Clerk: Mrs Sarah Copley

Email: clerk@westonturvilleparishcouncil.org.uk

Telephone: 01296 531432



Minutes of the meeting of Weston Turville Parish Council held on 26th November 2015 at the Village Hall, School Approach, Weston Turville.

PRESENT:

Cllrs M Jarvis (Chair), M Simons (Vice Chair), H Backus, M Conolly, D Hillier, J Paterson, D Sibley, C Terry Clerk: Sarah Copley

795	APOLOGIES AND ANNOUNCEMENTS				
	Apologies were received from Cllr M Munday and N Treacher.				
796	DECLARATIONS OF INTEREST				
	There were no declarations of interest.				
797	OPEN FORUM FOR PARISHIONERS				
	There were no members of the public present.				
798	MINUTES OF PREVIOUS MEETINGS				
	 a) The minutes of the meeting held on 22nd October were unanimously agreed as a correct record and duly signed by the Chairman. (Proposed by DS, seconded by MS) b) The actions list was reviewed and completed actions noted. 				
799	FINANCE				
	 a) The list of payments tabled was AGREED and is attached to these minutes as appendix 1. b) The finance report and bank reconciliation were noted. c) Donation to Dial-a-Ride – it was AGREED to give a donation of £200 to Dial-a-Ride. 				
800	BUDGET AND PRECEPT FOR 2016-17				
	The draft budget for 2016-17 proposed by the Policy and Resources Committee had been previously circulated and was discussed. The deadline for the precept demand to be submitted to Aylesbury Vale District Council was 22 nd January 2016. The Committee were recommending a 10% increase to the precept in order to meet the increased costs, including the preparation of a Neighbourhood Plan and devolved services. This would equate to an additional £4.20 per year for a Band D household.				
	Councillors noted that the budget and precept would be discussed further with a view to finalising the precept at the Council meeting on 21st January 2016.				
801	POLICY AND RESOURCES				
	The following draft policies had been circulated and were discussed:				
	 Disciplinary Policy Data Protection and Information Security Publication scheme 				
	After discussion it was AGREED to adopt the three policies.				

802	SCHOOL APPROACH ACCESS		
	There did not appear to be a current licence agreement in place between Weston Turville Combined school and the Parish Council. After discussion it was AGREED that a new licence be offered at a nominal rent of £1 per annum.		
803	VILLAGE HALL AND RECREATION COMMITTEE		
	a)	The electrical survey and other works had been arranged to be carried out during the Christmas school holidays.	
	b)	The Village Hall Committee were in the process of obtaining quotes for redecorating the hall.	
	c)	The leaking overflow and gent's urinal had been repaired and the invoice was included in the list of payments agreed.	
	d)	The boiler would need servicing in January and the Clerk was asked to contact Action Heating to arrange this.	Clerk
804	RE	CREATION GROUND	
	a)	Playground and Car Park Project	
		The playground contractors had completed the installation of the equipment the previous week. The park was now open to the public, however due to the inclement weather conditions during the final week of work, the area was extremely muddy.	
		The Council would need to arrange weekly visual inspections and Cllr Sibley agreed to do this.	DS
		The alterations to the car park were due to be carried out during the Christmas school holidays in order to minimise disruption. The new path the tennis courts would be started earlier as it would not affect car parking.	
	b)	Football pitch hire	
		Aston Clinton Colts FC and the Chandos Arms FC were using the pitches this season. Both clubs had been asked to leave the facilities in good order. The hall caretaker had been asked to clean the changing rooms now that the contractors were no longer using them.	
		ACCFC had been invoiced for the entire season, Chandos were being invoiced as and when they played.	
	c)	Other issues	
		The Clerk was asked to investigate the costs for providing a skate park and teen shelter in order for the Council to consider providing these in the future.	Clerk
805	ENVIRONMENT AND HIGHWAYS		
	a)	Cllr Paterson said that there was still an issue with water running down the Marroway during heavy rain. He had taken photos which he would send to Transport for Bucks.	
	b)	Cllr Simons reported that there was a problem with on street parking in Anstey Brook since the new business had moved into the garage nearby. The Chairman	MJ
	c)	would go and speak to the business owner in the first instance. There had been no action on the uneven surface at the roundabout with New Road and Main Street. The Clerk would write to the County Councillor to ask for his assistance in progressing this maintenance work.	

	d) A complaint had been received from a member of the public regarding the overgrown hedge and footway along the Marroway. This had been reported to Transport for Bucks who were trying to identify the owner of the land in this area and whose responsibility the hedge is. The Clerk was asked to check the Land Registry to see who the land was registered to.	Clerk Clerk	
806	BROOKSIDE AMENITY AREA		
	The title register had been obtained from the Land Registry which demonstrated that the Parish Council owned some of the land and nearby house owners owned some of it. It was unclear if there was any arrangement in place for the maintenance of the land and the Clerk had contacted Wilkins solicitors to find out if they held any information about the land on the Council's behalf.		
	The Chairman would look back through previous correspondence he had with the neighbouring properties and pass it on to the Clerk.		
	The Clerk was asked to submit an application to Land Registry to obtain copies of the titles of all land registered to the Council.	Clerk	
807	PLANNING COMMITTEE		
	a) The minutes of the meeting held on 5 TH November were noted, the next meeting would be on 3 rd December and start at 6.30pm.		
	b) Hampden Fields - A meeting with the developers had taken place, school governors and some parish councillors had attended. The purpose of the meeting was to discuss current highways issues within the parish and what, if any, mitigation the development could provide. The developers had not yet submitted the formal planning application to the district council.		
	c) A letter had been received from a Winslow Town Councillor outlining concerns about the lack of weight being given by AVDC to Neighbourhood Plans when determining planning applications and requesting that Parishes also write expressing their concerns at this action. After discussion it was agreed that the Parish Council would write to AVDC.	MJ/ Clerk	
808	NEIGHBOURHOOD PLAN		
	a) The minutes of the meeting of the Neighbourhood Plan Steering Group were noted.		
	b) The Steering Group had met with Jenny Lampert, a planning consultant who was also working on other neighbourhood plans in the area, and had recommended that her company be engaged to assist with Weston Turville's neighbourhood plan. This was unanimously AGREED.		
	 A grant application would be submitted to Locality for work to be carried out during January to March. 		
809	VALE OF AYLESBURY LOCAL PLAN		
	AVDC were consulting on Vale of Aylesbury Local Plan Issues and Options, the deadline for responses was 4 th December. All councillors were encouraged respond to the consultation individually and to forward a copy of their comments to the Clerk to inform the Parish Council's response.		
	It was agreed to delegate authority to the Planning Committee to finalise and approve the consultation response.		
	·		

810	CORRESPONDENCE			
	The Clerk reported on the following correspondence:			
	 Notice of a national "Clean for the Queen" litter picking action on 4-6 March had been received. It was agreed that the Council would take part in this campaign and Cllr Sibley agreed to lead on the matter. Notification of changes to bus services had been received and put on the website. 	DS		
811	REPORTS OF CHAIRMAN AND CLERK			
	The Clerk had attended an event for parishes hosted by Bucks CC on 25 th November. The event had been informative although there were no firm proposals about future devolvement to parishes.			
812	2 COUNCILLORS' REPORT AND QUESTIONS			
	Cllr Backus said that due to the proximity of her house to the Hampden Fields development, she would not be attending the planning meeting when the application was discussed.			
813	ANY OTHER MATTERS (FOR INFORMATION)			
	No matters were raised under this item.			
814	DATE OF NEXT MEETING			
	The next meeting would be on Thursday 21st January 2016 at 7pm.			

Signed:	Date:	21 st January 2016
---------	-------	-------------------------------

Appendix 1 – Payments

Date	Payee	Detail	Cheque number	Total
18/10/2015	Vodaphone	Office telephone September	DD	£42.00
20/11/2015	Vodaphone	Office telephone October	DD	£42.00
26/11/2015	Weston Turville Youth Café	Second 50% grant	3268	£750.00
26/11/2015	Mrs Sarah Copley	Salary - November	3269	£752.13
26/11/2015	HM Revenue & Customs	PAYE & NI - November	3270	£244.29
26/11/2015	Mr Roger Haines	Village works October	3271	£56.25
26/11/2015	SLCC	VAT Trainin course (clerk)	3272	£90.00
26/11/2015	E Sharp Electrical	Street light repair	3273	£75.39
26/11/2015	Lock and Key Centre	Additional D3 and D4 keys	3274	£28.80
26/11/2015	EON	Street light electricity	3275	£631.18
26/11/2015	Action Heating Ltd	New valve and repair leaking overflow	3276	£90.00
26/11/2015	E Sharp Electrical	Replace fuse and light in village hall	3277	£72.12
26/11/2015	Mrs Sarah Copley	Cost claim November (ink, Land Registry, Poppy wreath)	3278	£119.58
26/11/2015	E Sharp Electrical	street light repairs	3279	£374.80
26/11/2015	Creative Play	Second 50% playground	3280	£25,200.00
26/11/2015	SLCC	SLCC Membership for clerk	3281	£105.00
18/12/2015	Vodaphone	Office telephone November	DD	£42.00
28/12/2015	Mrs Sarah Copley	Salary - December	3282	£701.73
28/12/2015	HM Revenue & Customs	PAYE & NI - December	3283	£244.29
			TOTAL	£29,661.56

Appendix 2 – Actions List.

Ref	Action	Assigned to	Update/Complete
749	Consultation on site for dog bin near Walton Place	DS	
750	Obtain quotes for electrical and structural testing of street	Clerk	On hold until
	lights		inventory
			complete
766	Asset register to be re-created	All	Ongoing
780	Obtain permission from TFB for trees to be planted on verges	CT/Clerk	
781	Set up view only online access for bank accounts	Clerk	✓
783	Obtain quotes for replacement fuse boxes	Clerk	
802	Access licence agreement for School Approach	Clerk/MJ	
803	Arrange boiler service for January	Clerk	✓
804	Weekly playground inspections	DS	
804	Research skate park and teen shelter costs	Clerk	
805	Speak to garage owner re on street parking issues	MJ	
805	Contact Cllr B Chapple to arrange a meeting	Clerk	✓
805	Get title register for land alongside Marroway	Clerk	✓
806	Forward any old correspondence re Brookside to clerk	MJ	
806	Submit request to Land Registry	Clerk	✓
807	Send letter of concern to AVDC	Clerk/MJ	
809	Send comments to Clerk on the VALP consultation	ALL	✓