

Minutes of the Meeting of Weston Turville Parish Council held on 20th October 2022 at Weston Turville Village Hall.

PRESENT:

Parish Cllrs: M Baylis, R Blackmore, L Cook, S Dawkins, G Fincham, M Jarvis, E Martinez, C Terry and M Watson

Clerk: Mrs Sarah Copley
Bucks Councillor M Collins and one members of public

<p>22.136 OPEN FORUM FOR PARISHIONERS</p> <p>There were no matters raised under this item.</p>	
<p>22.137 APOLOGIES AND ANNOUNCEMENTS</p> <p>All members were present.</p>	
<p>22.138 DECLARATIONS OF INTEREST</p> <p>a) There were no declarations of interest. b) There were no dispensation requests.</p>	
<p>22.139 PARISH COUNCILLOR VACANCY</p> <p>Following the resignation of Cllr Simons, the vacancy had been advertised and confirmation had been received the previous day that 10 electors had requested the vacancy be filled by an election. Deadlines for nominations was 4pm on 28th October, if more than one candidate stands then a poll would take place on 24th November.</p> <p>Bucks Council had advised the cost to the Parish Council for a contested election would be approximately £6,500 - £7,000.</p> <p>The Council had been asked to confirm whether or not it would fund polling cards at a cost of £1,500 should a poll go ahead. It was AGREED to accept the recommendation from Bucks Council to fund these to ensure all residents were aware of the election.</p>	
<p>22.140 MINUTES OF PREVIOUS MEETING</p> <p>The minutes of the meeting held on 29th September were agreed and signed by the Chair.</p>	
<p>22.141 MEMBERSHIP AND REMIT OF COMMITTEES AND WORKING GROUPS</p> <p>a) Membership and remit of the Council's committees was discussed and it was agreed that committees would be:</p> <p>Planning and Highways Committee – Cllrs Baylis, Cook, Dawkins and Watson. Cllr Watson was elected as Chair.</p> <p>Policy and Resources Committee - Cllrs Fincham, Martinez, Terry and Watson. Cllr Fincham was elected as Chair.</p> <p>The Chairman would be an ex-officio member of all committees.</p> <p>The Parish Council representatives on the Climate Action Working Group was agreed as Cllrs Blackmore, Cook and Jarvis.</p>	
<p>22.142 APPOINTMENT TO EXTERNAL BODIES</p> <p>a) Wendover Community Board and subgroups - Cllr Blackmore, Cllr Fincham</p>	

<ul style="list-style-type: none"> b) ARLA Liaison Group – Cllr Jarvis, Cllr Blackmore as deputy c) RAF Halton Stakeholders meetings –Cllrs Cook and Terry d) Marroway Partnership meetings – Cllr Cook e) BALC Parish Liaison meetings – Cllr Jarvis f) Aylesbury Gardenway – Cllr Cook g) Hampden Fields liaison meetings – Cllrs Jarvis, Fincham and Blackmore. 	
<p>22.143 PROJECTS UPDATE</p> <ul style="list-style-type: none"> a) The current projects were reviewed and lead councillors agreed. Actions were agreed as follows: <ul style="list-style-type: none"> <u>Wildflower meadow:</u> Further advice had been sought from the Wildbelt Project Manager and it was agreed that the grass would be cut as low as possible at the end of October and yellow rattle seed planted in November. In early spring, wildflower seed to be sown. The budget agreed for this was £400. <u>Village Hall Café</u> Extension to the building - It was agreed to accept the quote from the Millbrook Land Planning and Development to produce two concept design options at a cost of £1250. Temporary structure for café - Cllrs Jarvis, Fincham and Terry would meet with the resident to discuss his proposals for a temporary café, it was AGREED to apply for a certificate of lawful development for the temporary structure. <u>Chat Bench</u> It was AGREED to submit a grant application to the Community Board for a chat bench and that the location for the bench would be consulted on in the next WT Times. <u>Electric Vehicle Chargers</u> The Clerk reported that Bucks Council were submitting a funding bid for further charging points and that parish council owned car parks could be put forward as a potential site. It was AGREED to nominate the village hall car park for this. b) <u>Warm Spaces</u> The Clerk reported on availability of the hall and initial enquiries with the church and chapel. It was agreed to open the hall on a trial basis from 1st December on Tuesday and Thursday afternoons. A resident had volunteered to lead on this and had written an article for the next edition of the WT Times calling for volunteers to staff the afternoons. A budget of £200 was agreed to provide refreshments. 	<p style="text-align: right;">GF</p> <p style="text-align: right;">Clerk</p> <p style="text-align: right;">Clerk</p> <p style="text-align: right;">Clerk</p>
<p>22.144 WESTON TURVILLE TIMES</p> <ul style="list-style-type: none"> a) Appointment of Editor – it was unanimously AGREED that Cllr Martinez be appointed as editor of the WT Times. b) It was agreed that the winter issue would focus on consultation of the future of the plane memorial and provision of further facilities on the playing field. c) Distribution process - Cllr Fincham agreed to take delivery of the magazines and distribute to the volunteers who deliver the magazine. The Council thanked Cllr Fincham for taking this on. 	
<p>22.145 COMMUNITY EVENTS</p> <ul style="list-style-type: none"> a) Christmas Event – Cllrs Fincham, Terry and Dawkins would meet the following week to start organising this. b) Remembrance Day Service – the task list was updated, all tasks were allocated, Cllr Jarvis would attend on the day to co ordinate and lay the wreath. 	

<p>Cllr Fincham requested budget to purchase some new plants for the flower beds to ensure a good display for the service. It was agreed to allocate £70 for this, Cllr Dawkins offered some plants that may be suitable from her garden.</p>	<p>GF</p>
<p>22.146 POLICY AND RESOURCES</p> <p>a) The list of payments totalling £7,312.10 was approved as listed in appendix 1. b) The bank reconciliation and finance report were noted. c) Bank signatories were agreed as Cllrs Baylis, Jarvis, Terry and Watson The Clerk would complete the necessary paperwork to remove ex Cllrs Paterson and Simons as signatories.</p>	<p>Clerk</p>
<p>22.147 TREE REPORT</p> <p>a) The Tree Risk Assessment report was received and the contents considered. b) It was AGREED to accept the recommendation of the arborist to re-inspect the ash trees around the hall in August 2023 at a cost of £250. c) It was AGREED to accept the quote of £800 from JW Services to remove the dead ash tree as soon as possible as per the report's recommendation. d) It was further AGREED to seek quotes for the work recommended to be carried out within the next year.</p>	
<p>22.148 PLANNING COMMITTEE</p> <p>a) The minutes of the meeting held on 13th October were noted. b) The recommendation that the Council carry out a review of the Weston Turville Neighbourhood Plan was agreed. The first step would be to establish a steering group for the work and to seek quotes from a consultant to assist with the process. A call for volunteers from the community would be included in the next WT Times.</p>	
<p>22.149 CORRESPONDENCE</p> <p>The correspondence received was noted and considered:</p> <p>a) Sale of Rialtas (accounts software company) – this was noted, service level would be monitored by the Clerk once the sale completed. b) Replacement of stiles with gates or kissing gates This request to replace stiles with gates or kissing gates was noted. The Clerk reported that she had spoken to the Rights of Way team at Bucks Council who said it was a matter for the landowner but that the Ramblers Society had a scheme to replace stiles and may be able to help if funding available. The cost to replace stiles with gates was approximately £500 per stile. It was agreed to allocated funds in the 2023-24 budget for this.</p>	
<p>22.150 REPORT OF CHAIRMAN AND CLERK</p> <p>The Chairman reported on an incident where a member of a councillor's family had been accosted in the street by a resident. This was unacceptable and would be reported to the police.</p> <p>The Clerk's report was noted and is attached as appendix 2 to the minutes.</p>	
<p>22.151 MATTERS FOR INFORMATION</p> <p>Bucks Cllr Collins provided an update on Bucks Council budgeting issues and said that he was still lobbying to get the remit for s106 to be broadened away from sport and leisure only.</p> <p>Cllr Blackmore asked that an update on the tree being donated by the WI be on the next agenda.</p> <p>Cllr Watson reported that fibre was being installed in the village and were currently working in School Lane and Church Lane.</p>	

<p>22.152 2023 MEETING DATES</p> <p>The circulated list of meeting dates for 2023 were agreed and would be posted on the website and noticeboards.</p>	Clerk
<p>22.153 DATE OF NEXT MEETING</p> <p>The next meeting of the Parish Council would be held on Thursday 17th November at 7pm.</p>	

Signed: _____ Date: 17th November 2022

Actions List

Ref	Action	Who	Update / Complete
22.30	Planting scheme for village green near war memorial	GF	
22.45	Registration of village hall and playing field	Clerk	In hand
22.95d	Investigate Smart Export Guarantee for solar panels	Clerk	Waiting response
22.96c	Options for silent cinema event	MJ	
22.124	Draft consultation for plane memorial	Clerk	In hand
22.127	Christmas event arrangements	GF CT SD	✓
22.139	Confirm use of polling cards for contested election	Clerk	✓
22.140	Purchase and sow yellow rattle seeds	GF/Clerk	✓
22.140	Progress production of designs with architect	Clerk	✓
22.140	Submit grant application for chat bench	Clerk	
22.146	Update bank account signatories	Clerk	✓
22.148	Call for volunteers for review of neighbourhood plan	Clerk/EM	✓

Appendix 1 – Payments

PAYMENTS					
Date	Payee	Description	NET	VAT	Total
02/10/2022	Cloudy IT	IT licences and support	£65.60	£13.12	£78.72
10/10/2022	BAS	Payroll fees Q3	£54.00	£10.80	£64.80
19/10/2022	DRAX	Streetlight electricity September	£347.13	£69.43	£416.56
19/10/2022	DRAX	Streetlight electricity September	£36.84	£1.84	£38.68
20/10/2022	Future Nature WTC	Balancing payment for Ecological Appraisal report	£605.80	£121.16	£726.96
20/10/2022	BALC	Training course - Budgeting (GF and Clerk)	£140.00		£180.00
20/10/2022		Training course - Chairing skills (GF)	£40.00		
20/10/2022	Lengthsman	Village tidying - September	£749.00		£749.00
20/10/2022	Patrick Stileman Ltd	Tree risk assessment report	£900.00	£180.00	£1,080.00
20/10/2022	E Sharp Electrical	Replace faulty street light in School Approach	£350.00	£70.00	£420.00
20/10/2022	Clerk	Salary October and Cost claim	£2,007.20		£2,007.20
20/10/2022	HMRC	PAYE & NI October	£759.21		£759.21
20/10/2022	Bucks Council	pension contribution	£790.97		£790.97
			£6,845.75	£466.35	£7,312.10

Appendix 2 – Clerk's report

Below are updates on issues that are ongoing where no decision or minimal expenditure is required. The purpose of this document is to keep councillors and the public up to date on various matters.

Registration of Playing fields

- Community Impact Bucks has recently returned a file they were holding on behalf of the Village Hall, within this file was a copy of the conveyance for the playing field. This has now been forwarded to the solicitor in order to support the registration of the field in the Parish Council's name.

Lunch Club

- A lunch club ran successfully in Weston Turville for a number of years but ceased due to covid. Community Impact Bucks are working to re-establish lunch clubs, including the one for Weston Turville. A volunteer will be needed long term to support the club but the Clerk will help the Wendover Community Board co-ordinator to get it established.

Litter Pick

- The next community litter pick will take place on Saturday 5th November, meet at the hall at 10am. Cllrs Watson and Cook are organising it.

Barley Close Field

- A member of the public called the police to report youths breaking into the old stables located in the field at the end of Barley Close. This field is privately owned.
- The police confirmed they will be taking no further action, although the boys names were taken as a matter of routine. The policeman attending said that three local boys were using the stable as a dry place to play top trumps and that no damage had been caused and they had no means on them to cause damage.