

Minutes of Parish Council Meeting

Held on Tuesday 24 October 2023

Chairman: Councillor Mr J Pugh
Councillors: Councillor Mr G Chater, Councillor Ms E Farrell, Councillor Mrs M Lawrence, Councillor Mr P Robinson, Councillor Dr J Walmsley, Councillor A Barlow Councillor S Davidson
Apologies: Councillor Chater
Clerk: Mrs J Flanders
Attendance: Councillor Blamires & Councillor Bond
Parishioners: 9

1. Apologies for absences

Councillor Chater sent in his apologies. There were no other apologies received.

2. Reports from Buckinghamshire Council Councillor and the Police

The Clerk reported the Police had forwarded crime statistics and information on how to stay safe over the coming months. (see Annexe A) The Clerk agreed to circulate this to residents.

Councillor Bond explained the issues being experienced with the Water Board and traffic lights appearing in various locations. He explained that the fines if implemented are very low so do not act as a deterrent. He confirmed the Community Board was going well and that any applications should be made before Christmas especially additional play equipment.

Councillors Lawrence and Barlow asked Councillor Bond for an update on the 'white gate' at the entrance of Rowsham as it had been promised but still was not installed. Councillor Bond agreed to chase the matter.

Councillor Blamires confirmed that Castle Street should be re-surfaced by April 2024 and that Bennetts Lane in Rowsham was on the list but would be a future project and had no timescale at present.

Councillor Blamires also confirmed a telephone conversation with eCom, the Chair of Bucks Council with Councillor Chater was being arranged in the hope of progressing the broadband infrastructure.

Councillor Walmsley asked if there was an update on the Enforcement matter for Hollie Farm and the additional buildings and Councillor Blamires confirmed it was being looked at. It was pointed out that the retrospective planning for one shepherds hut was still outstanding and further retrospective applications was frustrating rather than Enforcement action being taken.

3. Disclosure of interest on items in agenda

No Councillors present needed to disclose for any item on the agenda except Councillor Robinson for Item 12.

4. Sign off Parish Council Meeting Minutes

The minutes were approved as an accurate account of the meeting held on 12 September 2023 and were signed by the Chairman.

5. Planning Applications:

5.1 3/02886/APP 1 Floyds Barns Mill Lane Wingrave application for solar Panels, new dormer window and 2 Velux roof lights to rear roof elevation. Councillor Pugh outlined the application and it was pointed out that some of the work may have already been carried out however the Councillors decided they had no objections to the proposal.

It was RESOLVED to approve the Application unanimously.

5.2 23/02922/APP 8 Leighton Road Wingrave application for single storey rear extension, front dormer extension, garage conversion, new front porch, fenestration alterations, alterations to existing material finish and erection of detached garage. Councillor Pugh outlined the application. The Councillors considered that the extension to the main house was acceptable but there was concern as to the size and location of the new proposed garage. Concern that it did not fit in to the street scene which was not in character with the village and

that large trees could be at risk. Further reports should be sought and the Councillors therefore agreed that due to this issue the Application should be objected to.

It was RESOLVED to object to the Application unanimously.

5.3 23/02985/APP 111 Winslow Road Wingrave application for single storey rear extension, loft conversion with rear dormer and alterations to roof height, garage conversion and fenestration alterations. Porch roof, external wall insulation, air source heat pump and solar panels. Councillor Pugh outlined the application - concern was raised that elements of the proposal seemed to overlap the neighbour's property and therefore was outside the applicants ownership. It was established that the neighbour's consent had not been given to 'overlap'. Councillors also raised concerns that this is a semi-detached house and the external alterations and cladding would change the street scene considerably and the two semi-detached properties would be unbalanced with different roof heights and heavy looking cladding. It was suggested by a Councillor that the insulation element could be placed within the building rather than externally. It was decided to object to the Application on grounds that some elements were outside the boundary of the owners and the street scene would be changed to the detriment of the area.

It was RESOLVED to object to the Application unanimously.

6. Update Pavilion & Bowls Clubhouse Project & Funding

Mr Tim Jolley and the Clerk confirmed that an application had been made to the Community Ownership Fund to provide funding of £300K towards both projects. The Clerk confirmed that Mr Jolley had done majority of the application which was extremely long and complex and all Councillors thanked him for his help. It was also confirmed that tender documents were being prepared and would be issued on a two-tiered basis for both projects and individually. It was reported that it would be ideal for both to go ahead at the same time to reduce disruption to residents on separate occasions and to reduce costs for site access and set up and could save £30K. It is hoped tender documents will be ready mid November and will include demolition, requirements for asbestos removal. There will also be capacity for tenderers to offer alternative build methods subject to it meeting building regulations approval, etc. Councillor Pugh confirmed that the Parish Council had received two quotes for a Structural Engineers report for the foundations as follows one for £2150 and the other £5200. It was agreed to limit the spend at £3500 and to accept the lower quote.

It was RESOLVED to accept the quote from XXXX and cap the spend for a Structural Engineers Report at £3500 unanimously.

7. Footpath Adoption – Update

Councillor Walmsley confirmed that she had had a very productive meeting with Robert Honan of the Ascott Estate and Rob Wyatt concerning footpaths on the Estate and trying to make them circular or for a purpose rather than a dead-end. Robert Honan also agreed to look into some of the issues relating to the stewardship strips where people were straying into these areas rather than using the footpaths. Councillor Walmsley reported on creating four paths onto the Definitive Map and thereby creating official public footpaths. A map was shown and it was agreed that this should go ahead and try to encourage residents to complete the necessary form confirming use of these paths for the previous 20 years upto August 2023. Councillor Walmsley agreed to progress this.

It was RESOLVED that the Parish Council would apply for the four paths to become Public Footpaths on the Definitive Map unanimously.

8. Bus Shelter – History Board Update

It was reported that the Czech Ambassador may be making a visit to Wingrave before the end of the year and due to personal matters of the lead Councillor organising the History Board, the Chair, Councillor Pugh, suggested that another Councillor may wish to progress the production of the Board. After some discussion Councillor Robinson offered to organise the final wording and seek costings for the Boards. It was therefore agreed that Councillor Robinson would lead the project and liaise with Councillors Lawrence and Barlow as to contacts and a final draft would be circulated to the Councillors.

9. Neighbourhood Plan – Revision Update

The Clerk confirmed that funding had been applied for and successfully received and thanked Councillor Davidson for her invaluable knowledge and help with obtaining the funding in the region of £8300 and confirmed if not used the balance will need to be returned. It was confirmed the fund was to pay for a consultant to look at

the Design Code in the current Neighbourhood Plan and seek advice as to whether this aspect needed updating and all associated printing, booking halls costs included. A member of the public was very concerned that any updating of the Neighbourhood Plan could suggest that Wingrave was open to more development. This was immediately squashed by Councillor Davidson who reiterated that this was simply a review to ensure that the NP remained strong in its purpose. A new bid for funding would follow in May 2024 to look into Environmental issues which may need to be added to the NP so that it relates to important issues and the NP to remain strong in focus. It was agreed that any review would need input from residents would be welcome to join a working group especially if they had related expertise.

10. Appoint Budget Team

The Clerk confirmed that it was now the time of year to appoint a Budget Team to work on the 2024-25 proposal and both Councillors Farrell and Robinson put themselves forward and were approved by the other Councillors.

11. WWSALs New Chair & Secretary

Councillor Pugh confirmed that WWSAL had elected a new Chair and Secretary and Mr Chris Harrison and Dhaval Thakkar respectively.

12. Devolved Services:

12.1 Update from Bucks Council. No update as to proposed costs had been received by the Clerk at the time of the meeting but anticipated them soon.

12.2 WWSALs proposal. The Clerk confirmed that the current contractor, Buckland Landscapes had been served notice via email to terminate the present contract and the Parish Council was considering bringing the work in-house. It was confirmed that this would give greater control over how many cuts in the dry were carried out and Councillor Robinson on behalf of WWSAL confirmed that they could take on most work but not the hedging and quoted £7100 for the year. Councillor Walmsley welcomed the opportunity to improve the verges. The Councillors agreed this should be accepted and voted unanimously to accept.

13. Valuation Policy – Approval

The Clerk confirmed she had circulated a draft Valuation Policy to Councillors to consider following the External Auditors report and request that one be produced. The Councillors approved as drawn unanimously.

14. Next Year's meeting dates - approval

These were presented by the Clerk prior to the meeting and approved by the Councillors unanimously. The Clerk confirmed they would be uploaded to the website.

15. Finances:

15.1 AGAR – External Auditors Report

The Clerk outlined the comments from the External Auditor and confirmed that a copy of the Report was on the website and displayed at both Noticeboards.

15.2 Balance of accounts:

The Clerk confirmed the balances as follows:

Community £67444.11 / Reserve £65408.68 / Kirby Fund £59910.41.

15.3 Payments made to date from the last meeting in addition to the usual direct debits and standing orders were outlined by the Clerk.

15.4. Pond Railings Repair Quotes for approval. Councillor Pugh confirmed that the pond railings adjacent Winslow Road had been repaired and repainted at a cost of £410. Quotes had also been obtained to carry out further works to the Pond Railings adjacent Leighton Road which were in a poor state of repair. It had been difficult to find someone willing to do the job but two quotes had been received: one for £3000 for 5 days work and the other £2000 for 3 days work. It was agreed to offer the work to Construction Landscapes and agree a budget of £2,500. A budget for the work was agreed at £2500 unanimously.

ANNEXE A

(30 reports to TVP since 1st July 2023 for the areas of Wingrave and Rowsham)

Theft from vehicle (3)
Harassment (2)
Theft (2)
Road Related Incident (8)
Criminal Damage (5)
Anti-Social Behaviour (2)
Public Order (1)
RTC (2)
Suspicious Vehicle (2)
Action Fraud Referral (3)

Meeting Closed 2132hours