

Chairman: Councillor Mr J Pugh  
Councillors: Councillor Mr G Chater, Councillor Ms E Farrell, Councillor Mr C Harrison, Councillor Mrs M Lawrence, Councillor Dr H Price, Councillor Mr P Robinson, Councillor Dr J Walmsley  
Apologies: Councillor P Robinson  
Interim Clerk: Mrs J Flanders  
Attendance: Councillor P Cooper & Councillor D Blamires from Buckinghamshire Council  
Parishioners: 9

## 1. Apologies for absences

Councillor Mr P Robinson sent in his apologies. There were no other apologies received.

## 2. Disclosure of interest on items in agenda

No Councillors present needed to disclose for any item on the agenda other than Councillor Chater for items 12.

## 3. Reports from Buckinghamshire Council Councillor and the Police

The Police did not send in a report.

Councillor Blamires reported the following:

She confirmed that Buckinghamshire Council's Adult & Children's Services was now in special measures and that they were looking to recruit more social workers so hopefully some good news in the future. She also wanted to draw attention to the Ward changes and that the consultation period would be ending soon for comments.

Councillor Cooper reported the following:

- a. He reported that Thames Water hoped the tankering would finish within 1-2 weeks and outlined what they believed the problem had been. Thames Water had also acknowledged that Castle Street had suffered some damage and although TW cannot repair the road surface they would have talks with TfB and may be able to contribute towards the costs.
- b. TfB had agreed to erect Deer Signs along the Leighton Road in response to concerns as to the number of road accidents involving deer.
- c. The concrete parking area in Moat Lane (Recreation end) seems to have collected a large amount of water since the re-surfacing and TfB have agreed to resolve this problem by putting in a drainage ditch and resurfacing that area.
- d. Updates on Enforcement Matters:
  - i. The now demolished Barn on Winslow Road area still has building material rubbish and should be restored to grassland.
  - ii. A field off the A418 (no specific name) seems to be having more services laid to a building and that Enforcement should be notified.
  - iii. Hollie Farm Tring Road. Still no response from Bucks Council.The Clerk agreed to chase all matters with the Enforcement Officer(s).
- e. He had a meeting with residents of Stookslade and Bron Hughes recently with reference the new alignment of the fence to the rear of the new housing estate. It was agreed this is a matter between householders and Cala Homes and not a PC matter.

#### **4. Sign off Parish Council Meeting Minutes**

The minutes were approved as an accurate account of the meeting held on 25 January 2022 and were signed by the Chairman.

#### **5. Highways Matters:**

5.1 SID – update: The Clerk explained her conversation with the Director of the Company who supplied the unit and explained that the Company would not refund the cost of the unit but had agreed to repair it. She thought it was unlikely this would happen due to his ill health and no staff. A member of the public offered to have a look at the SID with a view to repairing it if possible. This was accepted.

5.2 20 mph scheme – update: Councillor Dr Price gave a brief summary of the new guidelines and what funds were available and the costings. There is a requirement for three Buckinghamshire Councillors to approve the proposal and both Councillors Cooper and Blamires offered their support and approval. The Clerk agreed to contact Councillor Bond to seek his approval. Councillor Lawrence requested that Bennetts Lane and Brewhouse Lane in Rowsham be considered for the scheme and it was agreed to look into the feasibility of these two roads. Step 1 of the 20 mph process is for the Parish Council to agree to fund & support (with that caveat that costs are unknown at this stage) – The Council RESOLVED to agree to progressing the application and it was approved by unanimous vote.

5.3 Pavements – survey: Councillor Blamires confirmed that all potholes & pavement issues should be reported via fixmystreet.com. The Clerk put forward a suggestion that the Councillors could carry out a regular survey of all pavements and a report sent to TfB so that repairs could be carried out in a more efficient way. It was agreed that Councillor Chater would help set this up.

#### **6. Hedgerow at Wingrave Park**

Councillor Walmsley updated the Council regarding the proposed hedge laying at The Park and confirmed that the original proposal of the righthand hedge was not going to proceed but instead a different section at the top end would. The owner/tenant of the adjoining field was in full agreement and this would take place mid-March. Councillor Walmsley agreed to organise a party of volunteers.

#### **7. Tree Work at Bowls Clubhouse.**

Councillor Pugh informed the Council that the trees adjacent Dark Lane and around the Bowls Club were in need of maintenance to clear the dead tree and lower the hedge area as there was concern for the BT overhead cable which was trapped and in danger of coming down. He had obtained a quote from Buckland Landscape for £995 plus VAT and asked that this be approved. If approved the Contractor would seek approval to the works from Bucks Council as it falls within the Conservation Area.

The Council RESOLVED to accept this quote and that the work should proceed and it was unanimously agreed.

#### **8. Queens Jubilee Celebrations & Events for 2022**

Councillor Pugh informed the Council that he had attended a WCA meeting regarding this topic and had agreed that the Parish Council would assist in coordinating events. He asked Councillor Farrell to assist and coordinate with Ann MacDonald of the WCA. Councillor Farrell agreed and will update the Council at future meetings. Councillor Lawrence also confirmed that Rowsham was arranging some celebrations and she would liaise with Councillor Farrell with updates.

#### **9. Review following Public Consultation. What next and which projects to progress?**

Councillor Pugh confirmed that Councillor Walmsley had collated the feedback and would publish a report on the Council's website and postie. Councillor Pugh read out a brief summary of the report see Annexe A. It was agreed it was a worthwhile exercise and that the village was engaged although the

younger generation were not and there should be an effort to find out what they would like i.e., Skate Park repaired/replaced? It was decided each project would be allocated 1 or 2 Councillors who would start a feasibility study and costings taking into account not only the s106 monies but the Community Board funds as well. The replacement Bowls Clubhouse and Recreation Pavilion projects were received favourably with responses agreeing that they need replacing.

## **10. Bowls Clubhouse & Pavilion Updates & Next Steps**

Councillor Chater gave a brief summary of where each project is and confirmed that funding is in place up to £250K of the £340K available. He stressed that match funding was essential and it may be that the £250K should be increased to £300K. A representative of the Bowls Club gave an update and confirmed that the drawings for the Bowls Clubhouse were ready in November 2021 and presented in January 2022 which was basically a like-for-like clubhouse and were awaiting the report from the Consultation before the next step. It was confirmed that the design had received approval from residents who attended the Consultation. The Bowls Club asked if the Parish Council could agree to them preparing the design for the planning application. Councillor Walmsley stated that no monies can be used for a single project used by a single group and any Clubhouse has to be open to other users. It was agreed that the planning application would be submitted by the Parish Council as a village facility and ultimately a management agreement would be entered into relating to its use and the Croquet club to be included but it would be necessary to wait to see what funding is obtained. It was again confirmed that s106 funding cannot be used for closed clubs.

It was RESOLVED by the Council to proceed with the Bowls Clubhouse planning application and it was unanimously agreed.

It was also RESOLVED that the proposed funding would not be increased to £300K at the present time.

Councillor Chater confirmed he had spoken with Passmores (a reputable company who build pavilions) following the consultation process as a further design had been put forward which would standardise the overall build. The costs would be approx. £240 plus VAT. A key feedback from the Consultation related to the orientation and location and the Parish Council had appointed a Heritage Consultant to review these points. Councillor Robinson via an email wished his point of view to be considered that ideally the footprint of the new building (including the garage area) should be the same and maybe making the building deeper towards the rear boundary would achieve this. Councillor Chater proposed that he should approach Passmores to ask for more costings for such a building and then bring it back to the Parish Council for consideration and if approved then request the Architects to incorporate the new design and proceed with a planning application. It was also pointed out that all residents/members of the public can make their own views/comments to the Planners once the application is submitted.

The Council thereby RESOLVED to adopt the orientation in parallel with the boundary line and seek Passmores estimates as discussed. This was unanimously approved.

## **11. Update on Developments**

11.1 12 Leys Bron Hughes outlined the fence issue as discussed earlier and confirmed there was a new Traffic Steward who was excellent and Cala's estimate for finishing on site is August 2022.

11.2 Leighton Road. A tree had fallen in the storm between Leighton Road and the development which had been cleared by the developer. Councillor Harrison said there was a vague finish date of June 2022.

11.3 eCom. Abbots Way is the next scheduled road and then they should be catching up with installations and final connections. Should be completed by April 2022.

11.4 Elm Leys. Councillor Pugh confirmed he was chasing the developer regarding the dead trees and was being kept up-to-date by the residents.

## **12. WWSAL Request**

WWRSAAL had requested the Parish Council pay for the new furniture and upgrade at The Park and it would reimburse the Parish Council from its funds less the VAT element.  
It was RESOLVED by the Council to agree this and was unanimously approved.

### **13. WILD Update**

Councillor Walmsley thanked Buckinghamshire Council & Community Board for the £400 contribution and confirmed the funds would be spent on spring bulbs, seeds, and sign board together with hire of hall. She also confirmed wildflower seeds and 300 bulbs had been planted within 3 days! Councillor Walmsley also confirmed she had arranged a meeting for 16 March asking people to join in a survey for wildlife around the village and everyone was welcome to join in.

### **14. Bus Shelter**

Councillor Robinson had reported that he is sourcing vandal proof Perspex for the windows and will report on prices. It was agreed the shelter should be power washed and gutters fixed. Councillor Lawrence confirmed approval to solar lighting from Highways and would collaborate with Aston Abbotts Parish Council regarding refurbishment ideas. She was also arranging a meeting with Neil Rees and the Czech authority.

### **15 Finance**

15.1 Balance of accounts & Payments since last update

The Clerk confirmed the balances and payments – see Annexe B

15.2 Payments from last update – see Annexe B

15.3 Office Innovation Invoice to approve (£1550.00 excl VAT) – approved.

15.4 Combat Fire (£95.00 excl VAT) – approved.

15.5 Heritage Officer costs for initial report. (£315.00 excl VAT) – approved.

15.6 Chiltern Lift Invoices x3 (£105.54 / £137.16 / £174.60 excl VAT) These were not approved as they related to repairs immediately after service and it was felt the call out fee was unreasonable and suggested Councillor Robinson contact the company upon his return from holiday.

15.7 Elite Turf Solutions (£725.00 excl VAT) – approved.

15.8 Andy Musket – Street Lighting £112.50 & £298.00 excl VAT) – approved.

Meeting closed 2128hr

Annexe A

Consultation Report:

(This is the report which will be on the website)

### **1. Wingrave with Rowsham Consultation on spending money allocated to leisure and sport from developers January 2022**

#### [The Way forward](#)

Following the questionnaire circulated in November 2021 and the consultation in the WWR Community Centre over the weekend of 22/23 January, we propose the following as a way forward for spending the 'S106' money – money allocated to the Parish for sport and leisure to offset some of the inconvenience of new building developments in the village of Wingrave. Rowsham is not included as it has had no recent new developments.

Thanks to everyone for some brilliant ideas. It is never possible to please everyone, but we hope we have taken account of all your views in this exercise.

#### [Recreation Ground](#)

We propose to allocate between £250 and £300k to improvements on the Recreation Ground.

To include:

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**1610**

Signed by Chairman

1. The Recreation Ground Pavilion and Bowls Clubhouse are to be run as a single project, in line with the Terms of Reference in place. This will enable the 'project' to match fund up to the agreed amount within the Terms of Reference – currently set at £250,000. The Parish Councillors could consider raising that cap to £300,000 noting that no funding can be spent unless agreed at a Parish Council meeting under the ToR.  
Funding to support the Bowls Club to get to a point where they can raise money from other sources – would need to be agreed once all reasonable grant applications have been exhausted, or by a set date to be agreed by the Parish Council.  
**No public money to be given to any club for exclusive use.**
2. Improvement of access from Church Street to the new Pavilion for disabled people, buggies etc.
3. Outdoor table tennis – probably near the Community Centre access point.
4. Increase wild areas – we will ask the contractors to leave a wider margin on the edge of the Rec between the Mill Lane / Dark Lane entrance and the entrance next to the pub to allow wildflowers and grasses to grow.

Note: Historic gates will remain and there will be no parking on the Rec.

Other Projects we intend to fund, provided monies stretch that far:

5. Play equipment for small children at a suitable location, possibly 12 Leys Green, subject to consultation with residents and health and safety assessment.
6. Adult Exercise equipment at a suitable location, possibly on The Park, near the footpath entrance from Chiltern Road.
7. Exercise route if a space can be found
8. Sensory Garden if a suitable location can be found. The Green?
9. Improvements to the Skate Park at The Park.
10. EV charging points at locations to be agreed, but may need to be separately funded from sources other than the s106 funds, depending on the locations agreed in line with the terms of the s106 agreements
11. To keep a contingency fund to support future projects such as the revival of cricket

#### Additional notes on the Recreation Ground Pavilion

There were strongly held views on the orientation, with neither side prevailing significantly. This will be decided in consultation with Bucks Planning Dept.

Meeting room – to be dropped in favour of a club room

We will continue to discuss with architects more space for heritage, a cleaning room and direct access to certain parts of the building

A Frost design provided by a parishioner as food for thought. Some interesting ideas and improvements on some space usage. These have been incorporated into the general feedback to be issued to the Architects to finalise their design. See attached notes. Note also, R Cullens' feedback on the appearance of the alternative design offered by Mr Frost, in that Blackwood's design was preferential over the A Frost design, in terms of meeting the requirements of the conservation area and Rec ground outlooks.

#### Annexe B

Financial Report. (See attached)

Balance of accounts as follows:

|                             |            |
|-----------------------------|------------|
| Community (Current account) | £43208.50  |
| Kirby Fund                  | £65,664.55 |
| Reserve Fund                | £70,307.26 |

| Appendix B                                  |            |                               |  |          |       |          |
|---|------------|-------------------------------|--|----------|-------|----------|
| Payments made from 01/12/2021 to 28/02/2022 |            |                               |  |          |       |          |
|   | Date       | Item                          | Budget                                 | Excl VAT | VAT   | Incl VAT |
|   |            |                               |  | £        | £     | £        |
|   | 18/02/2022 | Waste collection              | Parish Church cemetery bin             | 28.8     | 0     | 28.8     |
| 135   | 01/02/2022 | Bucklnad landscapes           | Devolved tasks                         | 625.85   | 125.2 | 751.02   |
| 134   | 19/01/2022 | Waste collection              | Parish Church cemetery bin             | 26.7     | 0     | 26.7     |
| 133   | 14/01/2022 | Wingrave Heritage             | Heritage Association                   | 318      | 0     | 318      |
| 132   | 20/02/2022 | WCA grant                     | Wingrave Community Association         | 2500     | 0     | 2500     |
| 131   | 21/02/2022 | HMRC                          | Clerks pay - Tax and NI                | 158.51   | 0     | 158.51   |
| 130   | 28/02/2022 | Clerks Pay                    | Clerks pay - Salary                    | 547      | 0     | 547      |
| 129   | 28/02/2022 | Clerks Pay                    | Clerks pay - working from home allowan | 41.66    | 0     | 41.66    |
| 128   | 28/02/2022 | Clerks Pay                    | SMP Clerk                              | 607.88   | 0     | 607.88   |
| 127   | 14/02/2022 | Carpet Wingrave Park          | Sports facilities maintenance Fund     | 1260     | 252   | 1512     |
| 126   | 31/01/2022 | grass cutting                 | Grass cutting                          | 650      | 0     | 650      |
| 125   | 31/01/2022 | sewage pump inspection        | Maintenance - Park sewage pump         | 225      | 45    | 270      |
| 124   | 31/01/2022 | Planning Advice               | General Reserve                        | 400      | 80    | 480      |
| 123   | 24/01/2022 | HMRC                          | Clerks pay - Tax and NI                | 158.31   | 0     | 158.31   |
| 122   | 31/01/2022 | Clerks Pay                    | Clerks pay - working from home allowan | 41.66    | 0     | 41.66    |
| 121   | 31/01/2022 | Clerks Pay                    | Clerks pay - Salary                    | 574.2    | 0     | 574.2    |
| 120   | 31/01/2022 | Clerks Pay                    | SMP Clerk                              | 673.01   | 0     | 673.01   |
| 119   | 13/01/2022 | Accounts system               | Scribe Accounts fee                    | 72       | 14.4  | 86.4     |
| 118   | 13/01/2022 | Set Up Fee                    | General Reserve                        | 197      | 39.4  | 236.4    |
| 117   | 06/01/2022 | Waste collection              | Dog waste bins                         | 936.5    | 187.3 | 1123.8   |
| 116   | 04/01/2022 | Bucklnad landscapes           | Devolved tasks                         | 625.85   | 125.2 | 751.02   |
| 115   | 04/01/2022 | Pratts Charity - Wingrave p   | Wingrave Park rent                     | 275      | 0     | 275      |
| 114   | 30/12/2021 | Clerks Pay                    | SMP Clerk                              | 673.01   | 0     | 673.01   |
| 113   | 30/12/2021 | Clerks Pay                    | Clerks pay - Salary                    | 615.66   | 0     | 615.66   |
| 112   | 21/12/2021 | Waste collection              | Parish Church cemetery bin             | 35.85    | 0     | 35.85    |
| 111   | 21/12/2021 | ICO                           | ICO                                    | 35       | 0     | 35       |
| 110   | 20/12/2021 | Carpet Wingrave Park          | Sports facilities maintenance Fund     | 3311.13  | 662.2 | 3973.4   |
| 109   | 20/12/2021 | Pitch Treatment               | Sports facilities maintenance Fund     | 2145     | 429   | 2574     |
| 108   | 20/12/2021 | Vinyl for Wingrave Park       | Sports facilities maintenance Fund     | 530.83   | 106.2 | 637      |
| 107   | 20/12/2021 | HMRC                          | Clerks pay - Tax and NI                | 158.51   | 0     | 158.51   |
| 106   | 01/12/2021 | Bucklnad landscapes           | Devolved tasks                         | 625.85   | 125.2 | 751.02   |
| 105   | 14/12/2021 | EON - Electricity, Street Lig | Street Lightin - electricity           | 147.36   | 7.37  | 154.73   |

