



Clerk: Mrs Sarah Copley
 Email: clerk@westonturville-pc.gov.uk
 Telephone: 01296 612838

Minutes of the Meeting of Weston Turville Parish Council held on 17th October 2024 at the Parish Meeting Room, Weston Turville Village Hall.

PRESENT:

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

Clerks: Sarah Copley and Francesca Beato

Public Attendance: Five members of public

No.	Minute	Action
	<p>OPEN FORUM FOR PARISHIONERS</p> <p>A resident of Aston Reach raised concerns regarding transport for school for children living in that area.</p>	
24.155	<p>APOLOGIES</p> <p>Apologies were received from Cllrs Baylis, Buchanan, Collins and Routledge.</p>	
24.156	<p>DECLARATIONS OF INTEREST</p> <p>a) There were no declarations of interest. b) There were no dispensation requests.</p>	
24.157	<p>MINUTES OF PREVIOUS MEETING</p> <p>It was AGREED to accept the minutes of the meeting held on 19th September 2024 as a true record and the minutes were duly signed by the Chair.</p>	
24.158	<p>CHRISTMAS TREE</p> <p>The responses to the consultation on providing a Christmas tree or lights near the War Memorial were noted.</p> <p>After discussion it was agreed not to proceed with a tree for that area and to retain the tree at the hall. It was further agreed that should another Christmas tree be funded other areas of the parish be considered for potential locations.</p>	
24.159	<p>STREETLIGHTS</p> <p>a) The comments received regarding turning off streetlights between midnight and 5am were noted. The response had been low and it was agreed that further consultation would be required with a detailed explanation of the environmental benefits.</p> <p>b) Cllr Blackmore and the Clerk had attended a working group set up by Halton PC to look at options for more environmentally friendly street lighting. It was noted that LED lights were having an effect on the insect population, a new style of LED which was intended to reduce the impact on insects and bats had recently been installed at Manor Farm Close when the old light failed to trial the new colour.</p>	
24.160	<p>FINANCES</p> <p>a) The list of payments totalling £15,018.08 were approved and are attached to these minutes as appendix 1.</p> <p>b) Bank Reconciliation – the bank reconciliation to end of September was noted.</p>	

<p>24.161 COUNCILLOR CONTACT DETAILS</p> <p>Following a series of crank calls to a councillor, councillors' telephone numbers had been removed from the noticeboards and website.</p> <p>The Clerk had contacted the telephone company to enquire about the option to have a single number which diverted to councillors but the cost for this was considered too prohibitive.</p> <p>It was agreed that the preferred method of contact to councillors was by email or calling the office and requesting a call back.</p>	
<p>24.162 VILLAGE HALL</p> <p>The Clerk reported that during the extremely heavy rain in September the roof of the hall and office had leaked. A roofer had attended and replaced some broken tiles and cleared out the gully that joined the office space to main hall. His recommendations for further works were considered and it was AGREED to get the roof cleared of moss and to get the large ash tree pollarded.</p> <p>The quotes to clear the moss were considered and it was AGREED to accept the cheapest but to ask if it was possible to clean without use of chemicals on the roof due to the environmental damage it could cause.</p> <p>The Clerk would source quotes to pollard the tree to be considered at the next meeting.</p>	Clerk
<p>24.163 HAMPDEN FIELDS</p> <p>a) Adoption of SANG (Suitable Alternative Green Space) – the Parish Council had previously agreed to adopt the public open space and play areas within the Hampden Fields development. Since the original S106 had been drawn up a requirement for developments to provide SANG had been introduced and the S106 was being amended via a Deed of Variation to reflect this.</p> <p>It was AGREED to adopt all open green space including SANG and further agreed to employ a consultant to ensure the commuted sums offered would be adequate to pay for the ongoing maintenance.</p> <p>b) Street naming – Bucks Council had requested a further naming theme for roads within Hampden Fields and also asked if the Parish Council wished to submit a name for the link road.</p> <p>It was AGREED to use names of flowers as a theme for road names and to put an article in the next WT Times asking for suggestions for the name of the link road. Cllrs Cook and Terry would put together a list of suggested flower names.</p>	Clerk LC/CT
<p>24.164 PLANTING AND OPEN SPACES</p> <p>a) Planting – Cllr Cook reported that the Weston Turville Wombles had planted bulbs in Bates Lane and Worlds End Lane to date. She was working with Community Wildbelt on the wildflower areas. Following the success of the wildflower verges in Aston Clinton, it was agreed to speak to them about their planting and maintenance regime.</p> <p>b) Trees in the recreation ground – four of the trees planted in spring had unfortunately not taken. It was agreed to wait until spring and if they did not recover they would be replaced in the autumn.</p> <p>c) The Glebe Maintenance – Cllr Cook would be meeting with Community Wildbelt the following day to discuss the maintenance plan and next phases.</p>	

<p>24.165 COUNCILLOR SURGERIES</p> <p>Cllr Popovici-Birkby proposed that councillors hold a monthly surgery and take turns to man it. There was support for this, Cllr Blackmore would approach the Holiday Inn to ask if it could be held there. A surgery within the village would be combined with the repair café. It was further agreed that two councillors should man each surgery.</p>	
<p>24.166 ASTON REACH</p> <p>a) The Clerk had met with the First Port representative who had agreed to provide maps showing who was responsible for what on the development, as well as locations for new dog and litter bins. She would also request permission for the Parish Council to put up a noticeboard and the MVAS.</p> <p>Cllr Popovici-Birkby reported that some hedges were overhanging the footpaths.</p> <p>b) It was AGREED to purchase a noticeboard from Greenbarnes to match the existing ones in the parish. It was further agreed to hold off purchasing a litter pick station until the shops were occupied.</p>	Clerk
<p>24.167 CLERK REPORT</p> <p>The Clerk's report was noted and is attached as appendix 2.</p> <p>It was noted that Bucks Council were refusing to empty the new bin at the recreation ground as it was an "excessive distance" for their operatives to walk. The Clerk had found someone to empty it temporarily and it was agreed that the seek quotes from other waste companies to empty all dog bins.</p> <p>The Clerk and Assistant Clerk would do a walk round of the parish and map all gullies.</p>	
<p>24.168 MATTERS FOR INFORMATION</p> <p>Cllr Cook said that a resident had asked for a shield on the streetlight outside their house and another had asked that an extra bus stop be put in near the war memorial. She also asked about installing bug hotels around the parish. Clerk would add to next agenda.</p> <p>Cllr Popovici-Birkby reported that hedges along New Road were overhanging the road. Clerk would report via FixMyStreet. He also asked whether a post box could be put at Aston Reach and was advised this was a matter for Royal Mail.</p> <p>Cllr Blackmore reported that the ECO Family Fun Day had been well attended and a success.</p>	
<p>24.169 DATE OF NEXT MEETING</p> <p>The next meeting of the Parish Council would be held on Thursday 21st November 2024 at 7pm.</p>	
<p>24.170 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>24.171 PURCHASE OF LAND</p> <p>The Clerk updated on the application for s106 and it was noted that permission was required for change of use from agricultural to community orchard before the funds could be released. The vendor had been advised, it was agreed to submit the planning application if they were prepared to wait.</p>	

24.172 CAFÉ TENDER	The tenders for the work to convert changing rooms to café were considered and it was agreed to award the contract to SB Construction and Consulting Ltd.
---------------------------	---

Signed: _____ Date: 21st November 2024

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	
24.145	Place order for hi-viz jackets	Clerk	✓
24.147	Progress land transfer at The Paddocks	Clerk / Cllr Cook	✓
24.154	Progress land purchase	Clerk	✓
24.162	Contact contractor re use of chemicals when clearing roof	Clerk	✓
24.162	Quotes for pollarding tree	Clerk	✓
24.163a	Advise Taylor Wimpey of decision to adopt SANG	Clerk	✓
24.163b	Street names with flower theme	LC/CT	
24.165	Contact Holiday Inn re councillor surgeries	RB	
24.166	Progress noticeboard for Aston Reach	Clerk	✓
24.167	Quotes to empty dog waste bins	Clerk	✓

APPENDIX 1 – RECEIPTS AND PAYMENTS LIST

Date	Paid to	Detail	Ref	Net	Vat	Total
19/09/2024	Gallaghers	Insurance renewal	DD	£6,124.37		£6,124.37
30/09/2024	Unity Bank	Monthly bank charge	DD	£14.75		£14.75
05/10/2024	Cloudy IT	IT licences and support	DD	£75.20	£15.04	£90.24
10/10/2024	BAS	Payroll fees Q3	DD	£114.00	£22.80	£136.80
16/10/2024	Multipay card	see below for breakdown	DD	£426.06		£426.06
17/10/2024	DRAX	Streetlight electricity September	DD	£347.13	£69.43	£416.56
17/10/2024	DRAX	Streetlight electricity September	DD	£36.84	£1.84	£38.68
17/10/2024	SignWizzard	Banners and flag (Eco Day 24.140)	Electronic	£415.43	£83.09	£498.52
17/10/2024	Glasdon UK Ltd	Benches for tennis courts (min 24.72) Installation of two bins, dog bin, 2	Electronic	£1,218.20	£243.64	£1,461.84
17/10/2024	JW Mowing Services	benches	Electronic	£210.00		£210.00
17/10/2024	All Topps Roofing	village hall - replace broken tiles	Electronic	£275.00		£275.00
	Lengthsman	Village tidying September	Electronic	£420.00		£420.00
17/10/2024	BALC	Training courses	Electronic	£140.00		£140.00
17/10/2024	Clerk	Cost claim - printing and refreshments	Electronic	£33.30	£5.00	£38.30
17/10/2024	Staff	Salaries October	Electronic	£3,000.69		£3,000.69
17/10/2024	Bucks Council	Pension contribution October	Electronic	£1,041.82		£1,041.82
18/10/2024	5G Communications	Landline and broadband	DD	£46.08	£9.21	£55.29
31/10/2024	Unity Bank	banking fees	DD	£8.10		£8.10
22/11/2024	HMRC	PAYE & NI	DD	£621.06		£621.06
TOTAL				£14,568.03	£450.05	£15,018.08

Multipay Card

Date	Paid To	Detail	Net	Vat	Total
01/10/2024	Discount Displays	Wombles sign (min ref 24.145)	£92.45	£18.49	£110.94
01/10/2024	Amazon	Items for ECO family day as per budget (min 24.140) and stationery	£262.16	£49.95	£312.12
02/10/2024	Unity Trust	Monthly card fee	£3.00		£3.00
Statement total to 2nd October 2024					£426.06

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.

- **New Parish Ward Boundary**

The Local Government Boundary Commission introduced two parish wards in Weston Turville as a consequence to the changes made to the unitary wards during their electoral review. The new unitary wards will take effect at the local elections on 1 May 2025. Where a parish is divided between different unitary wards, in this case Aston Clinton & Weston Turville unitary ward and the Aylesbury East unitary ward, a parish must also be divided into parish wards, so that each parish ward lies wholly within a single unitary ward.

The main difference with a warded parish is that election candidates will need to specify on their nomination papers the ward, as well as the parish, that they are seeking to stand for election at. There are 2 seats for Aston Reach ward and 8 seats for Weston Turville Village ward. Those standing for election in May 2025 will need to specify which ward they are standing for.

- **Dog waste bin, playing fields** – Bucks Council will not empty the new waste bin at the recreation ground as their crew say it is an “excessive distance” from where they can park the van. On the next agenda will be to agree alternative location or alternative waste service.

Update on actions from September meeting:

- **Insurance** – the Council’s insurance cover has been renewed with Gallagher.
- **Bank signatories** – the applications to add Cllrs Dawkins and Kelly as bank signatory have been submitted.
- **MVAS** – the parts to repair the MVAS have been ordered and a date for an engineer to repair the unit will be arranged once these are in stock.
- **Street light testing** – the order for street light testing has been placed, awaiting dates from contractor
- **Dog and litter bins** – the litter bins have been installed at the bus stops near the Holiday Inn and the dog waste bin at the reservoir layby. Buckinghamshire Council have been notified of the locations to add them to the schedule for emptying.
- **Contact First Port re additional bins for Aston Reach** – they have confirmed they will be installing more bins, a list of locations and estimated date has been requested
- **Wombles Sign** – this has been ordered and received.