

Minutes of the Meeting of Weston Turville Parish Council held on 15th June 2023 at Weston Turville Village Hall.

PRESENT:

Parish Cllrs: M Baylis, R Blackmore, M Collins, G Fincham (Chair), E Martinez, C Terry and M Watson

Clerk: Mrs Sarah Copley

Seven members of public (3 for public forum only)

<p>23.94 OPEN FORUM FOR PARISHIONERS</p> <p>Three members of public spoke about their concerns regarding planning application 23/01672/APP which would be discussed at the next Planning Committee meeting. Cllr Collins, in his capacity as a Bucks Councillor, offered to call the application in so that it was determined by Bucks Council's planning committee, this offer was accepted.</p> <p>Mid Bucks Beekeepers Association asked for the Parish Council's support in securing a new site within Hampden Fields. Cllr Collins offered to meet with them to discuss how he could help in his capacity as a Bucks Councillor.</p>	
<p>23.95 APOLOGIES AND ANNOUNCEMENTS</p> <p>Apoloies were received from Cllrs Cook, Dawkins and Jarvis.</p>	
<p>23.96 DECLARATIONS OF INTEREST</p> <p>a) There were no declarations of interest. b) There were no dispensation requests.</p>	
<p>23.97 MINUTES OF PREVIOUS MEETING</p> <p>It was RESOLVED to accept the minutes of the meeting held on 18th May 2023 as a true record and the minutes were duly signed by the Chair.</p>	
<p>23.98 ENVIRONMENTAL</p> <p>a) Habitat Management Plan – Cllr Blackmore provided the update in the absence of Cllr Cook. Cllr Cook had met with the Chiltern Society Wildbelt project manager at the site. There would be no work undertaken until October to avoid disturbing nesting birds and in the meantime engagement with local residents would take place to keep them apprised of the work that needed to be undertaken in order to improve the biodiversity of the area and discuss any concerns they may have.</p> <p>b) Climate Emergency – the Council discussed whether or not to declare a climate emergency with a vote taking place. Three were in favour of declaring a climate emergency and four opposed.</p> <p>The Council remained committed to reducing its carbon footprint and working with the Climate Action Group. Actions taken to date were noted. The Clerk was asked to put this on the website in order to highlight what action the Council had taken and was planning.</p>	Clerk
<p>23.99 POLICY AND RESOURCES</p> <p>a) The list of payments totalling £7,239.05 was approved as listed in appendix 1. b) The bank reconciliation and finance report were noted.</p>	

<p>23.100 LOCAL COUNCIL AWARD SCHEME</p> <p>The information regarding the award scheme operated by NALC was considered. It was unanimously AGREED that the Council met the requirements of the Foundation Award and to apply for that.</p>	<p>Clerk</p>
<p>23.101 CAFÉ AT THE PARK</p> <p>Councillors Fincham and Terry and the Clerk had met with the person who had submitted an interest in running the café on behalf of the Council and updated him on the Council's decision to apply for a container café rather than extension to the building. However, since the previous meeting, the Clerk had received advice from the planning officer that permission was unlikely to be granted for any standalone unit in the playing fields but that it would be more likely that permission be granted for either an extension to the hall or part of the hall being repurposed as a café.</p> <p>It was agreed that the working group continue to progress the provision of a café and that whilst the preferred option remained a separate standalone building, if that was not possible then to investigate the possibility of repurposing the changing rooms as a café. This was to include any costs for the work, whether it could be funded from s106 funds and confirmation of any requirements from an environmental health perspective.</p>	<p>GF, CT, Clerk</p>
<p>23.102 PROJECT UPDATE</p> <ul style="list-style-type: none"> • Replacement gates on Rights of Way <p>The Council had previously agreed to fund 3 replacement gates to include the high priority replacement identified by the ramblers association. As there were four stiles in the fields with the high priority stile it was AGREED to replace the fourth at the same time to ensure the same level of accessibility.</p> <ul style="list-style-type: none"> • Other projects – the update was noted and actions noted as: <ul style="list-style-type: none"> • Cllr Blackmore would get updated costs for trees for the July meeting. Cllr Collins reported that Bucks Council may have some funding available for trees, the Clerk to make enquiries. • Clerk to get quotes for the table tennis table and surface options • It was unanimously AGREED to accept the quote of £550 to supply, install a Christmas tree and put up the lights. • Events – The update was noted. <ul style="list-style-type: none"> • There had been a good level of interest in the sunflower competition, Cllrs Fincham and Watson would judge the entries in August. • It was agreed to cancel the calendar due to lack of response. • Tasks for Remembrance Sunday were allocated to various councillors. • Cllrs Fincham, Watson, Collins, Terry and Blackmore would put up Christmas decorations at the hall. • Clerk to contact the new headteacher at the school to invite them to make decorations for the Christmas tree. 	<p>MW, Clerk</p> <p>RB, Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>23.103 RECREATION GROUND AND SCHOOL APPROACH</p> <p>The ROSPA inspection had been carried out in May and the reports noted. It was AGREED:</p> <ul style="list-style-type: none"> • To seek a quote from the playground supplier for a replacement toddler seat and to adjust the gate. • To request comments regarding the damage to the large basket swing and cost to replace with one unlikely to sustain similar damage. • To seek quotes to install grass matting as recommended. • To sow grass seed during next wet weather. 	<p>Clerk</p>

<p>23.104 HAMPDEN FIELDS</p> <p>a) Floodlighting sports pitches – the correspondence from Bucks Council and Taylor Wimpey was noted and it was agreed that flood lighting would be required for the 3G pitches but to request that baffles are fitted to direct the light at the pitches to reduce any light pollution to nearby properties.</p> <p>b) Monthly Liaison meeting – the first monthly liaison meeting with Hampden Fields had taken place. The Project Manager had given an update on the current timeline, the reserved matters application was expected to be consulted on in July.</p>	Clerk
<p>23.105 WESTON TURVILLE TIMES</p> <p>A full discussion took place on the format of the magazine, it was agreed that more involvement / input was needed from the community.</p> <p>Local organisations would be contacted to ask for their input and to also approach Thames Valley Police for a contribution.</p>	
<p>23.106 CLERK’S REPORT AND CORRESPONDENCE</p> <p>a) The Clerk’s report was noted and is attached at Appendix 2. The correspondence received was noted and action agreed:</p> <ul style="list-style-type: none"> • Condition of footpaths – It was agreed to respond to the resident but to reiterate that although some road improvements in Main Street are within the planning approval for Hampden Fields, other footpaths remained the responsibility of Bucks Council. • Cala Homes Community initiative to help with litter picking – it was agreed to thank them for their offer of help and include them in the September parish litter pick. • Thank you letter from resident – noted. <p>b) Town and Parish Survey – Councillors were asked to send their comments to the Clerk to be collated and submitted.</p>	
<p>23.107 MATTERS FOR INFORMATION</p> <p>Cllr Terry asked when the planters were due to be replanted, the Clerk would ask for an estimated date.</p> <p>Cllr Blackmore gave a verbal update on the ARLA meeting that had taken place the day before, minutes would be circulated once received.</p> <p>Cllr Watson raised the overgrown state of the footpath between the fields in the centre of the village and Main Street, the Clerk would ask the Lengthsman to strim this.</p> <p>Cllr Watson also reported that he had received a survey from Bucks Council about the condition of the highway, no one else had received this. The Clerk was asked to find out who had sent it out and how respondents had been selected.</p> <p>Cllr Martinez reported that the management company were finally tackling overgrown weeds and grass around the estate following many complaints from residents. He also reported that some residents had expressed interest in carrying out a speedwatch exercise, the Clerk would enquire re training.</p>	Clerk Clerk Clerk
<p>23.108 DATE OF NEXT MEETING</p> <p>The next meeting of the Parish Council would take place on Thursday 20th July.</p>	
<p>23.109 CONFIDENTIAL ITEMS</p> <p>It was resolved under the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.</p>	

23.110 RECRUITMENT OF ASSISTANT CLERK	
The job specification, pay scales were agreed. The Clerk would advertise the vacancy. Cllrs Fincham and Watson would interview candidate with the Clerk.	Clerk

Signed: _____ Date: 20th July 2023

Actions List

Ref	Action	Who	Update / Complete
22.45	Registration of village hall and playing field	Clerk	Application submitted
23.5	Investigate options for village map	Clerk	
23.6	Request third phase electric to be made live	Clerk	Awaiting response from Scottish Power
23.31c	Obtain quotes for surfacing under table tennis table	Clerk	
22.34a	Research alternative options for path surface	Clerk	In progress
23.48	Raise fly tipping queries with Bucks Council	MC	
23.98b	Update website with actions taken to reduce carbon footprint	Clerk	✓
23.100	Submit application for LCAS Foundation Award	Clerk	
23.101	Progress café provision	GF, CT, Clerk	
23.102a	Write to landowners re 4 stiles to be replaced	MW, Clerk	✓
23.102b	Quotes for trees	RB	
23.102b	Contact Bucks Council regarding funding for trees	Clerk	
23.102b	Quotes for table tennis table and surfacing	Clerk	
23.102b	Contact the school regarding Christmas decorations	Clerk	✓
23.103	Quotes for repairs to play equipment	Clerk	✓
23.104	Respond to Hampden Fields re floodlighting	Clerk	✓
23.105	Contact local organisations for magazine content	EM, Clerk	✓
23.106	Contact Bucks Council re highways survey	Clerk	
23.106b	Send comments/response to Clerk for the Parish survey	ALL	✓
23.110	Advertise Assistant Clerk vacancy	Clerk	✓

Appendix 1 – Payments

Date	Paid to	Detail	Ref	Net	Vat	Total
23/05/2023	Wendover & Villages Ukraine support	Grant	68	£500.00		£500.00
31/05/2023	14th Vale Aylesbury Scouts	Grant	69	£1,000.00		£1,000.00
02/06/2023	Cloudy IT	Software licences and support	DD	£63.60	£12.72	£76.32
15/06/2023	Lengthsman	Village tidying May	electronic	£575.00		£575.00
15/06/2023	Playsafety Ltd	ROSPA inspection	electronic	£310.50	£62.10	£372.60
15/06/2023	Buxton Press	Print Summer edition of WT Times	electronic	£984.61		£984.61
15/06/2023	Oxford Play Assoc	Play sessions in August	electronic	£900.00		£900.00
15/06/2023	J W Mowing Services	Remove 1 noticeboard, repair another	electronic	£100.00		£100.00
15/06/2023	Defib Store	replacement pads for defibrillator	electronic	£120.00	£24.00	£144.00
15/06/2023	Staff	Salary and cost claim	electronic	£1,581.73	£0.00	£1,581.73
15/06/2023	HMRC	PAYE & NI	electronic	£403.73		£403.73
15/06/2023	Bucks Council Pensions	pension contribution	electronic	£561.08		£561.08
19/06/2023	DRAX	Street light electricity	DD	£38.08	£1.90	£39.98
TOTAL				£7,138.33	£100.72	£7,239.05

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.

- **Bridleway 14** – Bucks Council have temporarily closed this bridleway due to the bridge being damaged. The closure order is for 21 days during which the bridge will be repaired.
- **Broadband / Landline at the hall and office** – the router has failed and needs replacing. The old router has been put in for now but is not as good as the other one. Quotes are being sought for a new contract which would also replace the router with a modern one and will be brought to the July meeting.
- **Wildflower Beds** – the wildflowers growing in the bed opposite the Chandos were cut down around 1st / 2nd June. The grass cutting team had been in the village the previous week cutting the verges but had left the wildflower bed uncut, however the following week someone unknown cut it down.
- **Street furniture update**
 - The door on the noticeboard at The Paddocks has now been repaired
 - The noticeboard at Westongrove has been removed due to the further damage sustained
 - The benches by the shop both have damaged slats and are beyond repair as the concrete ends are crumbling and won't take the replacement bolts. Quotes will be brought to the July meeting for replacements.