



Minutes of Parish Council Meeting

Held on Tuesday 16th March 2021

Chairman: Councillor Mrs V Lynch
Councillors: Councillor Mr G Chater, Councillor Mr D Clements, Councillor Mr C Harrison, Councillor Mrs M Lawrence, Councillor Mr D Neave, Councillor Dr H Price and Councillor Mr J Pugh

Apologies:
Clerk Mrs R Biley
Attendance: Buckinghamshire Councillor Mr P Cooper
Parishioners: 13

1. Apologies for absences

1.

No apologies were received as all Councillors were present.

2. Disclosure of interest on items in agenda

Councillor Clements and Councillor Harrison registered their interests in item 7 and Councillor Pugh registered his interest in item 5.2.

These interests were noted, and Councillors were prohibited from voting on these items.

3. Reports from Buckinghamshire Council Councillor and the Police

The Clerk delivered a report supplied by our Community Support Officer which confirmed that crime remained low in the Parish and in the past year the following crimes were reported:

- Three residential Burglaries
- 2 Shed break-ins at the allotments, these had been linked to others in the Aylesbury area.
- A break into on a building site, theft of tools reported.
- Two thefts from motor vehicles

PCSO Samson noted that the main community priorities are to reduce burglaries from dwellings and sheds, targeting drug use and dealing and to reduce rural crime.

It was also confirmed that one of the motor vehicles stolen was located and returned, this coincided with arrests of three persons at the end of January 2021 across the North Bucks and neighbouring counties. Since these arrests were made, conditions were imposed to prohibit the individuals entering Buckinghamshire, this has resulted in a significant reduction in rural crime.

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Signed by
Chairman

Two persons have been reported for hare coursing outside Wingrave / Ledburn area. This resulted in the seizure of hunting type dogs.

Lastly, the Police will continue to monitor the Recreation Ground and Wingrave Park and thanked the local community for reporting incidents and asked for their continued support.

Councillor Cooper delivered his report on behalf of Buckinghamshire Council which included the following updates:

The freight strategy was moving forward and would see restriction on vehicles over 7.5 tonnes within the local area. This has been somewhat delayed by slow responses from neighbouring counties.

The electoral review had begun and would see a reduction from 202 Members, down to 196. This will further reduce to 147 seats over time. Each ward will be allocated 3 seats and should eventually reduce to 120 in the future; however, it is Councillor Coopers opinion that this is still more than is required and that 90-100 is sufficient and would be campaigning to achieve this more reasonable number.

It was noted that the Councils, including the Parish Council would enter a period of purdah from 22nd March 2021 and that this will restrict activities until the election is completed. It was confirmed that all nominations must be handed in by 16.00 on 8th April 2021.

Councillor Cooper also provided an update on the various planning matters in the Parish.

The Twelve Leys footpath had been diverted to run behind the property gardens of the properties on Stookslade. This has raised concerns over privacy for residents; Councillor Clements noted that Cala were looking to install privacy fencing for affected residents. The footpath will be reinstated to its original route when the development is complete.

The Barn on Winslow Road: an appeal has been lodged by the applicants. If this is unsuccessful the applicants will be required to either revert the build to the approved plans or apply for the works completed.

A resident queried the felling of trees near the Rectory Homes development site. Councillor Cooper advised that this was with enforcement and that they would be reviewing if any protected trees had been worked on in any way.

4. Sign off Parish Council Meeting Minutes

4.1. Parish Council Meeting 2021 02 23

4.2. Extraordinary Parish Council Meeting 2021 02 26

The minutes were approved as accurate accounts of the meetings held on 23rd and 26th March 2021 and were signed by the Chairman as such.

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Chairman

5. Planning

5.1. 21/00702/ALB - 17 Mount Tabor House Leighton Road Wingrave Buckinghamshire HP22 4EW

Modification of existing window to form doorway and replacement of rendered panel with glazing on property upper gable

Councillor Lynch introduced the application and proposed that the Parish Council register no objections. This was approved by a unanimous vote.

The Parish Council **RESOLVED** to register no objections to this application.

5.2. 21/00723/APP - Land Adj 13 Winslow Road Wingrave Buckinghamshire HP22 4PS Erection of 2-bedroom bungalow

Councillor Lynch gave an overview of the application and noted that it was a chalet style bungalow sited in the grounds of the existing bungalow, with access and frontage via Castle Street. Councillor Lynch noted a concern for parking, access for building traffic and whether the bungalow would overlook the adjacent property, as per the objection on the planning portal.

Councillor Price stated that the lack of small housing in the Parish was a problem for those looking to get onto the property ladder or downsize but remain in the local. Infill development was also preferable than loss to further green space.

Councillor Chater advised that the slab levels were to be lowered and therefore should not impact any overview for neighbours.

Councillor Lynch called a vote and asked Councillors for those in favour of registering no objections and those who were in favour of objecting. Councillors voted 6:1 in favour of registering no objections with one Councillor with no voting rights as per item 2.

The Parish Council **RESOLVED** to register no objections to this application.

5.3. 21/00818/APP - Burston Ridge Farm Aylesbury Road Wingrave Buckinghamshire HP22 4RH

Conversion of 2No agricultural buildings into 4No residential dwellings (amendments to applications 20/01762/COUAR and 20/04407/COUAR)

Councillor Lynch noted that the application was not for our Parish but due to its proximity, the Council was consulted as a courtesy and proposed that the Council register no objections unless Councillors had any additional comments.

Councillor Price noted that the access was poor but that that would be for the planners to resolve.

Councillors voted unanimously to register no objections.

The Parish Council **RESOLVED** to register no objections to the application.

6. Proposal to manage selected grass verges for the benefit of wildlife- Pilot area located at Mill Lane

Councillor Price delivered the proposal which would see a pilot verge on Mill Lane being maintained for wildflowers and wildlife promotion, this would involve amending the cutting schedule and would be a long-term project that would need to be measured over several years.

Councillor Chater noted that not only would the proposal be positive for the environment, but it could also ultimately be cheaper for the Parish.

The Clerk noted a concern about accidental cuts, it was noted that this is not an unusual scheme now and with signage this shouldn't be a problem.

Councillor Lynch asked what the management of invasive weeds would be, in particular Ragwort should it occur, and it was confirmed the management of this would be undertaken by volunteers.

The Council was also asked to consider additional pilot sites providing full consideration was given to neighbours and risks assessed for pedestrians and road users.

It was proposed that consideration for these sites be devolved to three Councillors as the Council would be unable to meet prior to the change in cutting schedule being required and that approval was granted to the pilot. This was approved by unanimous vote.

The Parish Council **RESOLVED** to approve the pilot scheme at Mill Lane and to devolve powers for additional pilot sites to manage grass verges within the Parish to Councillor Price, Councillor Pugh and Councillor Lawrence, providing all necessary considerations had been made.

7. Confirmation of club locations for Bowls and Pavilion Projects

Councillor Lynch introduced the item and invited councillors to vote on two proposals:

1. That the new pavilion on the Recreation Ground be used principally for football activities.
2. That the Bowls Club be located in the new Bowls Clubhouse.

Both proposals were approved unanimously by those entitled to vote.

Councillor Lynch then invited councillors to consider which building should provide accommodation for the Croquet Club. Councillor Pugh had held a meeting with Councillors Chater and Clements and had provided Councillor Lynch with a summary of that meeting. The summary noted that the meeting recommended that the Croquet Club be accommodated in the new pavilion but that the Club could also use the toilets and bar in the new Bowls Clubhouse and occasionally, provided that fixtures did not clash, the meeting space and kitchen also in the Clubhouse.

Councillor Lynch invited councillors to consider the recommendation. Councillor Clements said that it was not an accurate account of what had been agreed at the meeting. In particular, although there was no objection to Croquet's use of the toilets in the new Clubhouse, no agreement had been reached concerning use of the bar, the meeting space

or the kitchen. Councillor Chater said the recommendation was an accurate record of what had been agreed at the meeting.

During the Council's discussion it was noted:

- Issues of where each activity was to be located and the right to use facilities were fundamental and no further progress on the pavilions project could be made until those matters were resolved.
- That the propriety and legality of using public funds (s.106 monies) to provide a new building for the exclusive use of one body were questionable and advice should be sought.
- That consideration should be given to seeking views from the parish community as to more general access to the building.
- That the Croquet Club should be represented in future discussions about their location and use of facilities.

Councillor Lynch then proposed:

- That work on the pavilions project be halted and the architects so informed.
- That no further work be undertaken until the Council had agreed:
 - Where each activity was to be located.
 - What arrangements there were to be relating to the use of facilities in each of the buildings.
 - What constraints, if any, applied to the use of s.106 monies.
 - What other community interests needed to be reflected in the planning of the buildings.

The proposal was approved unanimously by those councillors entitled to vote.

8. Accounts

8.1 Reconciliations

Reconciliations for December, January and February were provided by the Clerk and approved by all Councillors. **These are available as an appendix.**

8.2 Payments since last meeting

Payments since the last meeting were provided and approved by all Councillors.

01/01/2021	MW Agri Ltd	December Devolved	£461.68
12/01/2021	EON	January Lighting	£132.49
13/01/2021	BALC	Councillor Training- Chater	£38.00
13/01/2021	Goldshield	Playground spring	£215.00
13/01/2021	Mike Greaves	Handyman services	£107.25
18/01/2021	Bucks Council	December Church bin empty	£35.85
23/01/2021	WWRSA	Grass cutting for 2020/2021	£600.00
27/01/2021	Ultimate One C/O G Chater	Grass matting for REC	£489.75
27/01/2021	Rebecca Biley	Clerks pay and expenses	£960.88
27/01/2021	HMRC	Tax and NI	£57.79

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27/01/2021	APTH C/O T Jolley	Tool Hire	£85.00
27/01/2021	TT Supplies	Football Pitch work (insurance claim)	£1,800.00
01/02/2021	MW Agri Ltd	January Devolved	£461.68
04/02/2021	Blackwood architect	Sports Pavilion project cost	£250.00
04/02/2021	Blackwood architect	Bowls Club project costs	£500.00
12/02/2021	EON	February Lighting	£132.49
14/02/2021	Bucks Council	January Church bin empty	£37.95
25/02/2021	A weatherhead & drainage	emergency works to park pumps	£310.00
25/02/2021	Rebecca Biley	Clerks pay and expenses	£960.88
25/02/2021	HMRC	Tax and NI	£57.79
01/03/2021	MW Agri Ltd	February Devolved	£461.68
21/12/2020	ICO	Data Controller registration	£35.00
04/01/2021	Pratts Charity	Park rent	£275.00
20/01/2021	Bucks Council	Dod waste bin emptying	£908.80
04/02/2021	Mike Greaves	Handyman services	£262.42
08/03/2021	Mike Greaves	Handyman services	£132.60
08/03/2021	Blackwood architect	Bowls Club project costs	£500.00
08/03/2021	Blackwood architect	Sports Pavilion project cost	£500.00
08/03/2021	A Weatherhead & drainage	wash out of pumps	£225.00
11/03/2021	Buckland Landscapes	Tree works at Rec, behind 1 Church Street	£695.00
11/03/2021	Buckland Landscapes	Tree works from tree survey	£2,830.00
11/03/2021	Buckland Landscapes	recovery of boundary at Wingrave Park	£960.00
14/03/2021	Bucks Council	Church Bin Emptying	£26.70

Payment Group	Payment Type	Budget 2020-21	Reserve Funds	Spend to Date ex VAT	Balance
Administration	Clerk's Pay	£12,270	£ -	£10,115.59	£2,154
Administration	Office Maintenance/Administration	£1,830	£ -	£1,354.31	£476
Administration	Training	£300	£ -	£38.00	£262
Administration	Insurance	£3,600	£ -	£3,979.96	-£380
Administration	Audit	£800	£ -	£715.00	£85
Administration	Legal fees	£300	£ -	£0.00	£300
Capital Costs	General Reserve	£1,500	£41,754	£13,321.71	£29,932
Capital Costs	Maintenance Infrastructure Fund	£2,500	£ -	£4,775.92	-£2,276
Capital Costs	Traffic Calming Fund	£100	£12,235	£70.05	£12,265
Capital Costs	Office Equipment Fund	£260	£40	£54.99	£245
Capital Costs	Sports Facilities Maintenance Fund	£1,500	£38,950	£1,524.00	£38,926

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Capital Costs	Neighbourhood Planning	£ -	£1,251	£0.00	£1,251
Community Groups	Wingrave Community Association	£5,000	£ -	£5,000.00	£ -
Community Groups	Wingrave Heritage Association	£624	£ -	£636.00	-£12
Community Groups	Parish Church Cemetery Grant	£600	£ -	£431.55	£168
Community Groups	URC Cemetery Grant	£350	£ -	£350.00	£ -
Community Groups	Play around the Parish	£360	£ -	£0.00	£360
Community Groups	Kirby Memorial Fund		£147,564	£80,442.10	£67,122
Environment Committee	Parish Maintenance	£4,300	£ -	£4,273.07	£27
Environment Committee	Parish Handyman	£2,000	£ -	£1,861.13	£139
Environment Committee	Emptying Dog Waste Bins	£1,200	£ -	£1,090.56	£109
Environment Committee	Provision for Devolved Tasks	£3,500	£3,509	£6,621.20	£388
Environment Committee	Tree Maintenance	£336	£1,610	£4,230.00	£2,284
Management	WWRSA 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	£ -	£1,512.29	£1,588
Street lighting	Maintenance	£3,000	£ -	£0.00	£3,000
Subscriptions	NALC/BALC	£275	£ -	£268.67	£6
Subscriptions	SLCC	£150	£ -	£161.00	£11
Subscriptions	AVALC	£25	£ -	£0.00	£25
Total		£53,400		£146,445.10	

8.3 Request for payment for Court cleaning (subsidised by WWRSA) - £1,500

The Council was asked to make a payment on behalf of WWRSA to cover the costs of £1,190 ex-VAT for cleaning works to the Courts at Wingrave Park. The full ex-VAT cost of which would be paid into the Parish Council by WWRSA. This was approved by all councillors.

The Parish Council **RESOLVED** to pay Colour Court £1,190 ex-VAT for works to the Wingrave Park Courts on the condition the costs would be reimbursed by WWRSA.

8.4 Request for payment for playground spray to cover until end of June - £354

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The Clerk requested approval to purchase Covid-19 protective spray for the playground to cover maintenance until June whereby a decision can be made whether to continue the practice based on any new Government guidance available. This request was approved by all councillors.

The Parish Council **RESOLVED** to purchase Covid-19 protective spray up to a value of £295 ex-VAT.

8.5 Request for payment for emergency works to streetlight on Leighton Road - £357.60 inc vat

The Clerk requested approval for an emergency works invoice for street lighting £298 ex VAT. This was approved by all councillors.

The Clerk also advised that a streetlight at Wingrave Crossroads had been severely damaged a quote for replacement had been requested to supply to our insurers.

The Parish Council **RESOLVED** to pay for emergency works required to Parish streetlight at a cost of £298 ex VAT.

Meeting ended 21.13

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Chairman

Appendix 1- Item 7.1 Accounts Reconciliation

<u>Bank Account Reconciliation</u>			
<u>December</u>		statement Date	Notes
Current Account	£72,148.21	25/11/20- 24/12/20	
Kirby Account	44,108.35	01/12/20- 31/12/20	

Unpresented payments

<u>Reconciliation</u>	Current	Kirby
Starting Balance	<u>£72,148.21</u>	£44,108.35
Income & Transfers	<u>£1,125.00</u>	£1.16
Reconciled Payments	-£5,665.49	£0.00
Unpresented Cheques	-£10,252.62	£0.00
Unpresented income	£0.00	£0.00
Total	£57,355.10	£44,109.51
Statement Balance	£67,607.72	£44,109.51

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Bank Account Reconciliation

January

statement Date

Current Account	£67,607.72	25/12/20- 22/01/21
Kirby Account	44,108.35	01/12/20- 31/12/20

Unpresented payments

Reconciliation

	Current	Kirby
Starting Balance	£67,607.72	£44,109.51
Income & Transfers	£3,000.00	£0.00
Reconciled Payments	-£4,119.05	£0.00
Unpresented Cheques	£0.00	£0.00
Unpresented income	£0.00	£0.00
Total	£66,488.67	£44,109.51
Statement Balance	£66,488.67	£44,109.51

Bank Account Reconciliation

February

statement Date

Current Account	£66,488.67	23/01/21- 24/02/21
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Kirby Account	44,109.51	30/01/21- 26/02/21
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Unpresented payments

Reconciliation

	Current	Kirby
Starting Balance	<u>£66,488.67</u>	£44,109.51
Income & Transfers	<u>£2,119.60</u>	£0.00
Reconciled Payments	-£5,761.87	£0.00
Unpresented Cheques	-£1,999.68	£0.00
Unpresented income	£0.00	£0.00
Total	£60,846.72	£44,109.51
Statement Balance	£66,488.67	£44,109.51

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Chairman