

# **DRAFT**

**WESTCOTT PARISH COUNCIL**  
**MINUTES OF MEETING HELD ON 31<sup>st</sup> JULY 2018**  
**at 7.30pm IN THE CRICKET CLUB PAVILION**

## **98/18 ATTENDANCE AND APOLOGIES**

Cllr. Mrs. S. Pusey (Chairman)	Cllr. G. Pusey
Cllr. Ms. H. Vitkus	Cllr. A. Wilkinson
A.T.A. Lambourne (Clerk)	County & District Cllr. P. Irwin
4 members of the public	

Apologies for absence were received from Cllrs. Ms. J. Hooper and J. Sisk.

## **99/18 OPEN FORUM**

One member of the public spoke concerning Bucks Recycling, namely the bund planting, wood shredding and reversing sirens. She was advised that the planting had been carried out to BCC's satisfaction, that shredding was allowed but if dust was a problem in the village the Environment Agency should be informed and that Bucks Recycling were taking action to mitigate the sound of its sirens but could not be responsible for other contractors on the site.

## **100/18 DECLARATIONS OF INTEREST**

None

## **101/18 MINUTES**

It was

RESOLVED to approve the minutes of the meeting held on 19<sup>th</sup> June 2018 and to authorise the Chairman to sign them as a correct record.

## **102/18 MATTERS ARISING**

- (i) Village entrance gates (84/18i) – despite further enquiries to BCC, no indication has yet been given of a date for the new gates to be erected or to the request for them to be re-sited.
- (ii) GDPR (88/18) – the Clerk reported that the certificate of registration has been received from the ICO
- (iii) Faith Beaumont Charity (93/18v) – the Clerk reported that a new Clerk had come forward and would be meeting the Chairman of the Trustees in order to move the administration forward.

## **103/18 PLAYGROUND INSPECTION REPORT**

The Annual Inspection of the playground has been completed by Wicksteed Leisure. There were no matters of high risk identified. It recommends that some repairs to the safety surface should be carried out in due course for which Wicksteed have given a quotation. An alternative quote from Safe & Sound has been requested but is not yet to hand. Some concern was shown that annual repairs are quite costly and so it was

RESOLVED to seek three quotations for a more permanent solution that would end the annual repair bill.

Cllr. Irwin suggested that a grant application be made to AVDC for a donation from its Micro-grant scheme.

## **104/18 VACANCY**

The Clerk reported that he had received one expression of interest and was advised of a

second person who had also shown an interest. However neither has yet come forward with an application. It was therefore

RESOLVED that the vacancy be advertised again in the village newsletter and the matter be deferred until the next meeting.

### **105/18 BCC FREIGHT STRATEGY**

A report was received from the Strategy meeting that had recently taken place. BCC confirmed that it intends to appoint a specific officer to take this matter forward and once appointed, a further meeting will be called.

### **106/18 SCHOOL PARKING**

Cllr. Irwin had called a meeting of interested parties and a report was made available to members. This contained a number of options that were worth further consideration and he has requested the Parish Council to fund a feasibility study in order to take matters forward. It was

RESOLVED to enquire how much a feasibility study would cost before making a decision.

### **107/18 RISK ASSESSMENT**

The Clerk supplied members with a draft risk assessment which included a number of amendments and additions to the existing one. After discussion, it was

RESOLVED to adopt the draft as presented as the Council's new Risk Assessment.

### **108/18 FOOTPATHS**

The Clerk gave members an update of more work carried out in the Parish by the Ramblers' Association. This included a new kissing gate in Station Road on footpath no.6. Also the Ramblers' Association plans to install two new kissing gates on footpath no.30 which loops around the south of Lower Green.

### **109/18 REPORTS**

- (i) Burial Ground, (ii) Churchyard, (iii) Village Green, (iv) Police – no reports.
- (v) Charities – Cllr. Ms. Vitkus reported from a recent meeting that one grant had been awarded. The Clerk to the Charity had given notice of retirement and no new Clerk had yet been identified.
- (vi) SLCC, (vii) BALC, (viii) LAF – no reports
- (ix) Website – Cllr. Ms. Hooper had given a written report saying there were some issues with the Facebook feed to the website. This appears to be due to not having an SSL (Secure Sockets Layer) certificate. The SSL deals with security between web server and browser. It was RESOLVED that this matter be addressed by upgrading and obtaining a SSL certificate at a cost of £50.
- (x) Other – the Clerk reported that Network Rail had applied to the Secretary of State for an Order to develop the rail link from Oxford to Bedford (Phase ). The substantial copies of the application are available but a copy of these had been received on a memory stick. This is available to members if they wish to review the application.

### **110/18 CORRESPONDENCE**

The following items have been received and will be circulated for information:

Local Council Review magazine  
Clerks and Councils Direct magazine  
"The Clerk" magazine

### **111/18 FINANCIAL REPORT**

- (a) Bank reconciliation figures as at 30<sup>th</sup> June 2018 - noted

(b) It was RESOLVED that the following payments be made:

	Net	VAT	Gross
E.On Energy – footway lighting, July 2018 (DD)	46.24	2.31	48.55
Wicksteed Leisure Ltd – play inspection	60.00	12.00	72.00
Clerk’s salary – April,May,June (net of tax)			498.29
HMRC – tax deducted from Clerk’s salary			124.57
Clerk’s expenses – June 2018 and office allowance (April,May,June)			68.88
Clerk’s expenses – July 2018			13.70

(c) Receipts - noted

Heritage & Sons – memorial fee 100.00

### **112/18 PLANNING MATTERS**

- (i) Application:  
18/01951/APP – construction of Garden Studios and Offices Showroom Unit with Associated Office Space – addition of Condition 9 to 16/02232/APP consent specifying the plans – no comments to make.
- (ii) Decisions – land at Raven Crescent. Cllr. Irwin reported that this application is still to be determined, but is not yet out of time. He said no decision had yet been made if it is to go before the planning committee, but it is likely to.
- (iii) Other – no application has yet been submitted for the land off High Street behind the bus shelter.

### **113/18 URGENT MATTERS**

None.

There being no further business, the Chairman closed the meeting at 8.30 p.m.

Signed (Chairman) \_\_\_\_\_ Date \_\_\_\_\_



