



Minutes of Parish Council Meeting

Held on Tuesday 25th February 2020

Chairman: Councillor Mrs V Lynch
Councillors: Councillor Mr D Clements, Councillor Mr C Harrison, Councillor Mrs M Lawrence, Councillor Dr H Price and Councillor Mr J Pugh
Apologies: Councillor Mr D Neave
Clerk Mrs R Biley
Attendance: District Councillor Mr P Cooper
Parishioners: 0
By Invitation: Mr G Chater, Chairman- WWSAL

1. Apologies for absences

Apologies were received and accepted from Councillor Neave.

2. Disclosure of interest on items on the agenda

Councillor Clements and Councillor Harrison noted their interests in Item 5 as members of the Bowls club and Croquet Club respectively.

3. Comments from District and County Councillors and Police

Apologies were received from County Councillor Glover and their report was submitted for the Council; the full report is available as an appendix.

District Councillor Cooper delivered his report which included the following: the process of moving to unitary is nearly complete but it will take approximately five years to fully implement.

The Planning department is experiencing difficulties due to staff shortages and an inability to recruit until the new Council is in effect. It is thought that the new department at Buckinghamshire Council will be strong.

Interim provision has been made for members in terms of the election.

The Local Plan (VALP) will come in in approximately five weeks but will cease when the new Council comes into effect. Existing made Neighbourhood Plans will probably not need to be reviewed / remade until new plan is in place 2025.

The development at Twelve Leys will be decided under delegated powers, it will be approved but will be subject to conditions, which Councillor Cooper will review and ensure are enforceable and relevant.

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Chairman

HS2 will be going ahead and an announcement will be made at the budget about the Expressway.

4. Sign off Parish Council Meeting Minutes

4.1 Parish Council Meeting 28th January 2020

The minutes of the Parish Council meeting held on 28th January were approved as an accurate account of the meeting and signed as such.

5. WWSAL Update

5.1 General

Mr Chater provided an update which included the following: WWSAL had seen some successes over the last few months. All contracts were implemented, and they were now compliant; the Recreation Ground Pavilion working group was up and running, they were reviewing the fee process and beginning to review the management agreement.

WWSAL's next steps would be to focus on outstanding tasks and confirmed the fete was going ahead for 12th July.

Challenges ahead were the low level of volunteers and the financial constraints.

5.2 Pavilion Update

Councillor Pugh advised that Council representatives met yesterday and set out the parameters for the working groups and how council would proceed.

Councillor Lynch advised that it was a working document that could be amended as the project progresses, but key points are that the Parish Council must be consulted and parishioners should be given the opportunity to comment at an appropriate time.

5.3 Pavilion Approval of Next Steps

Councillor Pugh stated that the working group would need a provisional allocation of funds in the region of £5k to move forward.

Councillor Lynch proposed the Council approve £5K for the retainment of professionals only and should not be released until the results of a survey are returned. This was seconded by Councillor Pugh and resolved by the Council by unanimous decision.

6. Traffic Update

Councillor Price attended a traffic meeting in Cheddington which detailed that 47% of traffic is through traffic. It was also confirmed that a pre-consultation survey was available, this had also been publicised via Postie and the Facebook community page.

Councillor Clements noted that it was a step in the right direction, but the big issue was enforcement.

7. Rowsham Notice Board- 2020-2021 Financial spend

The Council ran through the options and voted 5:1 in favour of a 2 x A2 notice board for Rowsham. The Clerk advised this would be arranged sometime in the new financial year (2020/20210).

8. Neighbourhood Planning- Development Working Groups

Councillor Lynch stated that the South side of Leighton Road development had been approved but Twelve Leys was still awaiting a decision.

The council discussed the options and agreed that a working group should consist of 1 Councillor as chair and plus a maximum 4 volunteers. Councillor Lawrence offered to review the development.

The Council decided to defer Twelve Leys until a decision had been made.

9. VE Day Celebrations- Update and approval

Councillor Harrison gave an overview of the current plans and asked the PC to look at carrying out some repairs to the bus shelter at the A418. It was noted that actions had already been taken to review this.

Councillor Harrison also asked if the council was willing to allow bunting on Council assets. The Council agreed it was happy to allow this and would purchase bunting up to a value of£100.

10. Memorial Tree- Winslow Road

The Clerk advised that she had been contacted about agreeing to maintain a flowering cherry which is to be planted on the corner of Castle Street and Winslow Road in memory of a resident who had recently passed away. The purchase of the tree would be completed by the requester and the approval had been sought and agreed by BCC / TfB.

The Parish Council resolved to the ongoing maintenance of the tree as set out in the proposal.

11. Unitary Community Boards

The Council would review and respond if necessary.

12. Finance

12.1 Payments Since last meeting

12/11/2019	Women with Waders	50% payment for pond clearance	£975.000	20%	£1,170.00
12/11/2019	Tony Lambourne	handyman services	£143.000	0%	£143.00
21/11/2019	Fridge Freezer direct	Chillers for Wingrave Park	£1,596.710	20%	£1,916.05
26/11/2019	Women with Waders	50% final payment	£975.00	20%	£1,170.00
28/11/2019	Smart Group	MVAS purchase match fund LAF	£2,410.00	20%	£2,892.00
28/11/2019	Office Innovation	New laptop	£1,149.00	20%	£1,378.80

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29/11/2019	R Biley	November Pay	£759.45	0%	£759.45
29/11/2019	HMRC	Tax and NI	£7.90	0%	£7.90
02/12/2019	AVDC	Dog wats bin empty	£908.80	20%	£1,090.56
05/12/2019	JPCS	post for new MWAS	£401.45	20%	£481.74
05/12/2019	Helpful Hirings	playground fencing	£226.80	20%	£272.16
10/12/2019	Tony Lambourne	handyman services	£154.00	0%	£154.00
10/12/2019	Aura Print c/o H Price	Traffic printing	£51.84	20%	£ 62.21
10/12/2019	Andy Muskett	Repair to Winslow Rd streetlight (by Millway)	£113.00	20%	£135.60
11/12/2019	EON	December statement	£128.22	5%	£134.63
15/12/2019	AVDC	Church bin empty	£17.55	0%	£ 17.55
20/12/2019	ICO	ICO licence	£35.00	0%	£ 35.00
31/12/2019	Rebecca Biley	Clerks pay and expenses	£753.16	0%	£753.16
31/12/2019	HMRC	Tax and NI	£7.90	0%	£7.90
01/01/2020	MW AGRI	December statement	£450.42	20%	£540.50
02/01/2020	Pratts	Park Rent	£275.00	0%	£275.00
11/01/2020	EON	January statement	£132.49	5%	£139.11
15/01/2020	AVDC	Church Bin Empty- December	£28.80	0%	£ 28.80
20/01/2020	WWRSAL	Grass cutting services 19/20	£900.00	0%	£900.00
30/01/2020	Rebecca Biley	Clerks pay and expenses	£797.25	0%	£797.25
30/01/2020	HMRC	Tax and NI	£7.90	0%	£7.90
30/01/2020	Wingrave Church	Hire of Facilities	£80.00	0%	£ 80.00
01/02/2020	MW AGRI	January statement	£450.42	20%	£540.50
04/02/2020	A Weatherhead	Wash out o flank	£225.00	20%	£270.00
04/02/2020	MW Agri	Playground works	£200.00	20%	£240.00
04/02/2020	Creative Play	Playground final payment	£39,556.60	20%	£47,467.92
16/02/2020	AVDC	Church Bin Empty- January	£26.70	0%	£ 26.70
01/11/2019	MW AGRI	November devolved	£450.42	20%	£540.50
13/02/2020	D Clements	Sundries for playground opening	£34.42	20%	£ 41.30

Payment Group	Payment Type	Budget 2019-20	Reserve Funds	Spend to Date	Balance
Administration	Clerk's Pay	£9,300	£ -	£7,778.78	£1,521
Administration	Office Maintenance/Administration	£740	£ -	£566.40	£174
Administration	Training	£300	£ -	£83.10	£217
Administration	Insurance	£3,300	£ -	£3,272.90	£ 27
Administration	Audit	£581	£ -	£777.50	-£197
Administration	Legal fees	£300	£ -	£0.00	£300
Capital Costs	General Reserve	£4,170	£ 35,843	£7,710.14	£ 32,303
Capital Costs	Maintenance Infrastructure Fund	£1,404	£ -	£1,838.95	-£435
Capital Costs	Traffic Calming Fund	£80	£ 13,849	£3,649.15	£ 10,280
Capital Costs	Office Equipment Fund	£-	£1,189	£1,378.80	-£190
Capital Costs	Sports Facilities Maintenance Fund	£1,000	£ 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	£ -	£5,000.00	£-
Community Groups	Wingrave Heritage Association	£624	£ -	£624.00	£-

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Payment Group	Payment Type	Budget 2019-20	Reserve Funds	Spend to Date	Balance
Community Groups	Parish Church Cemetery Grant	£600	£ -	£357.00	£243
Community Groups	URC Cemetery Grant	£350	£ -	£350.00	£-
Community Groups	Play around the Parish	£380	£ -	£456.00	-£76
Community Groups	Kirby Memorial Fund	£-	£232,222	£112,132.54	£120,089
Environment Committee	Parish Maintenance	£3,900	£ -	£7,919.95	-£4,020
Environment Committee	Parish Handyman	£800	£ -	£1,694.96	-£895
Environment Committee	Emptying Dog Waste Bins	£1,035	£ -	£1,090.56	-£56
Environment Committee	Provision for Devolved Tasks	£4,500	£6,845	£5,985.80	£5,359
Environment Committee	Tree Maintenance	£1,500	£2,440	£276.00	£3,664
Management	WWRSAL Management Fee	£2,500		£2,500.00	£-
Management	Wingrave Park Rent	£1,100	£ -	£1,100.00	£-
Misc.	Election Fund	£-	£1,585	£0.00	£1,585
Section One Three Seven	Remembrance Day Wreath	£ 20	£ -	£18.00	£2
Section One Zero Six	Section 106	£-	£139,693	£0.00	£139,693
Street lighting	Electricity	£3,100	£ -	£1,373.18	£1,727
Street lighting	Maintenance	£3,000	£ -	£135.60	£2,864
Subscriptions	NALC/BALC	£275	£ -	£243.20	£ 32
Subscriptions	SLCC	£121	£ -	£136.00	-£15
Subscriptions	AVALC	£ 20	£ -	£0.00	£ 20

12.2 Accounts Reconciliation

Councillors approved the reconciliation in full.

Bank Account Reconciliation
December- January

Statement
Date

Current Account	£39,705.87	25/11/2019- 24/01/2020
Kirby Account	£166,909.36	30/11/2019- 31/12/2019

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Unpresented payments

	30/01/2020	Rebecca Biley	£797.25
	30/01/2020	HMRC	£7.90
	30/01/2020	Wingrave Church	£80.00
	01/02/2020	MW AGRI	£540.50
	04/02/2020	A Weatherhead	£270.00
	04/02/2020	MW Agri	£240.00
	04/02/2020	Creative Play	£47,467.92
	16/02/2020	AVDC	£26.70
	13/02/2020	D Clements	£36.01
		GES	£210.00
			£49,676.28

Total

Receipts Not Banked / Cleared

Reconciliation

	Current	Kirby
Starting Balance	£49,584.39	£166,909.36
Income & Transfers	£1,916.05	£147.20
Reconciled Payments	-£11,794.57	£0.00
Unpresented Cheques	-£49,676.28	-£47,743.93
Unpresented income	£47,743.93	£0.00
Statement Balance	£39,705.87	£166,909.36
Total	£37,773.52	119.312.63

13. Clerks Report

The clerk ran through the Clerks report but little to report at this time.

Meeting ended at 21.55

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Chairman