**Minutes of the Meeting of Weston Turville Parish Council held on 29th April 2021 at Weston Turville Village Hall.**

**PRESENT:** Cllrs: M Baylis, M Conolly, D Hillier, M Jarvis, J Paterson, M Simons, C Terry, V Trowell and M Watson

Clerk: Mrs Sarah Copley

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|  | **APOLOGIES** No apologies had been received. |  |
|  | **DECLARATIONS OF INTEREST**1. There were no declarations of interest.
2. There were no dispensation requests.
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|  | **OPEN FORUM FOR PARISHIONERS**None present. |  |
|  | **MINUTES OF PREVIOUS MEETING**The minutes of the previous meeting were agreed and signed by the Chairman.  |  |
|  | **POLICY AND RESOURCES**1. The list of payments totalling £4,803.41 was noted and approved.
2. It was unanimously AGREED to adopt the Internal Controls Policy review as circulated with no amendments.
3. It was AGREED that Cllrs Simons, Paterson and Terry review and score the tender responses for the playground, petanque court and pathways in order to raise any queries with contractors before the Parish Council award the tenders at their meeting on 20th May.
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|  | **LITTER PICK**It was agreed that parish litter picks be organised for 19th June and 18th September. |  |
|  | **PLANNING COMMITTEE**It was noted that the Planning Committee meeting scheduled for 6th May had been cancelled due to elections. |  |
|  | **REPORT OF CHAIRMAN AND CLERK**1. Decisions made under delegated powers:
* Accepted quote of £500 plus VAT for new wifi links for the CCTV as the old ones are no longer working.
1. The Clerk’s report was noted and is appended to these minutes.
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|  | **MATTERS FOR INFORMATION OF NEXT AGENDA**.The Chairman thanks Cllr Hillier for his service to the Council  |  |
|  | **DATE OF NEXT MEETING**The next meeting would be the Annual Meeting of the Parish Council on 20th May. |  |

Signed: Date: 20th May 2021

**Appendix 1 – Actions List**

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| --- | --- | --- | --- |
| **Ref** | **Action** | **Who** | **Update / Complete** |
| 18.101 | Progress order and installation of bus shelter | Clerk | On hold |
| 20.105d | Clerk to make changes to telecoms contracts | Clerk | In progress |
| 21.57  | Research ground source heating for hall | MS / Clerk |  |
| 21.59b | Source suitable trees for verges and arrange permits for planting | Clerk |  |

**Appendix 2 – Payments list**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Date | Who | Detail | Ref | Net | Vat | Total |
| 10/04/2021 | BAS Associates | Payroll fees | DD | £54.00 | £10.80 | £64.80 |
| 16/04/2021 | EON | street light electric April | DD | £251.16 | £50.23 | £301.39 |
| 22/04/2021 | Buckinghamshire Council | Preapplication fee for memorial | Chq 50 | £78.00 |  | £78.00 |
| 22/04/2021 | Cloudy IT | Software licences and support | electronic | £62.45 | £12.49 | £74.94 |
| 22/04/2021 | Community Impact Bucks | 2021-22 subscription fee | electronic | £60.00 |  | £60.00 |
| 22/04/2021 | Lengthsman | Village tidying March  | electronic | £530.00 |  | £530.00 |
| 22/04/2021 | HMRC | PAYE & NI April | electronic | £609.83 |  | £609.83 |
| 22/04/2021 | Clerk | April salary | electronic | £1,740.46 |  | £2,386.31 |
| 22/04/2021 |  | April cost claim | electronic | £544.77 | £101.08 |  |
| 22/04/2021 | Bucks Council Pensions | April pension contribution | electronic | £658.14 |  | £658.14 |
| 29/04/2021 | Information Commissioner | Data Protection registration renewal | DD | £40.00 |  | £40.00 |
|   |   |   | **TOTAL**  | **£4,628.81** | **£174.60** | **£4,803.41** |

**Appendix 3 – Clerks 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.

**2020-21 Audit**

The internal audit was carried out on 21st April, report and annual return will be considered at the meeting on 20th May.

**Litter and Dog bins**

There has been an issue recently where some of the dog and litter bins have been missed out on the collection route, these have been reported to Bucks Council who are taking up with the contractor.

Some of the volunteer litter pickers had put a bin inside the entrance gate to the reservoir to see if this helps with the litter issue there. BBOWT have now asked for it to be removed as it was overflowing and unsightly. They are looking into funding for a waste bin and emptying service and have been sent a copy of the Parish Council’s grant policy and application form.

**Antisocial Behaviour**

There have been a few reports of ASB in the village over the last few weeks, some caused by youths and some from alleged drug dealing. All matters have been referred to Thames Valley Police and residents encouraged to report each and every time they witness any such behaviour.

**Speedwatch**

Thames Valley Police have given approval for Speedwatch exercise to recommence, refresher training will be arranged for Cllrs Simons and Paterson, there will be two additional places which will be offered to residents who have volunteered to take part. Cascade training can then be provided to others interested in taking part.

**Hampden Field Street Names**

Bucks Council have asked if the Parish Council would like to be involved with naming the streets within the Hampden Fields development, they have suggested that 300 names will be required to put forward. See email.

**Correspondence:**

1. Letter from Bucks Council confirming that footpath 33 is now designated a cycle path with a copy of the legal order.
2. Letter from Bucks Council licensing of hackney carriages in Buckinghamshire
3. Email forwarding a copy of a public interest report relating to Colney Heath Parish Council