

TURWESTON PARISH COUNCIL
MINUTES FOR THE ANNUAL MEETING OF THE PARISH COUNCIL
HELD ON 10 MAY 2022

Present: Cllrs A Kirkland, A Green, H Howard, H Morrison, J Tilley
 Cllr P Fealey (Bucks Ward Councillor)
 S Hosking (Clerk)

In Attendance: No members of the public were present.

Action

1. **Election of Chairman.**
RESOLVED: Cllr A Kirkland was elected as Chairman.
2. **Chairman's Acceptance of Office:** Cllr A Kirkland signed the Chairman's acceptance of office form.
3. **Apologies for absence.** None
4. **Declarations of Interest:**
 All Councillors declared an interest in item 10 of the Agenda as all their properties were affected by the proposed HS2 Rail Link. Members would take a practical view and represent the interests of the electorate.
5. **Confirmation of Clerk as Responsible Financial Officer:**
RESOLVED: The Parish Clerk, Samantha Hosking, is appointed as Responsible Financial Officer.
6. **Minutes:**
RESOLVED: The Minutes of the meeting held on 15 March 2022 are a true and accurate record and were signed by the Chairman.
7. **Matters arising from the minutes:**
 - 7.1 Update on tree planting - The Scouts have planted the trees elsewhere.
 - 7.2 Scouts hut renovation update - The Scouts are considering how much they need to be able to renovate the scout hut. Clerk to clarify with the Scout leader that the intention is for the Parish Council to contribute towards renovations of the Scout's storage hut on the playing fields, not the Scout premises on Chapel Lane.
8. **Ward Councillor Report - Cllr P Fealey**
 HS2 work package 16, schedule 17 is now on the planning website to view. This covers works in the vicinity of Turweston. The rail cutting currently being excavated is the largest along the HS2 line.
 Boundary commission review of Buckinghamshire constituency boundaries. The aim is to split the wards with equal population. For example, new estates in South Buckingham mean the boundaries need to be realigned in that area.
 S106 agreements will change to CIL but existing S106 funds will remain in communities. A full annual ward councillor report will be available at the Annual Parish Meeting.
9. **To report on Planning Applications/Decisions:**
Applications:
21/00192/APP - Hill Top Stables Brackley Road Turweston Buckinghamshire Variation of condition 2 (date required for the removal of the temporary Groom / Managers accommodation and ancillary Storage facilities.to be extended up until Tuesday 31 August 2021) relating to application 17/01651/APP. **Pending consideration**

Clerk

21/04600/APP - Hill Top Stables Brackley Road Turweston Buckinghamshire. **PC has no objection.** However, the Council requests a condition that the 5 Visitor Units must be strictly related to the equestrian activities to be offered at the site and not used for tourism unrelated to equestrian activities. Permanent rural worker dwelling ancillary to equestrian use, equine related tourist accommodation. **Pending Consideration**

21/04600/APP / 22/01308/ALB - The Stratton Arms Ph, Main Street, Turweston, Buckinghamshire. Single storey rear extension. **PC supports application. Pending Consideration**

10. HS2 Rail Link:

- 10.1 Footpath closures. The field path is to be closed the week after the Jubilee. HS2 new designs should show footpath diversions, Parish Councillors to check this.

Parish Councillors

HM offered to print out footpath map for reference at the Annual Parish Meeting.

HM

The Whitfield path will be closed for three years, the lesser used diversion route needs to be clear and well signposted. The Clerk will contact Northants Footpath Officer for help with way-marking.

Clerk

- 10.2 EKFB/HS2 Questions for Annual Parish Meeting from residents and Councillors.

The Clerk has received a few comments and questions from residents. These will be sent to EKFB along with a list compiled by the Parish Council of items to be covered. HM will send a list to the Clerk by Friday 13th May.

HM/Clerk

- 10.3 Discuss resident's enquiry concerning fenced-off area of grassland near The Glebe.

The Parish Council are unsure as to the ownership and plans for the land in question.

RESOLVED: The Clerk will suggest to the resident that they attend the Annual Parish Meeting to discuss the matter with EKFB and HS2 who will both be in attendance. The resident will also be asked to bring a map of the area.

Clerk

11. To report on the Playing Field:

- 11.1 Weekly inspection – report and actions.

Play equipment and areas are in good condition. There have been reports of car incursions and teenagers on the play equipment. The gate has also been held in the open position deliberately. The goal posts have been installed by WPD. Positioning of posts to be checked.

AG

- 11.2 Inspection rota for 2022-23.

Rota in alphabetical order: JT May 22 , AG June, HH July, TK Aug, HM Sep, JT Oct, AG Nov, HH Dec, TK Jan 23, HM Feb, JT Mar, AG April, HH May.

- 11.3 WPD remedial works progress.

Remedial works complete - including goal posts. Councillors will meet WPD for walk around soon.

- 11.4 To consider overnight locking of playing field gates.

RESOLVED: The playing field gates will be locked overnight during the summer months to prevent antisocial behaviour in the field and play area. HM and JT will lock and unlock the gates. HM will purchase a combination lock. Combination code to be given to Scouts and Cartwrights.

HM

12. Parish Roads/Paths/Verges

- 12.1 Consider recommendations from Councillor Traffic Calming meeting.

Clerk has contacted Bucks Highways Kit Gordon-Stuart to ask for meeting.

RESOLVED: The Parish Council will continue to arrange a meeting with Bucks Highways officers for advice.

Clerk

13. Banking arrangements:

13.1 To review the number of online signatories needed.

RESOLVED: It will only be necessary for the Parish Council to have two online authorisation signatories. AK and HM will be the online signatories. Clerk to send details for online banking registration to HM.

Clerk/HM

13.2 Confirm standing order and direct debit payments for 2022-23 financial year.

RESOLVED: The standing order for the Clerk's salary and direct debit payments for ICO and 123-Reg for website domain renewals are approved.

14. Insurance Policy Renewal:

14.1 To review the Asset Register.

RESOLVED: The reviewed Parish Council asset register is received and approved.

14.2 To consider renewal of the insurance policy due on 1 June 2022.

Two quotes previously circulated.

RESOLVED: The BHIB Councils Insurance quote is accepted at an annual cost of £627.52.

15. To report on the Accounts:

15.1 To report on accounts to 5 May 2022 and approve payments made since previous meeting (previously circulated).

Payee	Net	VAT	Gross	Payment method	Details
	£	£	£		
Payments					
S Hosking	303.28	0.00	303.28	SO	Salary March
S Hosking	49.80	0.00	49.80	FPO	Salary increase backpay
Howkins & Harrison	892.50	0.00	892.50	FPO	Land agent fee
Acme Pest Control	195.00	0.00	195.00	FPO	Moles Playing field
Cartwright Landscapes	93.00	18.60	111.60	FPO	March
Npower	168.60	8.43	177.03	FPO	Electricity charges
123-Reg	29.88	5.98	36.86	DD	ATLAS annual renewal
BMKALC/NALC	32.07	0.00	32.07	FPO	Annual Subscription
S Hosking	301.98	0.00	301.98	SO	Salary April
Unpresented cheques					
Receipts					
Lloyds Bank			0.39		Interest
Precept			4050.00		1 st Payment

Closing Balance per Cash Book at 5 May 2022:

Treasurer's Account: £ 7,288.70

Business Account: £ 41,169.55

Total: £ 48,458.25

RESOLVED: The above payments were approved and the Chairman signed the bank reconciliation.

15.2 To compare/approve 2021/2022 expenditure relating to the budget (statement previously circulated).

RESOLVED: The Parish Council received and approved the 2021/2022 budget report.

- 15.3 To receive and approve the Internal Audit Report.
The internal auditor reported no issues and made no recommendations.
RESOLVED: The Parish Council received and noted the internal audit report and would like to thank Mr Miles for volunteering his time to carry out the audit.
- 15.4 To consider the effectiveness of the system of internal financial control.
RESOLVED: The Parish Council considered the effectiveness of the system of internal financial control and was satisfied.
- 15.5 To receive and approve by resolution the Annual Governance Statement for 2021/22.
RESOLVED: The Annual Governance Statement for 2021/22 was considered and approved.
- 15.6 To receive and approve by resolution the Accounting Statements for 2021/22.
RESOLVED: The Accounting Statements for 2021/22 were considered and approved.
- 15.7 To ensure that the Accounting Statements are signed and dated by the Chairman.
RESOLVED: The Accounting Statements were signed and dated by the Chairman. The Certificate of Exemption was also signed and dated by the Chairman.
- 16. Annual Parish meeting.**
Agenda shall only contain official business items and HS2 presentation. **Clerk**
A final reminder of the APM will be sent out via email by the Clerk and HM will post notices through doors. **HM/Clerk**
Village reports, Chairman's Report and Ward Councillor Report will all be added to the website and residents will be notified of where they can be viewed. **Clerk**
An additional note will also be included explaining that for any further information about Parish Council activities, residents can view meeting Minutes. **Clerk**
No refreshments this year.
- 17. Matters raised by Councillors:**
- Dog waste bins, will be considered at the annual budgeting meeting in the autumn.
 - Cleaning of village signs.
 - Drone flying over the village.
- 18. Clerk's Correspondence:** Circulated previously by email.
- 19. To confirm the date of the next meeting:**
Annual Parish Meeting – 7.30pm for 8pm, Thursday 26 May 2022, Village Hall.

Meeting closed at 8.26pm

Copies of all council papers are available to download at www.turwestonpc.co.uk