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TURWESTON PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL HELD ON 2 MAY 2017

Present: Cllrs D Richards (Chairman), A Kirkland, H Morrison, J Tilley, A Green, H Sime (Parish Clerk).
Cllr P Fealey (AVDC).

In Attendance: No members of the public were present.

		Action
1.	Election of Chairman: It was proposed by Cllr Morrison, seconded by Cllr Tilley and passed unanimously that Cllr Richards continue as Chairman.	
2.	Chairman's Acceptance of Office: Cllr Richards accepted the nomination to continue as Chairman.	
3.	Apologies for Absence: Cllr Stuchbury.	
4.	Declarations of Interest: The Councillors declared an interest in item 11 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: Proposed Cllr Green, seconded Cllr Tilley.	
6.	Minutes: The Minutes of the meeting held on 21 March 2017 were approved as a true and accurate record. Proposed Cllr Morrison, seconded Cllr Tilley.	
7.	County Councillor & District Councillor Reports: Cllr Stuchbury was unable to attend the meeting, but sent a report which had been previously circulated. Cllr Fealey gave a report as follows: <ul style="list-style-type: none">• AVDC is very involved with elections at the moment. Councillors' roles and responsibilities are reviewed each year by the Leader of the Council.• Cllr Fealey has taken up a complaint by Cllr Kirkland regarding the way the Development Management Committee dealt with the last Chapel Lane development application.• A lot of work is being created for AVDC Planning by HS2. This led to a general discussion about the maintenance of listed buildings.• Plans for a Unitary Authority are on hold until after the General Election.• Cllr Richards is still very concerned about litter on the A422, from the Turweston Road to the Brackley roundabout, as scheduled litter picking does not seem to be taking place, despite repeated requests from the Parish Council. Cllr Fealey will investigate this further.	PF
8.	Parish Roads/Paths/Verges:	
i)	The litter pick held on Saturday 8 April was well attended. Refreshments were provided afterwards by The Stratton Arms and this will become a regular event. Clerk has sent a thank-you note to Phil Caley.	
ii)	Nothing further has been heard from Freya Morris regarding changes to the Conservation Area. Cllr Tilley to contact Freya for an update.	JT

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<p>8. iii)</p> <p>iv)</p>	<p>Parish Roads/Paths/Verges contd:</p> <p>Cllr Morrison has been contacted by the Ramblers Association regarding the proposed diversion of FP8. Their suggestion is to work with the landowner on the closure of this footpath and the opening up of new routes for the footpath to avoid the centre runway. Following a discussion, Cllr Morrison agreed to make further contact with Phil Turner (Bucks CC) regarding the Ramblers suggestion of alternative routes. She will also respond to the Ramblers Association as well as drafting an email to Phil Turner.</p> <p>The Clerk had contacted Dave Smith regarding a village walkabout. At the moment potholes take priority and no walkabouts are planned. Any issues should be reported online through the TfB website. The gully on Main Street has still not been resolved although an order has been raised for the work.</p>	<p>HM</p>
<p>9.</p>	<p>To report on Planning Applications/Decisions:</p> <p><u>Applications</u> 17/00981/APP –18 Dun Roamin Park, Biddlesden. Erection of amenity building. Object. 17/01068/APP – 17 Dun Roamin Park, Biddlesden. Variation of condition 3 attached to planning permission no 15/03749/APP to allow the stationing of up to 4 caravans on pitch 17, including no more than 3 static caravans. Object.</p> <p><u>Decisions:</u> S/2017/0421/OUT - Land adjacent to The Butts, Turweston Road, Brackley. Development of 9 dwellings and creation of new access (Outline). Approved. 17/00790/APP - The Paddocks, Main Street, Turweston. Single storey side extension and part single, part two storey rear extension. Approved.</p>	
<p>10.</p>	<p>Traffic Calming:</p> <p>Cllr Tilley gave an update on the Traffic calming project. Tom McCarthy has reported that the final phase (the virtual road strip) will be completed on 8 – 10 May, when the road will be closed for 3 days. Although no consultative process appears to have taken place, it was agreed that completion should take place without delay. Work still needs to be carried out to restore The Green and other areas to their original state, fit for mowing, and consideration needs to be given to developing a planting scheme to enhance the project.</p>	
<p>11. i)</p> <p>ii)</p> <p>iii)</p> <p>iv)</p>	<p>HS2 Rail Link:</p> <p>Stop HS2 account balance as at 2 May 2017: £350.</p> <p>It was unanimously agreed that payments to Joe Rukin should continue for the April – July period. Cllr Morrison to arrange payment. Further payments to be considered at the next meeting in July.</p> <p>The Clerk confirmed receipt of a £1000 payment from HS2 for Ground Investigation and Scoping Surveys. It is not known whether these surveys have actually taken place yet.</p> <p>A copy of the response from Charlotte Hewes to points raised at the meeting on 13 October 2016 had been circulated prior to the meeting. She has now provided details of a contact at Savills (Managing Agent). A further meeting has been arranged for 30 May with Charlotte Hewes, Mark Clapp (Senior Project Manager), Matt Wall (Project Manager), members of the PC and possibly David Sharman (Fields in Trust).</p>	<p>HM</p>
<p>12.</p>	<p>Report on the Playing Field</p> <p>Cllr Richards inspected the Playing Field on a regular basis and has now handed over to Cllr Tilley. A further bag of rubbish was removed after the village litter pick and an improvised swing (rope and a motor cycle tyre) attached to a tree next to the playground was removed after the Easter weekend. The Police notice on the gate has been partially removed.</p>	<p>JT</p>
<p>13.</p>	<p>Report on other Organisations:</p> <p>Nothing to report.</p>	

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14.	To report on Turweston Airfield: Cllr Tilley attended the Consultative Committee Meeting on 24 April 2017. He queried why no monthly contravention reports had been received since April 2016. These had been forgotten. Cllr Tilley also questioned the permitted development rights in respect of motor testing on the main runway.																																																																																																																	
15.	To consider Insurance Policy renewal: The insurance policy with Hiscox Insurance is the final year of a 3-year agreement. The premium was more than expected, due to a large increase in Insurance Premium Tax, but it was resolved that this payment should be made and a cheque for £761.40 was signed. Clerk to arrange payment.	Clerk																																																																																																																
16.	Introduction of Smaller Authorities Transparency Obligations: Cllr Tilley reported that the website is almost ready. Cllr Morrison has written a short introduction to the village and has arranged for a suitable photograph to be included. Cllr Tilley to finalise details and liaise with the Clerk regarding payment for the domain name and web hosting.	JT/ Clerk																																																																																																																
17.	E-On Deemed Contract Rate increase: It was unanimously agreed to approve the revised charges as previously circulated, as this is still the cheapest option.																																																																																																																	
18.	Report on the Accounts: i) Copies of the accounts to date and the bank reconciliation were circulated previously. Treasurer's A/C at 2 May 2017: £11810.57. Business A/C: £25541.12. The Chairman approved and signed the bank reconciliation. <table border="1"><thead><tr><th>Date</th><th>Payee</th><th>Gross</th><th>Net</th><th>VAT</th><th>Cheque</th><th>Detail</th></tr></thead><tbody><tr><td colspan="2">Unpresented Cheques</td><td>£</td><td>£</td><td>£</td><td></td><td></td></tr><tr><td>15/03/17</td><td>Acme Pest Control</td><td>216.00</td><td></td><td></td><td>678</td><td>Mole eradication</td></tr><tr><td colspan="2">Invoices Paid</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>27/03/17</td><td>Wicksteed Leisure Ltd</td><td>1440.00</td><td>1200.00</td><td>240.00</td><td>679</td><td>Playground repairs</td></tr><tr><td>29/03/17</td><td>Blencowes</td><td>96.00</td><td>80.00</td><td>16.00</td><td>680</td><td>Accountant fees</td></tr><tr><td>11/04/17</td><td>E-ON</td><td>49.00</td><td>46.67</td><td>2.33</td><td>681</td><td>Electricity Jan-Mar 2017</td></tr><tr><td colspan="2">Invoices/Payments to be made</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>02/05/17</td><td>Cartwright Landscapes</td><td>94.50</td><td>78.75</td><td>15.75</td><td>682</td><td>Grass Cutting - March</td></tr><tr><td>02/05/17</td><td>Acme Pest Control</td><td>54.00</td><td></td><td></td><td>683</td><td>Mole eradication</td></tr><tr><td>02/05/17</td><td>BALC</td><td>29.01</td><td></td><td></td><td>684</td><td>Subscription</td></tr><tr><td>02/05/17</td><td>Came & Company</td><td>761.40</td><td></td><td></td><td>685</td><td>Insurance</td></tr><tr><td>02/05/17</td><td>Cllr H Morrison</td><td>18.50</td><td></td><td></td><td>686</td><td>Reimbursement of expenses</td></tr><tr><td colspan="2">Receipts</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>07/04/17</td><td>HS2</td><td>1000.00</td><td></td><td></td><td></td><td>Survey Payment</td></tr><tr><td>20/04/17</td><td>AVDC</td><td>3500.00</td><td></td><td></td><td></td><td>Precept 1st payment</td></tr></tbody></table> ii) The Financial Regulations had been previously circulated and reviewed. Councillors have assessed the risks facing this Council and resolved to formally adopt the Financial Regulations for the next financial year. Proposed Cllr Morrison, seconded Cllr Kirkland. iii) The Parish Council works within the general guidelines and principles as contained in the Standing Orders prepared by the National Association of Local Councils. A draft model had been previously circulated and reviewed and it was resolved to formally adopt the Standing Orders for the next financial year. Proposed Cllr Morrison, seconded Cllr Kirkland. iv) The annual accounts for 2016/17, together with the annual governance statement, were approved.	Date	Payee	Gross	Net	VAT	Cheque	Detail	Unpresented Cheques		£	£	£			15/03/17	Acme Pest Control	216.00			678	Mole eradication	Invoices Paid							27/03/17	Wicksteed Leisure Ltd	1440.00	1200.00	240.00	679	Playground repairs	29/03/17	Blencowes	96.00	80.00	16.00	680	Accountant fees	11/04/17	E-ON	49.00	46.67	2.33	681	Electricity Jan-Mar 2017	Invoices/Payments to be made							02/05/17	Cartwright Landscapes	94.50	78.75	15.75	682	Grass Cutting - March	02/05/17	Acme Pest Control	54.00			683	Mole eradication	02/05/17	BALC	29.01			684	Subscription	02/05/17	Came & Company	761.40			685	Insurance	02/05/17	Cllr H Morrison	18.50			686	Reimbursement of expenses	Receipts							07/04/17	HS2	1000.00				Survey Payment	20/04/17	AVDC	3500.00				Precept 1 st payment	
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18. v)	Report on the Accounts contd: The Clerk's NALC 1% pay increase from April 2017 was noted and the Standing Order amended accordingly.	
19.	Annual Parish Meeting: Cllrs discussed the agenda and Cllr Richards will circulate his draft report for approval. The agenda and report will be emailed to residents. Clerk to arrange printing of copies to be delivered by hand for those not on email. Arrangements for the meeting were finalised. Cllr Tilley to confirm early availability of the hall for setting up the meeting. Cllrs Morrison and Kirkland to provide refreshments.	DR Clerk JT HM/AK
20.	Matters raised by Councillors: None.	
21.	Clerk's Correspondence: Emails as previously circulated to Councillors. No further correspondence.	
22.	Dates of forthcoming meetings: i) Annual Parish Meeting – Thursday 19 May 2016, 8.00 pm, large Village Hall. ii) Tuesday 18 July 2017, 6.30 pm.	
	The meeting closed at 8.35 pm.	

Signed: Date: