



Minutes of the Meeting of Weston Turville Parish Council held on 15th February 2018 at the Village Hall, School Approach, Weston Turville.

PRESENT:

Cllrs: M Jarvis (Chair), M Conolly, R Eastaugh, D Hillier, J Paterson, M Simons

Clerk: Sarah Copley

<p>18.22 APOLOGIES AND ANNOUNCEMENTS</p> <p>Apologies were received from Cllrs Sibley, Terry and Treacher.</p>	
<p>18.23 DECLARATIONS OF INTEREST</p> <p>There were no declarations of interest made and no requests for dispensation.</p>	
<p>18.24 OPEN FORUM FOR PARISHIONERS</p> <p>None present.</p>	
<p>18.25 MINUTES OF PREVIOUS MEETINGS</p> <p>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.</p> <ul style="list-style-type: none"> • Councillor Simons had researched defibrillator costs and this matter would be deferred until the donation was forthcoming. • The overgrown hedge in Millstream had now been cut back. 	
<p>18.26 COUNCILLOR VACANCY</p> <p>There had been no expressions of interest in the vacancy for a parish councillor.</p>	
<p>18.27 ANTI SOCIAL BEHAVIOUR</p> <p>Cllr Simons and the Clerk had attended a multiagency meeting hosted by Thames Valley Police (TVP) and attended by Bucks CC Gypsy Romany Traveller Officer and representatives from Social Care and AVDC from Planning, Environmental Health and Community Safety teams. A number of actions had been identified, including a visit by AVDC Planning Enforcement and Environmental Health. More residents need to be encouraged to provide impact statements to the police and AVDC would look into running an anonymous survey to collate experiences. A drop in session would also be organised in the village hall.</p> <p>Thames Valley Police were holding a Community Forum in Wendover the following week, each parish was invited to send four representatives. It was agreed that Cllr Simons and the Clerk would attend and that a place be offered to one of the residents who attended the December meeting.</p>	
<p>18.28 POLICY AND RESOURCES</p> <p>a) The list of payments totalling £5,135 was tabled and AGREED. b) The bank reconciliation and finance report were noted, there were no queries from Councillors. c) It was unanimously AGREED to reappoint IAC Ltd as internal auditor for the 2017-18 accounts. d) The quote from IAC Ltd to provide GDPR services was discussed, the Clerk reported that BALC had advised earlier that week to wait until the new legislation was clearer before entering into any agreement for GDPR services and it was AGREED to defer this matter until May.</p>	

<p>e) The Council’s Asset Register was reviewed and approved.</p> <p>f) Risk Assessment – the risk assessment was reviewed and it was agreed to adopt this.</p>	
<p>18.29 VILLAGE HALL</p> <p>a) Report from Management Committee – The pre-school had requested a number of safety modifications some of which the management committee had agreed. The request for a second lock on the front door had been refused as it was a fire exit. They had also requested permission to replace the grass in the garden area with fake grass/astroturf dependant on funding. The Council had no objection to this subject to the preschool fully funding it.</p> <p>b) Cllr Simons reported that the lady who wished to donate funds for a defibrillator to be located at the hall had been in touch with a charity “Community Heartbeat” who would provide the defibrillator and training for those who wished to learn how to use it, the cost would be approx. £2000 with £200 a year ongoing costs. It was noted that in order to comply with the Council’s financial regulations three quotes would be required.</p> <p>c) Village Hall extension – the architect was currently in the process of putting together the building regulations application to be submitted to AVDC. He had not yet advised whether a surveyor would be needed and if so any additional cost. Parkinson Partnership was working on their report with regard to VAT on the costs of the works which would be presented to the Council in due course.</p>	
<p>18.30 VILLAGE HALL CAR PARK AND SCHOOL APPROACH</p> <p>a) The three quotes received for CCTV for village hall car park and School Approach were reviewed and discussed. It was proposed by Cllr Simons, seconded by Cllr Paterson and unanimously AGREED to accept the quote from Bucks CCTV.</p> <p>b) The Clerk had received two quotes for LED lights for the car park but one was still outstanding. The Council deferred the discussion until the third quote had been received.</p> <p>c) Vans parked in School Approach – Cllr Conolly had spoken to the business owner and requested that they desisted in parking on the verge, there had been improvements but Cllr Conolly would monitor the situation and speak to them again if parking persisted.</p> <p>d) A resident had forwarded a photo of a car parked across the pavement and grass in School Approach during school pick up time which had resulted in parents and children either having to walk across muddy grass or in the road to get round it. The clerk was asked to contact Thames Valley police to see if they were able to identify the owner in order for the Council to write to them. It was also agreed to ask the school to include a reminder in their newsletter about not parking/driving on the pavements.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>18.31 RECREATION GROUND AND SCHOOL APPROACH</p> <p>a) Cllr Sibley was not present to give an update on the weekly inspections. The Clerk reported that the latch on the gate had been broken and she had replaced it.</p> <p>b) Tree works – it was unanimously AGREED to accept the quote from P Kernan Tree Surgeons to prune the fruit trees and reduce the height of the conifers behind the tennis court. All contractors had advised that reducing the height may lead to the conifer hedge looking patchy and this was noted but agreed to go ahead in order to try to reduce the likelihood of losing further trees in high winds.</p> <p>c) The groundsman had reported weeds were growing between the wooden and chainlink fencing around the tennis courts, it was AGREED to ask him to treat these.</p>	

18.32	ENVIRONMENT AND HIGHWAYS	Clerk
	<p>a) Cllr Paterson reported a number of potholes were appearing in Marroway and Worlds End Lane, these would be reported to Transport for Bucks.</p> <p>b) The Clerk reported that Aylesbury Mains had advised they would have completed the 95 lights to upgrade by the end of that week. After the reports of lights shining into houses, Aylesbury Mains had confirmed they were able to provide a shield at a cost of £53 which could be fitted to any side of the lamp. The Chairman and authorised the order of three to be fitted on the lamps near the houses who had reported intrusive light.</p> <p>The Clerk had contacted TFB regarding their street lights around the chicanes and they had advised that they were planning to being changing these type of lights in the next financial year and would add the ones in Weston Turville to their work programme which was yet to be finalised.</p> <p>c) To consider quantity and locations of new litter bins</p> <p>It was AGREED to purchase five bins at a cost of £165 each to be installed at a cost of £45 each in the following locations:</p> <ul style="list-style-type: none"> • Worlds End Lane – layby near reservoir • On the grassed area opposite the shops • Main Street – by post box • Brook End – near dog waste bin • Aston Clinton Road – layby near letter box <p>In response to complaints about overflowing dog bins, it was AGREED to purchase one additional dog bin for Church Lane to be sited near the entrance to the allotments. The Clerk would write to the Allotment Association and local residents would be consulted before placing the order.</p> <p>d) Purchase of MVAS and hinged post</p> <p>It was AGREED to accept the quote from SWARCO for a second MVAS unit, along with two batteries and the necessary fixings for lamp posts. A hinged post would be purchased from SignSense at a cost of £195 plus VAT.</p> <p>e) The Clerk had written to TFB to advise that they wished to install white post and chain fencing around the green. TFB had responded to say that as it was highway land, the work needed to be done by an approved contractor and the type of fencing approved by the Local Area Technician, they had offered to provide a quote for the work. The Chairman would take this up with TFB.</p>	Clerk
18.33	PLANNING COMMITTEE	
	<p>a) The minutes of the Planning Committee meeting held on 1st February were noted.</p> <p>b) AVDC had confirmed the names of the new roads in the development off Worlds End Lane and the Clerk would be “Rushington Meadow” and “Nine Lands Close”. Councillors were pleased their suggestion of the old field names had been used.</p> <p>c) AVDC had requested suggestions for the use for s106 funds of approximately £525,000 which would be generated by the Westonmead Farm application should it be approved. After discussion it was agreed that the Council investigate options to buy or lease land in the village in order to provide a community orchard and trim trail. The Clerk was also asked to find out if s106 funds could be used for planting a wild flower meadow area.</p>	
18.34	CORRESPONDENCE	
	Correspondence received was noted. It was agreed:	

	<ul style="list-style-type: none"> • Not to enter the Best Kept Village 2018 competition. • Not to take part in Lobby Day during March. <p>The Oxford Diocese had advised it had land available to rent in Church Walk if any local residents were interested.</p> <p>Parish Planning Liaison meeting would take place on 20th February, Cllrs Hillier and Eastaugh would attend.</p>	
18.35	<p>ANNUAL PARISH MEETING</p> <p>The budget for refreshments at the annual parish meeting was agreed as £200. Cllr Terry had offered to organise this.</p> <p>Thames Valley Police had been invited to attend and it was agreed to also invite the Youth Café to show the video they have created. Other topics would be the defibrillator and new MVAS demonstration.</p>	
18.36	<p>REPORTS OF CHAIRMAN AND CLERK</p> <ul style="list-style-type: none"> • The Clerk had attended Annual Audit and VAT training courses during February and was due to attend Resilience Planning training with Cllr Simons and a course of Prepping Data for GDPR later in the month. • The Wendover LAF would be held on 21st February, Cllr Jarvis would be attending. 	
18.37	<p>MATTERS FOR INFORMATION</p> <ul style="list-style-type: none"> • Cllr Hillier gave a verbal update on the recent ARLA liaison meeting, the minutes had been circulated to all councillors. • Cllr Simons reminded the Council that the Village Fete would take place on 23rd June and it was agreed that the Parish Council have a stand to start consultation regarding a skate park in the village. 	
18.38	<p>DATE OF NEXT MEETING</p> <p>The next meeting of the Parish Council would be on 15th March 2018 at 7pm.</p>	
18.39	<p>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>	
18.40	<p>TRANSFER OF LAND</p> <p>Cllr Simons and the Clerk had met with the current landowners to let them know the Council was interested in the land being transferred to them and discussed the next steps. They were now taking advice from their solicitor and would let the Council know if they wished to proceed in due course.</p>	

Signed: _____ Date: 15th March 2018

Actions List.

Ref	Action	Who	Update /Complete
17.68	Contact resident of The Hyde regarding tree	MJ	
18.12(d)	Contact owner of vans parking in School Approach	MC	✓
18.12(e)	Fill new planter	MS/CT	
18.12(f)	Repaint logs in School Approach	MS	
18.30	Place order for CCTV system	Clerk	✓
18.30	Contact TVP and the School re cars parking in School Approach	Clerk	✓
18.31	Arrange for tree maintenance to be carried out	Clerk	✓
18.32	Place order for 5 litter bins	Clerk	✓
18.32	Consultation on location for new dog bin	Clerk	✓
18.32	Contact TFB re preventing cars parking on green by shops	MJ	