

**WESTCOTT PARISH COUNCIL**

Barry Malki – Clerk

clerk@[westcottparishcouncil.gov.uk](mailto:westcottparishcouncil.gov.uk)

[www.westcottparishcouncil.gov.uk](http://www.westcottparishcouncil.gov.uk)

**Minutes of the Meeting of the Parish Council held on 14<sup>th</sup> November 2023 at 7:30pm at Westcott Cricket Club**

**Attendees**

Cllr Sue Pusey (Chairman) (SP), Cllr Grahame Pusey (GP), Cllr Sue Lacey (SL), Cllr Jo Hooper (JH), Cllr Hilary Vitkus (HV), Cllr Kevin Ready (KR)  
Ward Councillor – Cllr Ashley Waite,

**Part One**

**76. Apologies**

Officer of the Council – Barry Malki

**77. Open Forum**

One Member of the Public put forward a suggestion to reduce energy use and the cost of street lighting. Council agreed 'Street lighting' to be an agenda item for December meeting.

Clerk to gather information about reducing costs/energy, including information from previous meeting April 22, minute 24.22 detailing Eon quote for changing to led lights and includes suggestions for funding applications.

Reverend Caroline Wainman: St Mary the Virgin Church, Westcott, has now re-opened following remedial works being undertaken. Services to resume in December 2023.

**78. Declarations of Interest**

None

**79. To approve the minutes of the meeting held on 22<sup>nd</sup> August 2023**

Minutes were confirmed to be an accurate record of the meeting including the following corrections.

Minute 65 Ashendon Road repairs should read December not September.

Minute 64, Clerks report - Item 4: HV needed a different laptop not SL.

**80. Clerks Report**

BM The Chairman read the Clerk's Report to provide an update on the following items:

1. Streetlights  
Repaired and all now working.
2. Burial Ground  
See Agenda item 85.
3. All PC meetings have venue confirmation from Westcott Cricket Club

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Following the Community Board meeting not being in the WCC diary and having to be re-located at short notice, all WPC meeting dates for 23/24 have been confirmed, and will be confirmed by the Clerk before each meeting.

4. Parish Council Emails

All Gov.uk emails to be in use by December 2023 meeting. Two councilors are still not using the email. JH to send set-up information to HV & KR.

5. Aboricultural Survey

See Agenda item 86.

6. Repairs/replacement of playground surface

See Agenda item 86.

7. Dog Waste bins.

See Agenda item 87.

8. Seniors' Christmas Lunch

See Agenda item 88.

9. Westcott Cricket Club contacted the Clerk to ask if the Parish Council would consider financial support of the club by way of an S137 grant.

Clerk to contact westcott cricket club and invite them to submit a formal request for financial support in writing and/or attend a parish council meeting to outline the request (at which point it can be added as an agenda item).

Note, to be considered for an s137 grant details must be supplied about how any investment/schemes would benefit residents.

**Matters Arising from previous meetings and discussed as outstanding but not included in Clerk's report.**

• Playground inspection

Booked with Wicksteed for the 28<sup>th</sup> November.

Clerk to confirm whether this is the inspection for 22/23 or 23/24.

• Application to Install, Replace or Amend a Memorial at Westcott Burial Ground

Accessible guidelines for memorials and a memorials form have been drafted for review.

Clerk to revise documents as advised (from councillors' email feedback) and put on agenda to review/approve at December meeting.

• Action Tracker

Clerk to explain how this will be used going forward as no updates have been made at the time of meeting. Please provide an update in the clerks report at the December meeting.

• Waddesdon Estate Fires

Clerk to confirm whether the environment agency has been contacted to follow up about the fires at Waddesdon estate.

• Village Green

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From August meeting minutes: SP proposed a formal thank you to PC Fenemore for attending and serving the S61 notices when the travellers were on site.

Clerk to confirm this has been done.

### 81. Reports.

#### I. Burial Ground & Churchyard

See Agenda item 85.

#### II. Website

No update

#### III. Village Green

See Agenda item 85.

#### IV. Charities

HV reported that a Grant had been approved by Beck and Fetto charity.

#### V. Buckinghamshire Council

Cllr Waite noted the following points:

- ‘Land behind Lower Green’ proposal to devolve land to Westcott Parish Council for community use Question to be drafted by JH and put to Bucks Council ‘Communities & Localism Select Committee’ by Cllr Waite on 221123.
- Greenway:
  - Waddesdon School extension - completed and will open week commencing 201123.
  - Extension to Westcott - Still waiting for Waddesdon Estates (WE) to decide on the route before it is submitted to Planning.
- Parking lines outside Westcott CE School still not replaced - Cllr Waite to chase progress.
- “I’d Like to Borrow” lending library service is going well and picking up momentum.
- 10,000 Can Challenge ongoing - Westcott CE School have donated.
- ‘Bernie the Bus’ now available for schools to self-drive hire.
- Father Christmas has been booked to appear in a Grotto at The Lion Pub, Waddesdon.
- Local phase of ‘Freight Strategy’ to be reviewed by Cabinet in December 2023.

#### VI. Speed Watch

No update

#### VII. Cycleway

See update from Buckinghamshire Council

#### VIII. Bucks Recycling

No update

IX. Other

None.

**82. Finance**

Cllrs reviewed the accounts distributed by the Clerk up-to-the date of the meeting.

GP explained that he had paid for the subscription of WPC software due to legacy of PC not having electronic banking when first purchased. Council agreed to reimburse GP on presentation of invoices. Clerk to liaise with GP to pay ongoing subscription directly from WPC account.

**83. Planning Matters**

23/02228/APP - 4 Linnet Drive Westcott Buckinghamshire HP18 0PB – approved (this approval was not on agenda)

23/02021/APP - 10 Linnet Drive Westcott Buckinghamshire HP18 0PB - Householder application for erection of a detached garage.

Comment: Not in keeping with other properties.

23/02987/APP - Upper Barn Farm Bicester Road Westcott Buckinghamshire HP18 0JX - Replacement of existing agricultural barn and erection of one two storey dwelling and new internal access road.

Comment: No comment.

**84. Enhancements to the Green**

Following comments from Council at the previous meeting a revised scheme was presented detailing a combination of wooden posts, tree and shrub planting. It was agreed to progress this scheme out to tender to three companies.

JH to send plan/s and RFQ document to Clerk. Clerk to manage tendering process.

**85. Burial Fees**

No in-person update provided as Clerk absent.

To be included on agenda for December meeting.

If benchmarking is not available for local parish-run burial-grounds then try local church-run burial grounds or others more comparable in size/setting to Westcott

**86. Village Green – Tree Survey and Play Surface Update**

- Tree survey

Devey Tree Care instructed. Awaiting report. To be included on agenda for December meeting.

- Wet-pour Play Surface repair/replacement

Quote received for wet pour repairs/replacement from Soft Surfaces in Milton Keynes. Awaiting further quotes from Oltco and Caloo (Oltco has a local team, and Caloo are based in Wendover). Clerk to present quotes from the 3 suppliers at December meeting. (Suggestion from Cllr Waite is for clerk to ask Berryfields PC for surface suppliers as many new playgrounds have been installed on the estate.)

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Clerk to confirm that repairs will be covered by insurance or not. If covered then insurance claim can be commenced.

**87. Dog Waste Bins**

No in-person update provided as Clerk absent. From Clerk’s report: “Bucks Council have agreed that they will empty the bins if WPC get them fitted. BC contractor who could install is backed up and behind schedule with agreed work. Need to find a supplier to install.”

Clerk to contact Cllr Waite to discuss the procurement and installation of bins from Bucks Council. To be included on agenda for December meeting.

**88. Westcott Seniors Christmas Lunch**

Buckinghamshire Railway Centre in Quainton has been booked as the venue for the lunch on 14<sup>th</sup> December 2023. The deposit has been paid. Return transport can be provided (for free?) by Bernie the Bus for those attending. Numbers of people wishing to use the bus to be confirmed by SP to Cllr Ashley Waite.

**89. Urgent matters of note**

- Bucks Recycling (BR) - recent nuisance issues include a ‘white noise’ siren and no trees growing on the bund in line with the planning specification. SP to check the date of the next BR liaison meeting and note issues for feedback at the meeting.

- Lighting on Venture Park (VP) – the amount of overnight lighting visible on the VP has increased significantly. SP to enquire of the VP management what the overnight lighting strategy is for the site as a whole and for each individual business premises.

**87. Date of next meeting: Tuesday 19th December 2023 at 7.30pm.**

**Part 1 of the meeting closed at 21:00**

-----End-----

**Date Agreed:**

**Signed:**

**Position:** – Chair/Vice Chair/Councillor