

DRAFT

WESTCOTT PARISH COUNCIL
MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON
28th MAY 2019 at 7.30pm IN THE CRICKET CLUB PAVILION

63/19 ATTENDANCE AND APOLOGIES

Cllr. Mrs. S. Pusey (Chairman)
Cllr. G. Pusey
A.T.A. Lambourne (Clerk)

Cllr. D Harris
Cllr. Ms. H. Vitkus
8 members of the public

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

64/19 ELECTION OF CHAIRMAN

Cllr. Ms. Vitkus proposed, Cllr. Harris seconded and it was unanimously agreed and RESOLVED to elect Cllr. Mrs.S. Pusey as Chairman of the Council for the forthcoming year.

65/19 DECLARATION

Following her election as Chairman of the Council, Cllr. Mrs. Pusey duly signed the Declaration of Acceptance of Office.

66/19 OPEN FORUM

One resident spoke about the quantity of dust still arising from the Bucks Recycling site and said she had reported this a number of times to the Environment Agency. The same resident said that light pollution at the Venture Park still existed despite her raising this matter on a number of previous occasions. She was advised that if she had concerns this could be reported to the Environment Agency.

67/19 DECLARATIONS OF INTEREST

None

68/19 APPOINTMENT OF VICE-CHAIRMAN

Cllr. G. Pusey proposed, Cllr. Mrs. S. Pusey seconded and it was RESOLVED to appoint Cllr. Wilkinson as Vice-Chairman of the Council for the forthcoming year.

69/19 OTHER APPOINTMENTS

It was RESOLVED to make the following appointments:

- (i) Village Green Working Group – Cllrs. Mrs. S. Pusey, G. Pusey and A. Wilkinson
- (ii) BCC Local Area Forum – Cllrs. A. Wilkinson and Ms. J. Hooper
- (iii) Website Manager – Cllr. Ms. J. Hooper
- (iv) Bucks Recycling Liaison Committee – Cllrs. Mrs. S. Pusey, D. Harris and A. Wilkinson

70/19 MINUTES

It was

RESOLVED to approve the minutes of the meeting held on 9th April 2019 and to authorise the Chairman to sign them as a correct record.

71/19 MATTERS ARISING

- (i) Parking issues (43/19) – Cllr. Ms. Hooper had met with a BCC officer to agree the works that had already been reported to the Council. BCC said it could not move the bus stop from the High Street lay-by but all other works were as agreed. This variation was agreed and the Clerk was waiting for written confirmation before the works order is placed.
- (ii) Parking on The Green (50/19) – the letters had been sent and there had been no further problems.
- (iii) Churchyard footbridge (51/19) – the Clerk had written to the PCC clearly stating that the responsibility for the footbridge remained with the Church and not the Parish Council. There had been no response from the PCC.

72/19 MINUTES

It was

RESOLVED to approve the minutes of the extra meeting held on 30th April 2019 and to authorise the Chairman to sign them as a correct record.

73/19 MATTERS ARISING

None

74/19 MATTERS RAISED AT ANNUAL PARISH MEETING

- (i) Vacancy – there had still been no applications to fill the vacant seat on the Council. It was RESOLVED to continue advertising this in the village newsletter and on the Council's website and feature it on Facebook.
- (ii) Title Deeds – as Cllr. Ms Hooper was not present, it was agreed to hold this matter over to the next meeting.
- (iii) A41 junction – the planning application for the new roundabout is out for consultation.

75/19 PLAYGROUND INSPECTION

A quotation had been received from Wicksteed Leisure to carry out the annual play area inspection and risk assessment. It was

RESOLVED to accept the quotation from Wicksteed to carry out the inspection and provide a risk assessment at the combined cost of £60.

76/19 INTERNAL AUDIT

The Internal Auditor's report was tabled and noted. No matters were drawn to the Council's attention for action.

77/19 ANNUAL RETURN

Section 1 of the Annual Return (Annual Governance Statement 2018/19) was tabled and considered. It was

RESOLVED to give a positive answer to all questions, to approve the Statement and authorise the Chairman to sign.

78/19 AUDIT EXEMPTION

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 under the Regulations.

79/19 ANNUAL ACCOUNTS

Details of the Council's Annual Accounts for 2018/19 were considered and it was

RESOLVED to approve the accounts as presented

80/19 ANNUAL RETURN

Section 2 of the Annual Return (Accounting Statements 2018/19) were tabled and considered.

It was RESOLVED to approve the Statement as presented.

81/19 TRANSPARENCY REQUIREMENTS

The Clerk presented a list of all information required under the Transparency Regulations. It was RESOLVED that the list be published on the Council's website in order to comply with the legal requirements.

82/19 CHAIRMAN'S ALLOWANCE

It was RESOLVED to pay a Chairman's allowance for 2019/20 of £100.

83/19 INSURANCE

BHIB Insurance Brokers had invited the Council to renew its insurance policy at a cover price of £778.02, slightly lower than the previous year.

It was RESOLVED to renew the Council's insurance policy with BHIB giving cover for 2019/20

84/19 DATA CONTROL

The Information Commissioner had written to say that the Council was due to renew its registration as a Data Controller in the sum of £40.00. As it is a legal requirement to register, it was RESOLVED to renew the registration at a cost of £40.00

85/19 V. E. DAY

Information had been received from SSAFA (the Armed Forces Charity) regarding planned celebrations of VE Day on 8th – 10th May 2020. The Chairman spoke to this and the meeting agreed that local celebrations should take place.

The Chairman closed the meeting to invite views from the members of the public present who generally supported the suggestion.

In re-convening the meeting, it was agreed to seek further comments from local residents at the forthcoming Village Fun Day.

86/19 VILLAGE FUN DAY

The Chairman reported that the Fun Day will be held on 7th July 2019. It was RESOLVED to have a presence at the Village Fun Day with arrangements to be made at the next meeting.

87/19 MEETING DATES

The Clerk had prepared a calendar of meeting dates for 2019/20. It was RESOLVED that the Council will meet on 25th June, 30th July, 10th September, 22nd October and 3rd December 2019 and 14th January, 25th February, 7th April and 19th May 2020. The Annual Parish Meeting will be held on 28th April 2020.

88/19 REPORTS

(i) Burial Ground, (ii) Churchyard and (iii) Village Green – nothing to report
(iv) Police, (v) Charities and (vi) SLCC – no reports
(vii) BALC/AVALC – the following items had been received from BALC and circulated to members for information. There was no discussion on any of these:
Training courses, BCC Parish Portal, BCC Customer Services, VIP line and two Legal Topic Notes (Village Hall management and Human Rights Act).

(viii) Local Area Forum – no report
(ix) website – nothing to report.

(x) Other – details of Armed Forces Day (June 29th) and Unitary Council update.

89/19 CORRESPONDENCE

Items for circulation:

Local Council Review magazine
Clerks and Councils Direct magazine
“The Clerk” magazine

90/19 FINANCIAL REPORT

(a) Payment made since the last meeting:

	Nett	VAT	Gross
Freeola Ltd – domain renewal	70.00	14.00	84.00

This payment was approved.

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

E.On Energy – footway lighting, May 2019 (DD)	57.09	2.85	59.94
BHIB Insurance – annual premium renewal			778.02
Information Commissioner – renewal of registration			40.00
Mrs. L. Wise – internal audit fee			27.00
Cllr. Mrs. S. Pusey - Chairman’s allowance			100.00
Clerk’s expenses – April 2019			19.35

(c) Receipts – noted

AVDC – 1st half-year precept 5,970.00

91/19 PLANNING MATTERS

(i) Applications:
EPR/BB3634RA/V004 – Bucks Recycling variation permit. It was
RESOLVED to object to this application on the same grounds as were made on the
planning application, namely dust, noise, traffic and the effect on the local community.

18/01605/APP – development of roundabout at the A41 junction. It was
RESOLVED to give the Council’s support to this but to ask BCC to clarify the street
lighting proposals to ensure no excessive lighting is used.

19/01811/APP – erection of an Innovation Centre to include offices and technical space,
Plot 9010, Westcott Venture Park.

There was generally no objection to the plans for the building but it was
RESOLVED to object to the application on the grounds of increase in traffic to and from
the site and the effect this would have on the present A41 junction. No applications at the
Venture Park involving extra traffic should be granted consent until the new roundabout is
built.

(ii) Decisions – none notified since the previous meeting

(iii) Other – none

92/19 URGENT MATTERS

None

There being no further business, the Chairman closed the meeting at 8.35pm.

Signed (Chairman) _____ Date _____

