

**Minutes of the Meeting of Weston Turville Parish Council held on 16<sup>th</sup> February 2023 at Weston Turville Village Hall.**

**PRESENT:**

Parish Cllrs: M Collins, L Cook, G Fincham, M Jarvis (Chair), C Terry and M Watson

Clerk: Mrs Sarah Copley

Three members of public, two for public forum only

23.26	<b>OPEN FORUM FOR PARISHIONERS</b> Issues raised by residents attending: <ul style="list-style-type: none"> <li>Requested the Parish Council lobby Bucks Council to remove charges for residents to dispose of DIY materials at the waste and recycling centres</li> <li>Assistance for residents who had been approved for green energy grants but had slipped through the net during the change of provider</li> <li>E-petition to reduce the speed limit in Church Lane (agenda item 23.40)</li> <li>Minutes of previous meeting (agenda item 23.29)</li> </ul>	
23.27	<b>APOLOGIES AND ANNOUNCEMENTS</b> Apologies were received from Cllrs M. Baylis, S. Dawkins, R. Blackmore and E. Martinez.	
23.28	<b>DECLARATIONS OF INTEREST</b> <ol style="list-style-type: none"> <li>There were no declarations of interest.</li> <li>There were no dispensation requests.</li> </ol>	
23.29	<b>MINUTES OF PREVIOUS MEETING</b> The minutes of the meeting held on 19 <sup>th</sup> January 2023 were agreed and signed by the Chair. The actions were noted.	
23.30	<b>ELECTION OF PARISH COUNCILLOR</b> On 10 <sup>th</sup> February, Bucks Council announced that Mr Mike Collins had been elected uncontested. He had signed the declaration of acceptance.	
23.31	<b>PROJECTS</b> <ol style="list-style-type: none"> <li><b>Habitat Management Plan</b> – the Habitat Management Plan for the Glebe field was noted and it was agreed that a working party be formed consisting of parish councillors, members of CAWT and other local volunteers. Community Wildbelt would also be approached to ask for their assistance. Cllrs Cook agreed to be part of the working group and would also ask Cllr Blackmore.</li> <li><b>Café</b> – the advice of the planning officer was noted and it was AGREED to: <ol style="list-style-type: none"> <li>withdraw the current application for a certificate of lawfulness</li> <li>submit an application for an extension to the building and temporary café to be sited on the field until the building is completed</li> </ol> </li> <li><b>Table Tennis table</b> – it was agreed to purchase a table tennis table to be sited in the corner of the field, near the MUGA. The preferred table was a metal one, the Clerk would asked to get quotes for either wetpour or rubberised matting to go under/around the table.</li> </ol>	<p>LC / RB</p> <p>Clerk</p> <p>Clerk</p>







<p>the Parish Council as neither Bucks Council nor the Community Board would fund this. The cost for a speed assessment was £504.70 per site and £921 for the report. Other roads in the parish had also been raised as an issue for speeding so would need to be considered.</p> <p>It was AGREED to accept the offer from Cllr Collins to facilitate a meeting between Cllr Broadbent (Cabinet Member for Transport) and the local parishes to discuss speeding issues in the area and the way forward.</p> <p>Cllr Fincham reported that at the Community Board it had been noted that Community Wildbelt were in discussions with Climate Action Weston Turville with regard to maintenance of a field in the village. It was agreed to ask Cllr Blackmore to report back at the next meeting.</p>	<p>MC</p> <p>RB</p>
<p>23.41 <b>REPORT OF CHAIRMAN AND CLERK</b></p> <p>The Clerk's report was noted and is attached as appendix 2 to the minutes.</p>	
<p>23.42 <b>MATTERS FOR INFORMATION</b></p> <p>Cllr Terry reported that she had planted the whips around the pétanque court but that more were needed and asked for planting around the parish to be put on the agenda for the next meeting.</p> <p>Cllr Watson reported that Thames Water had recently been fined and had been instructed to refund their customers.</p> <p>The pavement in Worlds End Lane continued to deteriorate, the Clerk would raise with the Local Area Technician to see if he had a date for the works.</p> <p>Cllr Collins reported that he was working with Bucks Council and the developer with regard to the proposed changes to Aston Clinton Road and Woodlands roundabout to see if it would be possible to retain the layby.</p>	
<p>23.43 <b>DATE OF NEXT MEETING</b></p> <p>The next meeting of the Parish Council would be held on Thursday 16<sup>th</sup> March 2023 at 7pm.</p>	

Signed: \_\_\_\_\_ Date: 16<sup>th</sup> March 2023

## Actions List

Ref	Action	Who	Update / Complete
22.45	Registration of village hall and playing field	Clerk	Application submitted
23.5	Quotes for outdoor gym, table tennis table, lighting and trees	Clerk / GF / RB	Ongoing
23.5	Investigate options for village map	Clerk	
23.6	Request third phase electric to be made live	Clerk	In hand
23.14	Stile replacements on rights of way	Clerk / MW	
23.31a	Set up working group to implement the Habitat Management Plan	LC / RB	
23.31b	Withdraw application for permitted development for temporary café	Clerk	✓
23.31b	Planning application for extension to hall	Clerk	Ongoing
23.31c	Obtain quotes for surfacing under table tennis table	Clerk	
23.31d	Order plaques for benches	Clerk	✓
23.31e	Clear brambles and sow grass seed	GF / CT	Ongoing
23.32	Request further information from grant applicant	Clerk	✓
23.33	Purchase laptop and other equipment for new staff member	Clerk	On hold
22.34a	Research alternative options for path surface	Clerk	In progress
22.34b	Place order for litter picks station	Clerk	✓
22.36a	Arrange legionnaire risk assessment	Clerk	✓
22.36b	Arrange asbestos survey	Clerk	✓
22.37a	Place order for noticeboard spares	Clerk	✓
22.37c	Contact landowner re footpath	Clerk	✓
22.37d	Order replacement groundscrew	Clerk	
22.37e	Write to landowner re right of way	Clerk	✓
22.40	Arrange meeting with Bucks Cabinet member for transport	MC	✓

## Appendix 1 – Payments

PAYMENTS						
Date	Payee	Detail	Ref	Net	Vat	Total
02/02/2023	Cloudy IT	IT licences and support	DD	£65.60	£13.12	£78.72
16/02/2023	BALC	Charles Arnold Baker book	electronic	£142.00		£212.00
		Training Course - Internal audit		£70.00		
16/02/2023	Lengthsman	Village tidying January	electronic	£360.00		£360.00
16/02/2023	Bucks Council	Uncontested election costs	electronic	£175.00		£175.00
16/02/2023	E Sharp Electrical	New 3 phase fuse board	electronic	£821.00	£164.20	£1,149.49
		Attend to faulty lights in ladies	electronic	£136.91	£27.38	
16/02/2023	Sandy's Plumbing	Gully clearance School Approach	electronic	£675.00	£135.00	£810.00
16/02/2023	Sta	Salary and cost claim (Wildflowe signs, stationery, ipad repair)	electronic	£2,340.91	£28.12	£2,369.03
16/02/2023	HMRC	PAYE & NI	electronic	£783.87		£783.87
16/02/2023	Bucks Council	Pension contribution	electronic	£836.95		£836.95
20/02/2023	DRAX	Street light electricity January	DD	£38.08	£1.90	£39.98
20/02/2023	DRAX	Street light electricity January	DD	£358.71	£71.74	£430.45
22/02/2023	PWLB	Loan repayment	DD	£1,786.37		£1,786.37
TOTAL				£8,590.40	£441.47	£9,031.87

## 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.

- **Village Hall Car Park** – the alterations to the hall car park entrance have been carried out this week. The white lining will be undertaken on a Saturday morning, provisional date is 4<sup>th</sup> March but this is weather dependant.
- **Gully Cleaning** – the gulleys in School Approach have been cleaned out and jet washed this week.
- **Electrical supply** – the new fuse board was fitted on 13<sup>th</sup> February, the application can now be made to make live the third phase supply.
- **Picnic Benches** – the contractor will be scheduling in the installation of these as soon as weather conditions allow, he has pencilled in for the end of this month.
- **Recruitment** – interviews for the assistant clerk position are scheduled for next week.
- **Fire alarm** – the fire alarm annual maintenance check was carried out on 6<sup>th</sup> February, no issues were identified.