

DRAFT

WESTCOTT PARISH COUNCIL **MINUTES OF MEETING HELD ON 9th APRIL 2019** **at 7.30pm IN THE CRICKET CLUB PAVILION**

38/19 ATTENDANCE AND APOLOGIES

Cllr. Mrs. S. Pusey (Chairman)
Cllr. Ms. J. Hooper
Cllr. Ms. H. Vitkus
A.T.A. Lambourne (Clerk)

Cllr. D. Harris
Cllr. G. Pusey
Cllr. A. Wilkinson
3 members of the public

Apologies for absence were received from County & District Cllr. P. Irwin and PCSO D. Fahy

39/19 OPEN FORUM

No matters were raised

40/19 DECLARATIONS OF INTEREST

None

41/19 MINUTES

It was

RESOLVED to approve the minutes of the meeting held on 26th February 2019 and to authorise the Chairman to sign them as a correct record.

42/19 MATTERS ARISING

- (i) Lower Green pothole (26/19i) – this has been repaired
- (ii) Unitary Council proposals (26/19iii) – the Chairman gave a report from the meeting she had attended and the relevant papers would be circulated for information.
- (iii) Village clean-up (30/19) – the Chairman reported this had gone well and a number of jobs were done as well as collecting litter. Seventeen people attended.
Cllr. Ms. Hooper added that the drains needed cleaning and white lines required repainting. She had already reported these to BCC.

43/19 PARKING ISSUES

The Chairman, Cllrs. Ms. Hooper and Wilkinson and the Clerk had met with TfB on site and then a follow up meeting when various options were considered. It had been agreed to paint three bus stop cages and move one bus stop to help overcome some of the parking problems. The cost of this was quoted at £2,945.85. Cllr. Irwin had agreed to contribute £1,000 from his members' allocation and the Local Area Forum could offer a further £1,000. It was

RESOLVED to agree the proposals and instruct the work to go ahead.

It was further

RESOLVED that the Parish Council would finance the balance of £945.85, this figure to be taken from the earmarked reserved for traffic calming measures.

44/19 VACANCY

The Clerk reported that there had still been no applications to fill the vacant seat on the Council. It was agreed to continue advertising this and also to discuss it at the Annual Parish Meeting.

45/19 LAND OFF LOWER GREEN

Aylesbury Vale Estates had finally responded to say that it was not prepared to discuss the transfer of land to the Parish Council. This follows the decision previously reported that BCC was not prepared to discuss the matter until after the 2020 elections.

46/19 TITLE DEEDS

Cllr. Ms. Hooper gave a brief update from the archivist. It was agreed to include this as an agenda item at the Annual Parish Meeting.

47/19 STANDING ORDERS

Updated Standing Orders were put before members and it was RESOLVED that these be adopted by the Council

48/19 FINANCIAL REGULATIONS

Updated Financial Regulations were put before members and it was RESOLVED that these be adopted by the Council.

49/19 COUNCIL INFORMATION POLICY

NALC had provided a model policy document which the Clerk had used to prepare a policy relevant to the Council. This was considered and it was RESOLVED to accept the Policy as an internal working document of the Council.

50/19 PARKING ON THE GREEN

It had been brought to the attention of the Council that cars are parking on The Green, these being mainly when events are at the Church and sometimes at the School. It was RESOLVED that a letter be sent to both the Church and the School asking them to remind their visitors of the legal prohibition of driving and parking on The Green as it is Common Land.

51/19 CHURCHYARD AND BURIAL GROUND

The Clerk reported an accident that had occurred recently when an elderly lady had slipped and fallen off the footbridge between the Churchyard and the Burial Ground. The PCC suggests that this is a maintenance problem for the Council but the Clerk had refuted this saying that it was a structure belonging to the Church. The Clerk had however closed the bridge for safety reasons. It was RESOLVED to advise the PCC that the Council does not consider the bridge to be in its ownership and has no responsibility for its safety or maintenance.

52/19 BALC SUBSCRIPTION

BALC has invited to renew its annual subscription for 2019/20 and had provided members with a news sheet setting out the benefits of membership. It was RESOLVED to renew the annual subscription at a cost of £84.68

53/19 BUCKS RECYCLING

The Clerk gave a report from a recent meeting of the Bucks Recycling Liaison Committee. Generally there had been no complaints over the past six months. BR reported that planting on Phase 1 of the bund was well established. Completion of Phase 2 was nearly complete

and the Venture Park would be planting this in the Autumn. The Environment Agency had reported that it had received an application from BR to vary its permits to include processing timber and hardcore and drying of waster all outside the building. This application would be put out for public consultation as will the associated planning application.

54/19 ANNUAL PARISH MEETING

As previously agreed this will be held at 7.30pm on 30th April with refreshments available from 7.00pm. The Chairman agreed to provide tea, coffee etc., and Mrs. Hilary Lambourne had offered to provide cakes, biscuits etc.,

In terms of business, the regular items would be included on the agenda with additions to Include the Council vacancy, Title Deeds and an A41 roundabout update.

55/19 REPORTS

- (i) Burial Ground and (ii) Churchyard – see minute 51/19 above.
- (iii) Village Green – see minute 50/19 above
- (iv) Police – no report
- (v) Charities – William Turner Charity had recently met and awarded one grant.
- (vi) SLCC – the Clerk reported from the latest branch meeting which included presentations on website DDA compliance and Standards in Public Life
- (vii) BALC/AVALC – information had been received and forwarded to members regarding code of practice on LA publicity, the NALC Annual Conference and presentations given at the BCC Parish Liaison Meeting
- (viii) Local Area Forum – no report
- (ix) Website – Cllr. Ms. Hooper reported that it would soon be time to renew charges for domain and hosting
- (x) Other – BCC Community Connections information and AVDC news for the parishes. The Clerk also reported further work in the parish by the Ramblers' Association Including more gates to replace stiles.

56/19 CORRESPONDENCE

The only item for circulation was the latest edition of "The Clerk" magazine

57/19 FINANCIAL REPORT

- (a) Bank reconciliation figures as at 31st March were tabled and noted.
- (b) Accounts – the first draft of the 2018/19 accounts were tabled and noted. These will go to internal audit prior to presentation at the next meeting.
- (c) It was RESOLVED that the following payments be made:

	Net	VAT	Gross
E.On Energy – footway lighting, March 2019 (DD)	53.29	2.66	55.95
E.On Energy – footway lighting, April 2019 (DD)	58.99	2.95	61.94
E.On Energy – lighting maintenance	100.50	20.10	120.60
BALC – annual subscription			84.68
Westcott Cricket Club – hire of room 2018/19			180.00
Clerk's salary – Jan/Feb/March (net of tax)			350.50
HMRC – tax deducted from Clerk's salary			87.62
Clerk's expenses – Feb & March 2019 and office accommodation Jan – March			71.23

(d) Receipts - noted

Cllr. Irwin – grant towards over 60's Christmas party

100.00

(e) Dog bins – AVDC had given notice that charges for dog bin service would increase by 2.6% with effect from 1st April 2019 - noted

58/19 PLANNING MATTERS

No applications or decisions since the previous meeting.

59/19 URGENT MATTERS

The Clerk had reported three street lights that were not working. All others are in order.

There being no further business, the Chairman closed the meeting at 9.05 p.m.

Signed (Chairman) _____ **Date** _____

