

Held on Tuesday 17th December 2019

Chairman: Councillor Mrs V Lynch
Councillors: Councillor Mr D Clements, Councillor Mr C Harrison, Councillor Mrs M Lawrence, Councillor Mr D Neave and Councillor Mr J Pugh
Apologies: Councillor Dr H Price
Clerk: Mrs R Biley
Attendance: County Councillor Mrs N Glover and District Councillor Mr P Cooper
Parishioners: 12
By Invitation: Mentmore Parish Council Chairman, Mr P Brazier

1. Apologies for absences

Apologies were received and accepted from Councillor Price.

2. Disclosure of interest on items in agenda

Councillors declared no interest in any items on the agenda.

3. Comments from County Councillor, District Councillor and Police

County Councillor Glover delivered her report which advised that the Council were four months away from Unitary status, with its biggest challenge being amalgamating the planning departments. Localism strategy allowed for community groups to facilitate local decisions. Devolution agreements were currently being drawn up; these services remain completely optional. Road repairs will need to wait until spring due to the level of rain the County has experienced.

Councillor Cooper updated the Parish Council on the district news, which included the election on the 7th May and will include a shadow scrutiny panel, this will be webcast over 4 days and this will decide the priorities for the future. AVDC is now winding down, the new Council will be called "Buckinghamshire Council". There is still a lot of work to be completed including unifying the Council tax, reserves and assets. The estimated saving of going unitary is 3%, however, until final figures are known this is unable to be confirmed. It is not yet known whether satellite offices are required across the different districts but there will be some structure in place to allow local contact. The initial term of the new Council will be 5 years, the Parish Councils will follow suit.

The Police were unable to attend due to a call out but advised that overall crime was down 30% in the area, however Wingrave had experienced 2 burglaries recently and that Parishioners should keep vigilant.

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Signed by
Chairman

4. Sign off Parish Council Meeting Minutes

4.1 Parish Council Meeting 2019 11 26

The minutes of the meeting held on 26th November 2019 were approved as an accurate account and were signed by the Chairman as such.

5. Discussion of Mentmore Crossroads - Open discussion

Councillor Lynch introduced the item and Councillor Glover updated the Council and Parish with the following information.

The collision data has been reviewed and there have been 4 injury collisions over the last 5 years, reports from Thames Valley are currently awaited. There have been no prosecutions for any of these incidents so far. The junction, including the lining, rumble strips and signs have been refreshed. Transport for Bucks (TfB) will also be adding yellow backed signage to the approaches and are looking into reflective posts as well. There has been mention of the possible option of a Motion Vehicle activated Sign (MVAS) for the area as well but there is currently no funding available for any major works and any additional works than those completed or due to be completed would need to be funded by the Parishes.

Councillor Cooper stated that Councillor Glover has given the technical response to this issue, however there was a fundamental flaw in the crossroads, however, it was felt that the signage may well work and certainly a good first step. The issue remains that people do not see the junction and a luminous backing for the signs should be pushed for.

The Clerk advised that she had been in contact with a Safety Team Leader at TfB and whilst no representative was able to attend the meeting, they had agreed to a daytime meeting with Council representatives and between 1 and 2 parishioner representatives. Prior to this meeting, questions should be submitted to them and they will bring the answers with them. The Clerk proposed that a representative from both Mentmore and Wing Parish Councils should also be in attendance.

It was resolved that Councillor Lynch would represent Wingrave with Rowsham, Peter Brazier would represent Mentmore and the Clerk would invite Wing to nominate a representative. Parishioner representation would be made by Mr J Considine and Mr J Henderson. It was also resolved that the group should pursue the MVAS option and possibly look at lighting the junction.

The discussion was opened up to the floor and comments were made by members of the public on personal experiences at this junction and the need to keep pushing for measures to be implemented.

Councillor Lynch suggested a New Year meeting for the nominated representatives.

6. Planning

6.1. Twelve Leys Committee hearing confirmation of Councils position

Councillor Lynch introduced the item and advised that the committee hearing would take place on Wednesday 18th December.

Councillor Cooper advised that the Parish Council would speak as well as himself. Parishioners will then have the opportunity to speak providing they have registered, and would be entitled to 2½ minutes each, with a total slot of 25 minutes. Councillor Cooper stated that with VALP due to become planning policy by 2020, approximately 80% of its powers would be in effect, the Neighbourhood Plan would be the planning policy used and it would be likely that the application would be referred and then decided under delegated authority, the committee would send instructions to the planning officers to make that decision.

Councillor Cooper recommended that the Parish Council refuse the application on the basis of the provision for foul sewage. However, Thames Water, as the statutory consultees would likely be taken at their word that the solution would work so convincing the committee otherwise would be the challenge. Councillor Cooper's intentions were to request a site visit and also review the buffer for Stookslade at that time.

Councillor Neave stressed that should a straight connection be proposed that it must be resisted.

Councillor Lynch asked Councillors to resolve to agree the statement circulated, which was supported by a unanimous vote. The full report is available as an appendix.

A parishioner asked whether the Parish Council would be pursuing only the sewage issue, to which Councillor Lynch advised that due to the complexities it was felt that this should be the Council's focus at this time.

Councillor Cooper noted that he would also be raising traffic, planning conditions, Nup End pedestrian access and what the enforcement of these would look like.

The Clerk agreed to submit the Parish Council's Committee statement to the Planning Portal on Thursday 19th December.

6.2 Baldways Development

- **19/02950/APP**
- **Erection of one and a half storey side extension to Plot 1 | Land Off Baldways Close Leighton Road Wingrave Buckinghamshire**

Councillor Pugh advised that the notification was received of revised plans, however on inspection, we could see no difference. The Clerk spoke to the planning officer and confirmed that the developer had removed all parts of the application bar those that related to the side extension to plot 1.

A parishioner noted that which the extension you would see a 40% increase in the properties footprint.

It was noted that the original working group had worked hard with the developer to lesson the impact to the neighbouring property and this application would go back on those agreements.

Councillor Lynch proposed the Council object to this application, this was approved by all Councillors. Councillor Pugh agreed to formulate the response, the Clerk noted that the deadline for a response was 26th December 2019.

7. Playground update

Councillor Clements delivered an update on the playground which advised that we have now had a response from AVDC and the plan had been moved slightly to allow for a better line of sight for properties in close proximity, work could now go ahead and had been provisionally booked in for 6th January 2020. However, after a site meeting with the installer, it was found that some of the ground works were not quite to specification and would need to be rectified before that could happen. Councillor Clements intended to speak to the contractor to arrange this. The playground installation itself would take approximately 3 weeks to complete, no vehicles would need to access the Recreation Ground; parking would need to be restricted on Church Street for the duration.

8. Bulb planting request

The Clerk advised she had received a request from Wingrave WI to plant bulbs on the Village Green as well as a request from Councillor Lawrence to plant Bulbs on the patch of greenspace in Rowsham. Planting would take place under the trees within Wingrave and the Clerk noted that she had expressed that any planting in Rowsham should still allow for the mowers to access the space as needed.

The Clerk asked the Council to approve both schemes, which was approved by unanimous vote.

9. Finance

9.1 Payments since last meeting

The payments since the last meeting were approved by all Councillors.

24/10/2019	Rebecca Biley	Clerks pay and expenses	£773.080	773.08
24/10/2019	HMRC	tax and ni	£7.900	£7.90
01/11/2019	EON	November statement	£132.490	139.11
12/11/2019	Women with Waders	50% payment for pond clearance	£975.000	£1,170.00
12/11/2019	Tony Lambourne	handyman services	£143.000	143.00
21/11/2019	Fridge Freezer direct	Chillers for Wingrave Park	1,596.710	£1,916.05
29/11/2019	R Biley	November Pay	£759.45	759.45
29/11/2019	HMRC	Tax and NI	£7.90	£7.90
26/11/2019	Women with Waders	50% final payment	£975.00	£1,170.00
28/11/2019	Smart Group	MVAS purchase match fund LAF	£2,410.00	£2,892.00
28/11/2019	Office Innovation	New laptop	£1,149.00	£1,378.80
02/12/2019	AVDC	Dog waste bin empty	£908.80	£1,090.56
15/12/2019	AVDC	Church bin empty	£17.55	17.55
05/12/2019	JPCS	post for new MWAS	£401.45	481.74

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Chairman

05/12/2019	Helpful Hirings	playground fencing	£226.80	272.16
10/12/2019	Tony Lambourne	handyman services	£154.00	154.00
10/12/2019	Aura Print c/o H Price	Traffic printing	£51.84	62.21
10/12/2019	Andy Muskett	Repair to Winslow rd streetlight (by Millway)	£113.00	135.60

Payment Group	Payment Type	Reserve Funds	Spend to Date	Balance
Administration	Clerk's Pay	-	£6,212.57	£3,087
Administration	Office Maintenance/Administration	-	£531.40	£209
Administration	Training	-	£83.10	£217
Administration	Insurance	-	£3,272.90	£27
Administration	Audit	-	£777.50	-£197
Administration	Legal fees	-	£0.00	£300
Capital Costs	General Reserve	£35,843	£7,710.14	£32,303
Capital Costs	Maintenance Infrastructure Fund	-	£1,568.95	-£165
Capital Costs	Traffic Calming Fund	£13,849	£3,649.15	£10,280
Capital Costs	Office Equipment Fund	£1,189	£1,378.80	-£190
Capital Costs	Sports Facilities Maintenance Fund	£38,618	£1,773.60	£37,844
Capital Costs	Neighbourhood Planning	£2,351	£1,320.00	1,031
Community Groups	Wingrave Community Association	-	£5,000.00	£-
Community Groups	Wingrave Heritage Association	-	£624.00	£-
Community Groups	Parish Church Cemetery Grant	-	£301.50	£299
Community Groups	URC Cemetery Grant	-	£350.00	£-
Community Groups	Play around the Parish	-	£456.00	-£76
Community Groups	Kirby Memorial Fund	£232,222	£64,303.32	167,919
Environment Committee	Parish Maintenance	-	£7,019.95	-3,120
Environment Committee	Parish Handyman	-	£1,694.96	-£895
Environment Committee	Emptying Dog Waste Bins	-	£1,090.56	-£56
Environment Committee	Provision for Devolved Tasks	£6,845	£4,364.30	£6,981
Environment Committee	Tree Maintenance	£2,440	£276.00	£3,664
Management	WWRSAL Management Fee		£2,500.00	£-
Management	Wingrave Park Rent	-	£825.00	£275
Misc.	Election Fund	£1,585	£0.00	£1,585

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Section One Three Seven	Remembrance Day Wreath	-	£18.00	£2
Section One Zero Six	Section 106	£139,693	£0.00	£139,693
Street lighting	Electricity	-	£1,099.44	£2,001
Street lighting	Maintenance	-	£135.60	£2,864
Subscriptions	NALC/BALC	-	£243.20	£32
Subscriptions	SLCC	-	£136.00	-£15
Subscriptions	AVALC	-	£0.00	£20
Total			£118,715.94	

9.2 Accounts reconciliation

The accounts reconciliation was presented to the Council and the Clerk confirmed that she had found an issue in the VAT calculations with the decimal points and was confident that the accounts would now reconcile for the year to the penny. The reconciliation was approved by all councillors. Full report is available as an appendix.

9.3 Tree survey approval

The Clerk presented the Council with two quotes for consideration, Councillor Neave proposed that the Council instruct the contractor for quote B for the work, at a cost of £480 + vat as well as an additional charge for the required drawings / maps. This proposal was agreed by all councillors.

9.4 Recreation Ground (the Green side) access pathway-£464

The Clerk advised that the Council had agreed to review the access from the Green car park to the Receptions Ground and that Councillor Pugh had been in contact with MW Agri and detailed the required work. This came to a cost of £464 + vat and would involve graduating the slope and installing a ridged surface to allow for better traction.

The Council approved the spend by unanimous vote.

9.5 Budget Approval

The Clerk asked whether councillors had viewed the amendments to the budget and advised that since its publication that the Wingrave Community Centre and the Wingrave Heritage Society had submitted their grant requests for next year. Whilst the WCA had remained the same, the Heritage Association had increased from £624 to £636 to cover storage costs. The proposed budget was set for £53,400 and the Clerk asked the Council whether it wished to grant the Heritage Associations request for additional funds.

The Council resolved that it would not increase the budget from £53,400 but would absorb the small increase from the Heritage association on this occasion. It was requested that the Clerk write to all those in receipt of a grant from the Parish Council and advise them that any grants for 2021-2022 would be reviewed, along with the Parish Council's grant awarding policy, and would not be guaranteed in the future.

The budget and tax base calculations are available as an appendix.

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Chairman

Meeting ended at 21.45

Appendix 1- Item 6.1 Twelve Leys Development Committee Statement

Wingrave with Rowsham Parish Council Statement
Strategic Management Committee Meeting - 18th December 2019.
Land Off Twelve Leys Wingrave Buckinghamshire
Development of 32 residential dwellings with associated access, parking, and
Landscaping

The proposed development will be located adjacent to an existing development, Twelve Leys and Nup End Lane. The developer intends that they share the present sewage disposal system to which the proposed development will be linked via a holding tank. The present system has given cause for serious concern for several years. Thames Water has been called out on numerous occasions to deal with overflows of raw domestic foul sewage, blocked pumps etc. Since July 2018 local residents, in association with the parish council, have maintained a log of Thames Water attendances, 33 in all. I understand members of the committee have copies. It records the date of each attendance of which we are aware, a statement of the problem and, where appropriate, a note of any relevant comments made by Thames Water staff attending. It clearly highlights a sewage disposal system not fit for purpose.

On 19 June 2019 the parish council made a Freedom of Information request to Thames Water seeking, inter alia, " a complete record of all reports made to you and/or prepared by you in relation to the sewage systems, the action taken, the cause of the issue and the reason for the issue between the dates of 7 June 2016 and 19 June 2019 " After considerable difficulty and delay the parish council received a partial response on 18 November 2019- substantially after the time limit set for such responses. However, Thames Water did disclose their own log of attendances between 11 June 2016 and 29 May 2019. Copies have also been provided for the committee.

The parish council has compared the two logs for the period 18 July 2018 to 21 November 2019. The parish council log records 29 visits by Thames Water to attend to problems with the sewage system the Thames Water log records only 16. Whilst a small part of the discrepancy might be explained by differences in the method of recording attendances most cannot be explained. Moreover, of the 29 Thames Water attendances recorded in the parish council log, 18 do not appear in the Thames Water log. The extent of information in the Thames Water log is much less than that in the parish council's log. In particular, revealing comments made by Thames Water employees attending do not appear in the former. The picture that emerges is of a system requiring constant attention and struggling to meet the demands placed upon it; it is a threat to health and safety.

The proposal to deal with foul sewage disposal on the new development by means of a holding tank and controlled release into the existing system will, at best, not make the present bad situation worse. But anything less than continuous optimal performance will have a major impact on the already failing system. The proposal is potentially hazardous and should be rejected.

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Chairman

The parish council urges the committee to refuse any application for consent until the committee and/or its officers are fully satisfied that any proposal to deal with foul sewage from the new development ensures that the system in its entirety is fully fit for purpose and well able to meet any demands likely to be made of it.

It is the parish council's opinion that the provision of a direct flow throughout all of the system would meet the need. Any system employing holding tanks or using similar interventions will only serve to mask what is a serious hazard.

Appendix 2- Item 9.2 November Account Reconciliation

Bank Account Reconciliation

<u>November</u>	statement Date	Notes
Current Account	60,012.12	25/10/2019- 22/11/2019
Kirby Account	180,989.76	01/11/2019- 29/11/2019

Unpresented payments

29-Nov	RBL	Poppy Wreath	£18.00
29-Nov	R Biley	Clerks Pay	£759.45
29-Nov	HMRC	Tax and NI	£7.90
26-Nov	Women in Waders	Pond clearance	£1,170.00
28-Nov	Smart Group	MVAS purchase	£2,892.00
28-Nov	Office Innovation	New laptop	£1,378.80
02-Dec	AVDC	Dg waste empty	£1,090.56
15-Dec	AVDC	Church bin empty	£17.55
05-Dec	JPCS	Post for MVAS	£481.74
05-Dec	Helpful Hirings	Playground Fencing	£272.16
			8,088.16

Total

Receipts Not Banked / Cleared

Reconciliation

	Current	Kirby
Starting Balance	£54,420.52	£180,989.76
Income & Transfers	£46,547.28	£0.00
Reconciled Payments	-£51,383.41	-£14,080.40
Unpresented Cheques	-£8,088.16	£0.00
Unpresented income	£0.00	£0.00
Statement Balance	£49,584.39	£166,909.36
Total	£41,496.23	£166,909.36

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Chairman

Appendix 3- Item 9.5 2020-2021 Budget

2020/2021 Budget	53400
Administration	19100
Audit	800
Accounts Creation	215
External Audit	500
Internal Audit	85
Clerks Pay & Expenses	12270
Expenses	300
Mileage	55
Salary	11307
Tax and NI	108
Working from Home	500
Insurance	3600
Estimate	3600
Legal Fees	300
Allowance	300
Office Maintenance	1830
Office Innovation- see separate costings breakdown	1830
Training	300
Allowance	300
Capital Costs	5860
General Reserve	1500
General Reserve	1500
Maintenance Infrastructure	2500
Extinguisher Serv	400
Fire Inspections	213
Hedge cut at Park	400
Intruder Alarm service	90
Lift Service	140
Playground Inspection and maintenance	504
Pump Cleaning	450
Pump service	225
Skate park safety Inspection	78
Neighbourhood Planning	0
No allocation	0
Office Equipment Fund	260
Provision for Printer	260
Sports Facilities Maintenance Fund	1500
allocation for solar	500
General Spend	1000
Traffic Calming	100
MVAS Maintenance	100
Community Groups	6934

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Kirby Fund	0
No allocation	0
Parish Church Cemetary Grant	600
Church Bin	600
Play Around the Parish	360
Play Around the Parish	360
URC	350
Grant	350
WCA	5000
Grant	5000
WWRHA	624
Grant	624
Election Fund	0
Election Fund	0
Election Fund	0
Environment Committee	11336
Devolved Task	3500
£2000 Grant from BCC	3500
Emptying Dog Waste bins	1200
AVDC	1200
Parish Handyman	2000
Parish Handyman	2000
Parish Maintenance	4636
Grass cutting	650
Misc	900
Notice Board- Rowsham	1250
Pond Maintenance	1500
Tree Maintenance	336
Management	3600
Management Fee	2500
WWRSAL	2500
Park Rent	1100
Pratts	1100
Section 137	20
Remembrance Wreath	20
RBL	20
Street Lighting	6100
Electricity	6100
EON	3100
Maintenance	3000
Subscriptions	450
AVALC	25
AVALC	25
BALC/ NALC	275

BALC/ NALC	275
SLCC	150
SLCC	150
Grand Total	53400

Wingrave with Rowsham

TABLE A - ILLUSTRATIVE PURPOSES

PRECEPT CALCULATION	Tax Base	Band D	Precept
2019/20 Base Data	655.40	76.29	50,000.00
2020/21 Base Data	700.02		
Keeping Your Band D Equivalent The Same	A 700.02	B 76.29	
Multiply A by B to give the Precept Amount (Rounded to nearest £10).			53,405.00
Keeping Your Precept The Same	C 700.02		D 50,000.00
Divide D by C to give the "Band D" Amount		71.43	
Percentage Band D Increase / -Decrease Year on Year		-6.37	
Percentage Precept Increase / -Decrease Year on Year			6.81

TABLE B

CHANGING THE PRECEPT AMOUNT	Tax Base	Precept	Band D
Enter the Required Amount in A (A Divided by B to gives the Band D Figure)	B 700.02	A 53,400.00	76.28
This will be the percentage increase / -decrease that will appear on the bill		-0.01%	
Percentage increase / -decrease in precept amount		6.80%	
CHANGING THE BAND D AMOUNT	Tax Base	Precept	Band D
Enter the Required Amount in C (C Multiplied by D to gives the Precept Figure)	D 700.02	53,404.53	C 76.29
This will be the percentage increase / -decrease that will appear on the bill		0.00%	
Percentage increase / -decrease in precept amount		6.81%	