



Minutes of the Annual Meeting of Weston Turville Parish Council held on 16th May 2019 at the Village Hall, School Approach, Weston Turville.

PRESENT: Cllrs: D Hillier, M Jarvis, J Paterson, M Simons, C Terry and V Trowell
 Clerk: Sarah Copley

19.82	ELECTION OF CHAIRMAN It was unanimously AGREED to elect Cllr M Jarvis as Chairman for 2019-20.	
19.83	APOLOGIES AND ANNOUNCEMENTS Apologies were accepted from Cllrs Backus, Conolly and Morgan.	
19.84	ELECTION OF VICE CHAIRMAN It was unanimously AGREED to elect Cllr M Simons as Vice Chair for 2019-20.	
19.85	DECLARATIONS OF INTEREST There were no declarations of interest or requests for dispensation.	
19.86	OPEN FORUM FOR PARISHIONERS No members of public present.	
19.87	MINUTES OF PREVIOUS MEETING a) The minutes of the previous meeting were agreed and duly signed by the Chairman. b) The actions list was reviewed and completed actions noted.	
19.88	MEMBERSHIP AND REMIT OF COMMITTEES Membership of the Council's committees was agreed as: Planning Committee - Cllrs Conolly, Hillier, Paterson, Simons and Trowell. Policy and Resources Committee - Cllrs Paterson, Simons, Terry and Trowell. Weston Turville Times – Cllrs Jarvis, Paterson, Terry and Trowell. The Chairman was an ex-officio member of all committees.	
19.89	APPOINTMENT TO EXTERNAL BODIES The following appointments were agreed: a) Wendover Local Area Forum and Transport sub group - Cllrs Simons and Paterson b) ARLA Liaison Group – Cllr Hillier c) RAF Halton Stakeholder meetings – Cllr Hillier d) Village Hall Management Committee - Cllr Simons e) Marroway Partnership meetings – Cllrs Simons and Morgan	
19.90	ANNUAL ACCOUNTS 2018-9 a) The year end bank reconciliation was reviewed and accepted. b) Internal audit report – the report of the internal auditor was noted and it was agreed to defer consideration of an interest bearing account for the reserves until the extension and skatepark projects were complete.	

<p>c) Annual Governance Statement</p> <p>A copy of the accounts for the financial year ending 31 March 2018 had been circulated. The Clerk reported that the internal auditor had inspected the accounts and signed the section of the Annual Return relating to internal audit.</p> <p>The Council reviewed and agreed the Governance Statements in the Annual Return which was signed by the Chairman and Clerk.</p> <p>d) Accounting Statement</p> <p>There being no questions or comments, the Accounting Statement was agreed and signed by the Chairman and Clerk. The Annual Return would now be submitted to the External Auditors and the notice of electors rights displayed.</p>	Clerk
<p>19.91 BANKING ARRANGEMENTS</p> <p>a) Direct Debits and Standing Orders - The direct debits in place were reviewed and confirmed:</p> <ul style="list-style-type: none"> • BAS Associates for the payroll which was paid quarterly • Vodafone for the office telephone paid monthly • Public Works Loan Board for the loan repayment, paid in August and February • 1&1 Internet for domain hosting paid monthly • EON for street light electricity paid monthly <p>b) Bank Signatories - The current bank signatories were Cllrs Jarvis, Simons, Terry, Hillier and Paterson and the Clerk. It was AGREED that no amendments to the bank signatories be made.</p>	
<p>19.92 POLICY AND RESOURCES</p> <p>a) The list of payments totalling £10,069.11 was AGREED.</p> <p>b) Tree Policy – it was unanimously AGREED to adopt the draft Tree Policy.</p> <p>c) Standing Orders and Financial Regulations – these were reviewed and agreed to retain with no amendments.</p> <p>d) It was AGREED to defer the review of other policies as required by Standing Order 5 until the next meeting of the Council in June.</p>	
<p>19.93 COUNCILLOR VACANCY</p> <p>There had been no applications or expression of interest in the vacancy for a Parish Councillor.</p>	
<p>19.94 PROJECTS</p> <p>a) Skate Park</p> <p>Queries had been raised by AVDC’s Leisure and Environmental Health officers, Bendcrete would produce a response to these. EH had requested a noise report and Bendcrete were looking at the options to consider.</p> <p>b) Village Sign</p> <p>Cllr Trowell volunteered to ask a family member to come up with some potential designs for the sign and this was AGREED. The designs would be displayed on the Council’s stall at the village fete.</p>	VT
<p>19.95 ENVIRONMENT AND HIGHWAYS</p> <p>a) Cllr Paterson reported that there was an area of road surface had failed in New Road and the bollards at the junction of Marroway and Wendover Road had been knocked over. He would report both to Transport for Bucks.</p> <p>It was noted that the chicanes had finally been repaired and the “Keep Clear” sign repainted at the junction of Bates Lane and Main Street.</p> <p>The planter in the village hall car park had somehow been moved. The Clerk was asked to get a quote to empty, move and fix it back in place and then refill.</p>	Clerk

	<p>There was a dead tree by the bus stop opposite the shops, the Clerk would report to Transport for Bucks.</p> <p>b) Planters – it was AGREED to accept the quote from Amberol and purchase two self watering planters at £291 each plus the cost of including the Council’s name on them.</p> <p>c) War Memorial - it was AGREED to accept the quote of £125 to replace the posts around the war memorial.</p> <p>d) Trees – it was AGREED to include the trees on the area of land owned by the Council when the arborculturist inspects the Council’s trees.</p>	
19.96	<p>WENDOVER ROAD</p> <p>Cllr Jarvis reported that the site visit for residents at Enterprise Skips had been well attended. Residents had been given a direct contact at the company to report any issues to and had also been asked to copy the Parish Council in.</p> <p>The joint meeting with AVDC and Bucks CC had been arranged for 28th May, Cllrs Jarvis and Paterson would attend to represent the Parish Council.</p>	MJ/JP
19.97	<p>VILLAGE HALL</p> <p>a) The Youth Café had given notice that no one had come forward to take over from the outgoing committee and it would therefore close at the end of this term. They had asked if their equipment could be left at the hall in case anyone came forward in the future. The Council refused this request and the Clerk was asked them to remove everything by the end of July.</p> <p>b) Preparations for the fete were in hand, posters were to be printed and put up.</p>	Clerk
19.98	<p>SCHOOL APPROACH AND RECREATION GROUND</p> <p>a) Playground inspections – the Clerk reported on issues that were awaiting repair by the supplier. The Clerk was asked to investigate local companies who may be able to repair equipment in a more timely manner.</p> <p>b) Tennis Courts – the wooden fencing at the tennis courts had been damaged and the Clerk had obtained quotes for its repair. After discussion it was agreed to accept the quote from ETC Sports and to establish if the wooden fence would still be required once the MUGA built which would be used for football. Thames Valley Police had been made aware of the damage and reports of mopeds on the courts and would be patrolling the area.</p> <p>c) Playground gate – the quote of £100 to replace the gate post to the playground was accepted.</p> <p>d) Benches – the quotes and styles of benches were considered and it was AGREED to purchase two benches with arms and one without from Solway Direct.</p> <p>e) Bollards for School Approach – It was agreed to purchase bollards from Glasdon to be spaced at 2m intervals along verge in School Approach, Amersham Town Council would be approached to install them.</p> <p>f) The Clerk reported that a local resident had donated iron railings for School Approach / car park as they had seen that the Council was considering this. The railing needed to be repainted and the Clerk was asked to get quotes for this.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
19.99	<p>PLANNING COMMITTEE</p> <p>Application 19/001627/APP – 27 Marroway – Detached house and garage – this application was considered and the Council felt that a precedent had been set for this area and raised no objections.</p>	
19.100	<p>WESTON TURVILLE TIMES</p> <p>The minutes of the previous meeting were noted.</p> <p>It was AGREED that email addresses be set up for the editor and advertising/treasurer.</p>	

<p>19.101 CORRESPONDENCE</p> <p>The consultation regarding ARLA was noted and it was agreed that councillors would submit their own individual comments if wished.</p>	
<p>19.102 REPORT OF CHAIRMAN AND CLERK</p> <p>The Chairman reported that there appeared to be more caravans that there were planning permission for on land off the A41 which he would refer to AVDC.</p> <p>The Clerk reported that two of the MVAS sockets were in need of replacing and that quotes were being sought.</p>	
<p>19.103 MATTERS FOR INFORMATION</p> <p>Cllr Conolly requested an agenda item at the next meeting to discuss putting up Christmas lights this year.</p>	
<p>19.104 DATE OF NEXT MEETING</p> <p>The next meeting of the Parish Council would be on Thursday 20th June 2019 at 7pm.</p>	
<p>19.105 VILLAGE HALL LEASE</p> <p>The solicitor acting on this matter was on long term sick and the case handed over to another that week.</p>	
<p>19.106 VILLAGE HALL EXTENSION</p> <p>The five tenders submitted for the extension and alterations had been scored and were reviewed. It was unanimously AGREED to award the tender, subject to references, to Oxford Direct Services who had relevant experience and were the most cost effective.</p>	

Signed: _____ Date: 20th June 2019

Appendix 1- Actions List

Ref	Action	Who	Update /Complete
18.12(f)	Repaint logs in School Approach	MS	
18.101	Progress order and installation of bus shelter	Clerk	On hold
19.53	Resilience Plan – initial meeting to be arranged for May	MS/JP/Clerk	
19.61	Collect evidence for bus routes	MC	
19.90	Submit annual return to external auditor	Clerk	✓
19.94	Designs for village sign	VT	✓
19.95	Quotes to move planter	Clerk	✓
19.95	Arrange purchase of planters	Clerk	✓
19.96	Attend meeting with AVDC and BCC on 28 th May	MJ / JP	✓
19.97	Write to Youth Café re removing equipment from the hall	Clerk	✓
19.98	Look at options for local company to maintain play equipment	Clerk	✓
19.98	Arrange repair of tennis court, gate post and removal of tree	Clerk	✓
19.98	Place order for benches	Clerk	✓
19.98	Place order for bollards	Clerk	
19.98	Get quotes for repainting iron railings	Clerk	