**WESTCOTT PARISH COUNCIL**

**MINUTES OF MEETING HELD ON 23rd JUNE 2020**

**at 7.30pm BY REMOTE CONFERENCING**

**PRESENT:** Cllr Sue Pusey (Chairman) Cllr Dan Harris

 Cllr Jo Hooper Cllr Grahame Pusey

 Cllr Hilary Vitkus Melanie Rose (Clerk) Bucks Cllrs Paul Irwin & Ashley Waite

 1 PCSO 1 member of the public

# 39.20 APOLOGIES

 There were none.

# 40.20 OPEN FORUM

(i) A resident asked about the Linnet Drive planning application and whether the council would be speaking on Thursday. Cllr S Pusey confirmed that she has booked a slot to speak on behalf of the PC on grounds which we have previous raised objections to.

(ii) A resident informed the PC that Westcott Church will be reopening on 4th July. There will be a working party on Friday to clean and tidy the church in preparation for opening.

(iii) Cllr Irwin gave an update on the Bernwode Bus and said that £3k has been raised for charities plus over 500 crates of food donated to local food banks.

(iv) Cllr Irwin reported that the new Buckinghamshire Council is now in effect and that he and Cllr Waite should be our first point of contact for any local issues.

(v) PCSO Fahy reported that there had been a number of plant thefts locally (JCBs & tractors) and that staff had been visiting farms to remind them of security measures. There have also been several shed break-ins.

# 41.20 DECLARATIONS OF INTEREST

 There were none.

# 42.20 MINUTES

 It was RESOLVED to approve the minutes of the meeting held on 25th February 2020

 and to authorise the Chairman to sign them as a correct record as soon as is practicable.

# 43.20 CLERK’S REPORT INCLUDING CORRESPONDENCE

 The Clerk’s report had been circulated beforehand along with a list of correspondence forwarded by email to Councillors since the last meeting.

 It was agreed to advertise the casual vacancy for Councillor again.

# 44.20 MEETING DATES 2020/21

 Dates were agreed for meetings at 6-week intervals and they will be displayed on our noticeboard and website.

# 45.20 REPORTS

(i) Burial Ground & Churchyard – the rotten gatepost will be replaced by the end of the month at an approx. cost of £240.

(ii) Website – nothing to report.

(iii) Village Green – nothing to report.

(iv) Police – this report was given earlier in the open forum session.

(v) Charities – no reports.

(vi) Other – no other reports received.

# 46.20 BUCKS RECYCLING UPDATE

 The meeting arranged for April was cancelled due to COVID-19. A report has been sent to Catherine Kelham, Bucks Council, but no reply has yet been received. Cllr Irwin to follow up. If necessary, we will ask the new Enforcement Team to get involved.

# 47.20 FINANCIAL REPORT

(i) A list of payments and receipts since 1st April 2020 had been circulated and will be attached to these minutes. Payments totaled £2,967.40 and were endorsed. The first half of the precept (£6,100) had been received in May. This leaves a bank balance of £10,633.14 as at 31st May.

(ii) The internal audit has been undertaken and the report was noted.

(iii) The Annual Governance Statement 2019/20 had been circulated for all Councillors to read and it was agreed and completed at the meeting. The Chairman will sign this section as soon as practicable.

(iv) The Accounting Statements 2019/20 had been circulated prior to the meeting and were approved by Council and will be signed by the Chairman as soon as practicable.

(v) After consideration of the criteria under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015, it was RESOLVED to certify the Council as exempt from a limited assurance review.

(vi) The increase in the working from home allowance from 1st April was noted (now £6 per week).

(vii) It was RESOLVED to pay the previous Clerk a Retirement Gratuity of £887.66.

(viii) It was RESOLVED to pay a Chairman’s allowance for 2020/21 of £100.

(ix) The Clerk was authorised to speak to HSBC about setting up online banking.

(x) A request from the Ramblers Association had been received for £250 sponsorship of a new kissing gate on footpath no. 10. It was RESOLVED to make this payment.

# 48.20 PLANNING MATTERS

(i) Applications:

 20/01311/APP - Upper Barn Farm, Bicester Road

 Detached Dog Kennels (Retrospective)

 COMMENTS: None

20/01196/HSC - Building 47 Westcott Venture Park, Westcott

[Hazardous substances consent](https://publicaccess.aylesburyvaledc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q8D6CZCL0RH00&prevPage=inTray)

COMMENTS: Concern over what the hazardous substance is

 20/00825/APP - Upper Barn Farm, Bicester Road, Westcott

 Double garage with first floor annexe (Retrospective)

 COMMENTS: None

 18/03395/APP - Land to West of High Street, Westcott

 Erection of 26 dwellings

 COMMENTS: Objections as previously submitted. Cllr Irwin requested to speak on our behalf

 The deadline for comments has been extended to 29th June. The Clerk was asked to post this on our Facebook page to let residents know there is still time to submit comments.

(ii) Decisions: none made since the last meeting.

(iii) Other: none

# 49.20 URGENT MATTERS

(i) The Clerk was asked to put a message on Facebook reminding residents that the children’s play area remains closed.

(ii) Lunch deliveries have been extended to 10th July. We need to look at how we keep the group going moving forward. It was decided to keep the phone number for the time being.

# 50.20 DATE OF NEXT MEETING

 Tuesday 4th August by remote conferencing unless otherwise advised.

There being no further business, the Chairman closed the meeting at 8.10pm.

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