

## Wing Parish Council

### Minutes of the Parish Council Meeting on Tuesday 25<sup>th</sup> April 2017 in the Small Hall, Wing Village Hall.

Present: Councillors Mrs L Stuart, Ms S Roe, Mr J Lomas, Mr J Hughes, Mr J Benson, Mrs C Hellgren-Derry, Mr Mark Kelly, Mrs Vicky Day, Mr Mark Reynolds, Mrs K Levett, Mrs Louise Crush.

County & District Councillor: Netta Glover

Members of the public: Eight members of the public attended the meeting from 7pm to listen to the discussion, and pose questions on, Item 1 of the agenda. Ms Liz Tring and Mr Dennis Green attended the meeting from 8pm.

<p>658. Recreation Ground Project: Exceptional item to discuss options and agree resolution to take forward to Planning</p>	<p>Cllr Stuart outlined the current position with the Recreation Ground Project, how the parish council had to submit bids for monies associated with the two new housing developments, and how those bids had to be specific with monies spent on recreational/sports facilities for the village. The first bid was for a multi-use games area (MUGA) plus associated facilities for the football club, tennis club and bowls club, all of which were located on the Recreation Ground. This included separate and proper electricity supplies for each. Mini football pitches had also been requested by 'Wing Raiders'. The scouts and brownies had declined the offer to include any facilities in the bid.</p> <p>Parish council members noted the position of the MUGA on the latest plan noting that it was situated between the tennis club and the football club changing rooms, leaving room for junior football pitch(es) in the lower field. Councillors also noted the extension of the car park and the proposed line of sight improvement when leaving the car park. Cllr Stuart explained that several options for the positioning of the MUGA had been considered (including behind the bowls club, which had been considered unsuitable on the grounds of security) and the current proposed lay out was considered best as it meant all facilities would be collocated in the centre of the Recreation Ground and would ensure the proposed MUGA floodlights were as far away from the road (A418) as possible.</p> <p>Cllr Stuart confirmed that a pipeline owned by Southern Gas crossed the Recreation Ground at a depth (according to Southern Gas) of 0.8m, and that test pits would have to be dug by Southern Gas along the route of the pipeline to confirm this.</p>	<p><b>ACTION</b></p>
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Cllr Stuart went on to explain that it had originally been planned to demolish the football changing rooms building and replace it with a modern Portakabin with storage facilities (goalposts, etc.) that was fit for purpose. There would also be another larger Portakabin situate alongside which would function as a parish council office with storage facilities for the council as well as other organisations such as the Wing Heritage group who, like the parish council, currently have extremely limited storage facilities. However, the most recent quote received from Portakabin for a new football changing rooms/storage facility was now some £40,000 more expensive than originally quoted. Given the limited funds available, the project manager recommended proceeding with purchase of the parish council Portakabin (the quote had not changed) but not proceeding with the purchase of the football club Portakabin, choosing instead to remodel the existing building with additional storage facilities included. The project manager had explained that all buildings would be DDA compliant, could be made to look aesthetically pleasing from the outside, and the cost would not exceed budget. Cllr Stuart added that the football club and tennis club were happy with the proposal.

Cllr Stuart acknowledged there were issues with the proposals:

- 1) The proposed positioning of the MUGA would necessitate the removal of at least three trees, the largest of which was at least seventy years old. Cllr Stuart explained that the parish council had agreed to a substantial replanting scheme for the Recreation Ground following its redevelopment. (*Addendum to 1): This is now two trees.*)
- 2) Floodlights would be included as part of the MUGA, but these would be pointed down at the playing surface and switched off each night by 10pm at the latest, depending on whether the MUGA was being used or not.
- 3) MUGA facilities may be booked free of charge but participants would be expected to pay for the electricity to operate the floodlights should that need arise.
- 4) The splay out of the car park needed to be improved, which would involve the removal of some younger trees and hedging and the planting of new fences/hedging.

Cllr Stuart opened up the meeting to members of the public to ask questions/make comments on the proposal.

Ms Jackie Prior suggested the MUGA will change the character of the village and didn't want floodlights shining into houses, particularly those with young children. Cllr Stuart reiterated that the floodlights would be away from the road, would point down at the playing surface and be switched off by 10pm at the latest every evening.

Mr Mills opined that 10pm was late for the floodlights to be switched off. Cllr Lomas explained they would be LED floodlights designed for this type of facility and reiterated the point that the lights would be directed to the playing surface.

Mrs Lindsay Monteath expressed dissatisfaction with the way consultation on these proposals had been conducted. Mrs Monteath commented that previous consultation on plans had been to do with new housing to be built on the other side of the village. Mrs Monteath also expressed dissatisfaction with the parish council's website, explaining that minutes of previous parish council meetings were very difficult to find. Cllr Stuart explained that the parish council had already identified and accepted improvements needed to be made to the website, further explaining this was primarily due to the parish council not having a clerk in place for several months.

Cllr Stuart stated she would write to all residents directly impacted by the proposed redevelopment to explain what is happening before seeking planning permission.

Mrs Monteath stated that research had shown that floodlights go off in other areas at 9pm. Cllr Roe reiterated the floodlights would only remain on until 10pm if the MUGA was being used and floodlights required.

Mr David Monteath highlighted that the impact on those overlooking the redevelopment had not been mentioned. Cllr Stuart accepted this but explained that with any redevelopment of this nature 'one cannot make an omelette without breaking eggs', meaning not everyone will be pleased with changes made in the village.

Mrs Monteath then quoted from the Neighbourhood Plan explaining that one of her fears was about the landscaping becoming too urban. Mrs Monteath also suggested that living opposite a Portakabin was undesirable. Cllr Stuart explained that residents' views from their property were not usually considered in planning applications, but accepted Mrs Monteath's point that they do look at aesthetics.

Mrs Monteath asked why the facilities for the football club, tennis club and bowls club could not be separated. Cllr Stuart explained it would be too expensive to drastically move the facilities and utilities.

	<p>Mrs Monteath asked whether item 1 on the original list of requirements in the Neighbourhood Plan, i.e. a bar, would be included and whether this would set a precedent. Cllr Stuart confirmed that no bar was to be included in the plans and that the original list was just a list of residents' suggestions.</p> <p>Mrs Monteath suggested the Neighbourhood Plan concentrated on housing and that now we were getting down to the detail. Cllr Stuart offered apologies to Mrs Monteath if she felt she had not been consulted properly on this and explained that she, like everyone else, would have twenty one days to provide objections following submission of the planning application.</p> <p>Ms Prior asked why the MUGA could not be sited at Cottesloe School. Cllr Stuart explained that Bucks County Council would not allow this and there was no room.</p> <p>Mrs Monteath asked whether the impact on wildlife, bats for example, had been considered. Cllr Roe confirmed this had been considered and there was no impact.</p> <p>Cllr Stuart asked parish councillors to vote on the proposal. In favour: nine votes. Abstentions: two votes.</p>	
<p>659. Public Question Time</p>	<p>Mrs Monteath asked about the replanting scheme for the Recreation Ground (Item 6 on the agenda). Cllr Stuart reiterated that the Environment Working Group would be asked to lead on the development of a proper plan for planting.</p> <p>Mrs Monteath also asked if she (or others) could ask further questions ahead of submissions to Planning. Cllr Stuart explained that members of the public were always welcome to attend the library every Wednesday morning to discuss any issues with the clerk and any member of the parish council who may be in attendance.</p>	
<p>660. a. Apologies for absence b. Declaration of interests c. Approval of previous minutes</p>	<p>a. Cllr Reynolds had sent prior notification that he would likely be late and would have to leave early. b. Cllr Hughes: Sports and Social Club. Cllrs Roe, Lomas and Day re grant applications c. Approval of February minutes of meeting (deferred from March meeting): Proposed Cllr Day, Seconded Cllr Hellgren-Derry. Approved. Approval of March minutes of the meeting: Proposed Cllr Hellgren-Derry, Seconded Cllr Day. Approved.</p>	

<p>661. County and District Councillors Report</p>	<p>Cllr Glover explained that, due to the upcoming election, little business was being transacted at county level. Cllr Glover did, however, explain that she had asked the responsible officer for an update on the planning application submitted in respect of Mount Pleasant Farm.</p>	
<p>662. a. Clerk's report and correspondence b. Councillors reports c. Committee reports d. Consultation documents e. Planning applications</p>	<p><b>a. Clerk's Report</b></p> <ol style="list-style-type: none"> <li>1. Various items of correspondence received from BALC including weekly traffic/road repair notifications, quarterly newsletter (Matters Arising) and a practitioner's guide to proper governance and accountability.</li> <li>2. Also received from BALC an invitation to comment on the Government's white paper on housing.</li> <li>3. Received an invitation to enter 'Bucks Best Kept Village', which we will do at a cost of £20.</li> <li>4. Email received from Geoff Culverhouse, Secretary of the North Bucks Parishes Planning Consortium, regarding the decision to refuse planning permission to build 8 houses on a small development as it didn't align with the appropriate Neighbourhood Plan.</li> <li>5. Email received from Bucks CC reminding 40-74 year olds that they may be entitled to a free full NHS Health Check. See <a href="http://www.buckscc.gov.uk">www.buckscc.gov.uk</a> for details.</li> <li>6. Email received from a Wing resident regarding deliberate damage to his new Car. Both resident and Clerk reported the incident to police.</li> <li>7. Received Spring edition of Chiltern Magazine.</li> <li>8. Received some positive feedback from some residents regarding the 'dog poo' posters appearing around the village. Clerk again discussed with police the ongoing issue of deliberate damage to 'dog poo' posters.</li> <li>9. Email received from Will Phimester outlining full proposed costs of tennis club redevelopment – to be discussed at Parish Council meeting.</li> <li>10. Following a request to Ivor Collins, he inspected the rotten wooden items in the child play area at Jubilee Green. He advised that, due to the extent of the problem which could cause a health and safety issue, in his opinion, all four items should be removed.</li> <li>11. The 'Wing Live' event – 30<sup>th</sup> June to 1<sup>st</sup> July – was officially kicked off with a meeting of various interested parties. The content of posters, leaflets and expression of interest forms were agreed. It was also agreed that all residences in Wing should receive a leaflet. (Cllr Stuart expanded on this point.)</li> <li>12. Various discussions/meetings held with Recreation Ground redevelopment suppliers. A more detailed update and discussion to be held at the Parish Council meeting.</li> </ol>	

	<p>13. Charities Commission return submitted for 2015/16. The ability to submit the 2016/17 return not yet available on the website.</p> <p>14. Six Community Grant application forms now received from local organisations – to be discussed at Parish Council meeting.</p> <p>15. Three new benches installed at Long Spinney, one of which was donated by Wing Parish Council. Some positive comments received.</p> <p>16. Notification of seven planning applications received by email – to be discussed at Parish Council meeting.</p> <p>17. Held discussions with HMRC regarding apparent long-term underpayments of Tax/NI. As a result of the discussions the liability has been reduced.</p> <p>18. £200 received from Martin Grant Homes as a donation for allowing advertising on the Recreation Ground from September to December 2016.</p> <p>19. Research conducted into accounting packages.</p> <p>20. HR and Finance sub-committee meeting held on 11<sup>th</sup> April to discuss precept and budgets for 2017/18. A note of the meeting will be circulated to councillors under separate cover.</p> <p>21. First half of 2017/18 Precept - £38,465 - received on 25/4/17.</p> <p>Following the Clerk's Report it was agreed that the clerk should:</p> <p>a) request Ivor Collins to remove rotten items and make good (point 10)</p> <p>b) invoice Wing Village Trust (Robert Hart) for the cost of two of the three benches at Long Spinney, as previously agreed (point 15).</p> <p><b>b. Councillor Reports</b></p> <p>Cllr Levett explained that she had been unable to contact Sam (site manager at Martin Grant Homes) to discuss residents' issues as she believed he may be on holiday, but would chase up. Cllr Levett also opined that some of the parking issues near the site may be down to bad parking by estate agent staff and prospective buyers.</p> <p>Cllr Hughes expressed his disappointment that the lights at Park Gate had still not been repositioned. Clerk to chase up CU Phosco.</p> <p><b>c. Committee Reports</b></p>	<p>Clerk</p> <p>Cllr Levett</p> <p>Clerk</p>
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	<p>None. However, Mr Dennis Green reminded the parish council that the next ‘Speedwatch’ meeting was due to take place at Mentmore Village Hall on 10<sup>th</sup> May. It was agreed that Cllr Hughes should accompany Mr Green to the meeting. (Post meeting note: the Speedwatch meeting was subsequently postponed.)</p> <p><b>d. Consultation Documents</b></p> <p>It was agreed that the discussion on the Government’s white paper on housing should be deferred until after the general election in June.</p> <p><b>e. Planning Applications</b> Eight planning applications were discussed:  i) 17/01223 re: 8 Church Walk, Wing  ii) 17/01172 re: 3 Redwood Drive, Wing  iii) 17/01217 re: 2 Lower Wingbury Cottages  iv) 17/01278 re: 1 Lower Wingbury Cottages  v) 17/01218 re: 50b High Street, Wing  vi) 17/01303 re: 7 Vicarage Lane, Wing  vii) 17/01417 re: Acorn Farm, Cublington Road, Wing  viii) 17/01423 re: The Old Gym, Cublington Road, Wing</p> <p>No objections received from parish councillors. Clerk to respond online noting that properties at i) v) and vi) are in a conservation area.</p>	Clerk																				
663. Recreation Ground Project – Update	Cllr Stuart explained how several members of the parish council had ‘walked the Rec’ with Malcolm Oliver to discuss options and his recommendations on a planting scheme. It was agreed that the Environment Working Group, plus any other volunteers, should develop a short-, medium- and long-term planting scheme plan.	Environment Working Group																				
664. Finance a. Accounts for Payment b. Balances	<p>a. Wing Parish Council accounts for payment 29 March to 25 April 2017</p> <table border="1" data-bbox="586 1190 1778 1378"> <thead> <tr> <th>Payee</th> <th>Reason</th> <th>Pay't Method</th> <th>Amount (£)</th> <th>VAT inc. (£)</th> </tr> </thead> <tbody> <tr> <td>Ivor Collins</td> <td>Handyman services</td> <td>Electronic</td> <td>52.00</td> <td></td> </tr> <tr> <td>Clerk</td> <td>Expenses</td> <td>Electronic</td> <td>28.24</td> <td></td> </tr> <tr> <td>E.on</td> <td>Street Lighting Power</td> <td>D/D</td> <td>275.77</td> <td>45.96</td> </tr> </tbody> </table>	Payee	Reason	Pay't Method	Amount (£)	VAT inc. (£)	Ivor Collins	Handyman services	Electronic	52.00		Clerk	Expenses	Electronic	28.24		E.on	Street Lighting Power	D/D	275.77	45.96	
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WPC Chair	Expenses	Electronic	<b>159.98</b>	
Wing Hall Trust	Hire of Rooms	Electronic	<b>49.99</b>	
Wing Hall Trust	Library Hire and Storage	Electronic	<b>81.02</b>	
Goldleaf Groundcare	Grass Cutting	S/O	<b>288.96</b>	48.16
Came & Co	Insurance	Electronic	<b>1389.75</b>	
A D Ball	Long Spinney Benches x 3	Electronic	<b>1764.00</b>	294.00
BALC	Annual Membership	Electronic	<b>450.77</b>	
What's On In Wing	WPC advert in WOIW	Cheque (251)	<b>10.00</b>	

**b. Account Balances**

<i>Balances @ 25.04.2017</i>	<i>Long Spinney a/c</i>	<i>159.78</i>
	<i>BMM a/c</i>	<i>136,035.64</i>
	<i>Community a/c</i>	<i>1,702.18</i>
	<i>BMM War Memorial</i>	<i>5,146.97</i>
		<u><u>                    </u></u>

Accounts were proposed by Cllr Crush, seconded by Cllr Hughes and approved by the Committee.

It was also agreed that, in future, Cllr Lomas would work with the clerk on accounting matters rather than Cllr Roe.

**c. Budget for Council Election**

At a recent BALC finance training seminar Cllr Lomas recalled that all councils should set aside monies each year to cover the cost of any future council election. The parish council agreed to set aside £1000 in the 2017/18 budget to cover any future parish council election.

d. The parish council also discussed whether monies needed to be set aside to cover the cost of the Neighbourhood Plan five-yearly review. It was agreed that, as there was no requirement to republish the plan, no monies from the 2017/18 budget should be set aside. The parish council did note,

Clerk

	<p>however, that it was important to ensure that policies included in the Neighbourhood Plan remain up-to-date.</p>	
<p>665. Items for Discussion:  a. Accountants/Auditors  b. Accounting Package  c. Community Grants  d. 'Wing Live' 30<sup>th</sup> June and 1<sup>st</sup> July  e. Weedkilling  f. Tennis Club Redevelopment</p>	<p>a. Clerk confirmed that, following a discussion with BALC, the parish council was obliged to use Mazzars as the external auditor in 2017 but was free to choose its own internal auditor. It was agreed that Bob West should remain the parish council's internal auditor for 2017.</p> <p>b. It was agreed the clerk should acquire 'Quickbooks' accounting package, using the 30 day free trial to ensure it was fit for purpose.</p> <p>c. Six community grant applications were considered. It was agreed that all six applications should be supported as follows:  Wing Heritage Group: £460  Wing Gardening Club: £500  Wing Community Library: £300  Wing Day Care Friends: £2000  Wing Lunch Club: £500  Wing Carnival: £590</p> <p>Clerk to write to applicant representatives to invite them to the Annual Parish Meeting on 11<sup>th</sup> May when the grants will be provided.</p> <p>d. Cllr Stuart reminded the parish council of the 'Wing Live' event taking place in the village hall on 30<sup>th</sup> June and 1<sup>st</sup> July, explaining that posters had been designed and posted on notice boards and other prominent village locations such as shops. Cllr Stuart also explained that leaflets are to be ordered (smaller version of poster), one of which would be delivered to each residence in Wing. Cllr Stuart also encouraged councillors to encourage others to attend and to confirm to the clerk which organisations would be represented at the event</p> <p>e. Following a brief discussion about the extent of weed growth around the village it was agreed that the clerk should approach Goldleaf Groundcare to secure a quote for this service on a one-off basis.</p> <p>f. The tennis club had contacted the parish council to see whether all redevelopment costs could be paid through the parish council. The basis of this request was purely financial in that the parish council is VAT registered whereas the tennis club is not. The parish council would be able to reclaim</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	the VAT so allowing the tennis club to only pay over the net amounts paid for products/services. The legality of this approach was doubted. It was agreed that the clerk should check the rules with HMRC to see whether this was allowed and report back at the next meeting.	
666. Date of next meeting	Tuesday 30 <sup>th</sup> May 2017 at 8pm, Wing Village Hall. NB. The Annual Parish Meeting will take place on 11 <sup>th</sup> May 2017 at 7.30pm in the Main Hall, Wing Village Hall.	

Signed \_\_\_\_\_ Dated \_\_\_\_\_