

Minutes of the Meeting of Weston Turville Parish Council held on 21st November 2024 at the Parish Meeting Room, Weston Turville Village Hall.

PRESENT:

Parish Cllrs: M Baylis, L Cook (Chair), S Dawkins, J Kelly, C Popovici-Birkby and C Terry

Clerks: Sarah Copley and Francesca Beato

Public Attendance: Five members of public and Bucks Cllr S Bowles

No.	Minute	Action
	<p>OPEN FORUM FOR PARISHIONERS</p> <p>A resident raised the issue of litter in Worlds End Lane and supported the proposal for signage.</p> <p>One resident reported that gateways between fields on rights of way were very boggy and asked if the Council could put chippings down. The Clerk would refer to Bucks Council Rights of Way team.</p> <p>A resident asked if the Parish Council was engaged with the plans for the redevelopment of RAF Halton. Cllr Cook confirmed that she represented the Council at consultation meetings.</p> <p>Bucks Cllr Bowles advised that he and other local Bucks Cllrs were opposing the development of the airfield. He also encouraged attendance at the Pride of Bucks awards evening on 28th November.</p>	
24.173	<p>APOLOGIES</p> <p>Apologies were received from Cllrs Blackmore and Collins. Vice Chair, Cllr Cook, chaired the meeting in the absence of the Chair.</p> <p>Cllrs Buchanan and Routledge were absent.</p>	
24.174	<p>DECLARATIONS OF INTEREST</p> <p>a) There were no declarations of interest. b) There were no dispensation requests.</p>	
24.175	<p>MINUTES OF PREVIOUS MEETING</p> <p>It was AGREED to accept the minutes of the meeting held on 17th October 2024 as a true record and the minutes were duly signed by the Chair.</p>	
24.176	<p>FINANCE, GOVERNANCE AND PERSONNEL COMMITTEE</p> <p>a) The draft minutes of the meeting held on 12th November were noted. b) The draft budget for 2025-26 was considered. It was noted that some costs were still awaited and that the budget and precept would be finalised and agreed at the January meeting. c) The risk assessment as recommended by the Committee was approved .</p>	
24.177	<p>FINANCES</p> <p>a) The list of payments totalling £63,372.60 were approved and are attached to these minutes as appendix 1. b) It was noted that the 2024-25 pay settlement had been agreed and was backdated to 1st April, this had been included in the November payroll.</p>	

<p>24.178 VILLAGE HALL</p> <p>a) Tree works – the quotes to pollard the large ash tree beside the hall were considered and it was AGREED to accept the quote from P Kernan Tree Surgeons. The Vice Chair and Clerk would speak to the neighbouring householders before works carried out.</p> <p>b) Moss clearance – it was agreed to get the roof chemically treated when the moss was cleared from the village hall roof.</p> <p>c) Wi-Fi extender – the quote from 5G Communications to install a wifi extender in the village hall was considered and accepted.</p>	<p>Clerk/LC</p> <p>Clerk</p> <p>Clerk</p>
<p>24.179 PLANTING AND OPEN SPACES</p> <p>a) No Littering Sign – the issue of litter routes in Worlds End Lane and Marroway was considered and it was agreed to purchase 3 ‘No littering’ signs and to put two in Worlds End Lane and one in Marroway. The Clerk would obtain quotes and designs for the next meeting.</p> <p>b) Bug Hotels – the principle of bug hotels around the parish was accepted however it was agreed that the preference was for bug hotels to be placed on the ground rather than post mounted due to the cost of the highways licence. The Clerk was asked to contact Lindengate to request a quote.</p>	<p>Clerk</p> <p>Clerk</p>
<p>24.180 CAFÉ</p> <p>a) Construction works – the update on works carried out to date and the minor changes to the layout of the kitchen appliances was noted and agreed. The proposed changes to patio were discussed and agreed. The request for signage to be installed was considered and it was agreed that signage was required and for the café operator to submit their designs before approval. The location for bins was discussed and it was agreed that the Cllrs Dawkins and Terry along with the Clerk would meet with the contractor to agree the location.</p> <p>a) External benches – the quotes for the benches to be placed in the patio area were considered and it was agreed to purchase 8 benches from Glasdon at a cost of £6,200.60.</p> <p>b) It was agreed to delegate to the Clerk and Cllrs Terry and Dawkins to work with the contractor through December regarding any queries about décor or layout.</p>	<p>Clerk / SD / CT</p> <p>Clerk</p>
<p>24.181 DEVOLVED SERVICES</p> <p>Buckinghamshire Council were offering a four year contract for devolved services from April 2025 onwards. The Clerk had confirmed with Aylesbury Town Council that they were happy to continue as cluster lead and carry out the work. It was AGREED to accept this contract.</p>	<p>Clerk</p>
<p>24.182 RECREATION GROUND</p> <p>a) The quarterly Operational Inspection Report was noted and accepted.</p> <p>b) A resident had contacted the Council concerned that dogs were not being kept on leads in the recreation ground despite a sign asking this being on the Village Hall. After discussion it was agreed by 4 votes to 2 that the sign be taken down as the Council did not currently have the resources to enforce it.</p> <p>c) Wildflower Area – it was agreed to purchase wildflower seeds at a cost of £150 to be sown in the area by the tennis courts.</p>	<p>Clerk</p> <p>Clerk</p>
<p>24.183 DOG WASTE SERVICE</p> <p>The options and quotes for the dog waste service were discussed and it was AGREED to give notice to Bucks Council and enter into an agreement with the Shield Group as they were willing to empty the bin between the two playing fields.</p>	<p>Clerk</p>

<p>24.184 STREET FURNITURE</p> <p>a) Shield for streetlight – a resident had requested that a shield be fitted to a streetlight behind his property as it was very intrusive. The contractor had been to look at the lamp and due to its location and type advised that the lamp would need to be changed in order for a shield to be fitted and that the cost for both would be £670. It was AGREED to accept this quote and change the lamp.</p> <p>b) The local parishes working group had proposed to carry out a consultation across the area on future streetlighting provision. It was agreed that Weston Turville would be included in the consultation and delegated the Clerk and Cllr Blackmore to continue working with the group to finalise the questions.</p>	Clerk
<p>24.185 DEFIBRILLATOR</p> <p>The draft wayleave agreement for a defibrillator to be installed at The Chandos was considered and it was agreed to that the Clerk sign on behalf of the Parish Council provided the insurance company confirmed it was covered within the current policy.</p>	Clerk
<p>24.186 EVENTS</p> <p>a) VE Day 80th Anniversary – it was agreed to set up a working group comprising Cllrs Cook, Collins, Kelly and Blackmore and that an application for grant funding be submitted to the Community Board as soon as possible.</p>	
<p>24.187 CLERK REPORT</p> <p>The Clerk’s report was noted and is attached as appendix 2.</p>	
<p>24.188 MATTERS FOR INFORMATION</p> <p>Cllr Popovici-Birkby reported that residents in Aston Reach were concerned about rat running and speeding in Boulton Road. The Clerk would arrange for the MVAS to be put up in this road as soon as it was repaired.</p>	
<p>24.189 MEETING DATES FOR 2025</p> <p>The list of meeting dates was agreed and would be put on noticeboards and website.</p>	
<p>24.190 DATE OF NEXT MEETING</p> <p>The next meeting of the Parish Council would be held on Thursday 16th January 2025 at 7pm.</p>	
<p>24.191 CONFIDENTIAL ITEMS</p> <p>It was resolved under the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.</p>	
<p>24.192 CAFÉ LEASE</p> <p>The terms for the lease were considered and the Clerk would pass the details to the Council’s solicitor for the lease to be drafted.</p>	

Signed: _____ Date: 16th January 2025

Actions List

Ref	Action	Who	Update / Complete
23.131	Quotes for bat and bird survey	Clerk/LC	
24.71	Quotes for fencing	Clerk	On hold
24-89	Quotes for topping up and raking path surface	Clerk	One received
24.142	Investigate options for flood lighting	Clerk	
24.163b	Street names with flower theme	LC/CT	
24.165	Contact Holiday Inn re councillor surgeries	RB	
24.178a	Arrange tree to be pollarded	Clerk	✓
24.178b	Arrange for moss clearance from hall roof	Clerk	✓
24.178c	Book installation of wifi extender	Clerk	✓
24.179a	Quotes for no littering signs	Clerk	✓
24.179b	Quotes for bug hotels	Clerk	✓
24.180a	Speak to contractor re signage and bins	Clerk/SD/CT	✓
24.180b	Order picnic benches	Clerk	✓
24.181	Confirm 4 year contract for devolved services	Clerk	✓
24.182b	Take down dogs sign	Clerk	✓
24.182c	Order wildflower seed	Clerk	✓
24.183	Arrange new dog waste contract	Clerk	✓
24.184	Order new light and shield	Clerk	✓
24.185	Sign wayleave and return	Clerk	✓
24.192	Progress café lease	Clerk	✓

APPENDIX 1 – RECEIPTS AND PAYMENTS LIST

RECEIPTS

Date	Payment from	Detail	Ref	Net	Vat	Total
15/11/2024	Bucks Council	s106 funds - solar panel battery		£16,737.12		£16,737.12
19/11/2024	Bucks Council	Community board grants - benches and Eco day		£1,253.98		£1,253.98
Various	Various	WT Times advertising income		£130.00		£130.00
TOTAL				£18,121.10	£0.00	£18,121.10

PAYMENTS

01/11/2024	Cloudy Group	IT Licences and support	DD	£73.00	£14.60	£87.60
01/11/2024	SB Construction & Consulting	Payment 1 of 5 for Café conversion	Electronic	£18,295.00	£3,659.00	£21,954.00
18/11/2024	Multipay Card	see below for breakdown	DD	£113.15	£13.00	£126.15
21/11/2024	5G Communications	Landline and broadband	DD	£46.00	£9.20	£55.20
21/11/2024	E Sharp Electrical	Streetlight repair, junction Main St / New Road	Electronic	£199.20	£39.84	£239.04
21/11/2024	SLCC	2025 membership fee - Clerk	Electronic	£240.00		£240.00
21/11/2024	Mr S Webb	Supply and install Christmas tree and lights	Electronic	£600.00		£600.00
21/11/2024	The Play Inspection Co	Quarterly operational inspection of playground	Electronic	£255.00	£51.00	£306.00
21/11/2024	JoJu Solar	60% of solar battery costs	Electronic	£8,368.56	£1,673.71	£10,042.27
21/11/2024	Buxton	WT Times winter edition printing	Electronic	£1,027.96		£1,027.96
21/11/2024	JW Mowing Services	Emptying dog bin, road closure	Electronic	£154.20		£154.20
21/11/2024	SB Construction & Consulting	Payment 2 of 5 for café conversion	Electronic	£18,295.00	£3,659.00	£21,954.00
21/11/2024	Lengthsman	Village tidying October	Electronic	£512.00		£512.00
21/11/2024	Clerk	Cost claim - poppy wreath	Electronic	£25.00		£25.00
21/11/2024	Payroll	November salaries	Electronic	£3,729.51		£3,729.51
21/11/2024	Bucks Council	Pension contribution	Electronic	£1,302.19		£1,302.19
21/11/2024	HMRC	PAYE & NI	DD Cheque	£960.47		£960.47
21/11/2024	WTT advertiser	refund advertising fees	300003	£48.75		£48.75
30/11/2024	Unity Trust Bank	bank fees	DD	£8.25		£8.25
TOTAL				£54,253.24	£9,119.35	£63,372.60

Multipay Card

Date	Paid To	Detail	Net	Vat	Total
03/10/2024	Amazon	ECO Fun day prize	£31.67	£6.33	£38.00
08/10/2024	Print World	A1/A0 prints for ECO fun day	£29.17	£5.83	£35.00
11/10/2024	Lindengate	ECO Fun day prize	£37.00		£37.00
11/10/2024	Tesco	ECO fun day refreshments	£8.15		£8.15
24/10/2024	Print World	A1 scan	£4.17	£0.83	£5.00
04/11/2024	Unity Trust	Monthly card fee	£3.00		£3.00

Statement total to 4th November 2024 **£126.15**

APPENDIX 2 – Clerk’s Report

Below are updates on issues that are ongoing where no decision or minimal expenditure is required. The purpose of this document is to keep councillors and the public up to date on various matters.

- **The Paddocks**

The developer has provided the latest ROSPA inspection report for the play area and the Clerk has requested that all issues highlighted in the report are rectified before the transfer can be completed. The commuted sum is still to be finalised.

All information has been passed to the Council’s solicitor.

The Council’s grounds maintenance contractor has been asked to confirm costs for this area for 2024-25 (this will be the third of a 3 year agreement).

- **Purchase of land off Barley Close**

The vendor had agreed to a delay with the purchase in order for the Council to ensure that the land can be used as a community orchard. The Planning department recommended submitting a Certificate of Lawfulness application rather than a full planning applications and this has been done. A surveyor has been instructed to provide a report, this will be carried out first week of December.

An article outlining the Council’s proposals for the land and inviting feedback from residents is in the Winter edition of the Weston Turville Times and a letter will also be sent to the houses close to the land.

- **EV Charge points**

Bucks Council have now completed their procurement process and will be awarding the contract to the chosen supplier. The supplier will be made public by Bucks Council once the contract is signed. Early next year the supplier will be in contact with the legal representative for parish councils to get licences and permissions signed.

- **Overgrown Hedges**

Two property owners had been written to regarding their boundary hedge overgrowing the footpath. One had already acknowledged the letter and confirmed they would be getting it cut, the other would be sent a following letter if no response within two week in accordance with the devolved services contract.

- **Aston Reach**

First Port have given permission for a noticeboard to be put near the children’s playground. A noticeboard has been ordered, delivery expected second week of January.

A resident has approached the Parish Council about the possibility of adult gym equipment being installed at Aston Reach. The Clerk has written to First Port in the first instance, if they are willing to consider it then it will be added to the agenda for a future meeting.