

## Wing Parish Council

### Minutes of the Parish Council Meeting on Tuesday 27<sup>th</sup> November 2018.

Present: Councillors: Mr D Kellner (Chairman), Mr J Lomas, Mrs C Hellgren-Derry, Mrs L Tabiner- Crush, Mrs L Tring, Mr A Jones, Mr N Smith

10 members of the public

Mrs Glover – County and District Councillor

Mrs C Power – Acting Parish Clerk

Chairman's Opening Statement	Cllr D Kellner welcomed the new Councillors to the Parish Council. People were asked not to use the Wing Village Facebook page for any issues or concerns for the Wing Parish Council such as Streetlighting and missed bins etc. as the Parish Council do not monitor the page.
826. Public Participation	<p>PCSO gave the following Police report</p> <p><b>JAN 2018:</b> TFMV: 1, Crim Dam: 1, Other Theft: 1, Burglary: 1</p> <p><b>FEB 2018:</b> TFMV: 2</p> <p><b>MARCH 2018:</b> TFMV: 2, Vehicle Interference: 1, Burg other than a Dwelling: 2, Other Theft: 2</p> <p><b>APRIL 2018:</b> Crim Dam: 2, Theft: 2 – 2 males arrested and remanded back to prison, Drunk/Drug driving offence: 1 – male arrested and dealt with.</p> <p><b>MAY 2018:</b> TFMV: 2, Burglary: 1, Burglary business: 1</p> <p><b>JUNE 2018:</b> Burglary: 1, TFMV: 1</p> <p><b>JULY 2018:</b> Crim dam: 2, Theft: 2, Burglary Business: 1, Burglary: 1, TFMV: 1</p> <p><b>AUGUST 2018:</b> TFMV: 6, Theft of diesel: 1, Crim Dam: 2</p> <p><b>SEPT 2018:</b> TFMV: 2, Crim Dam: 3, Theft: 1, Burglary: 1</p> <p><b>OCTOBER 2018:</b> TFMV: 2, Burglary: 1 – investigation is still on going, Theft: 1, Crim Dam: 1, Theft of vehicle: 1 – (vehicle recovered by police)</p> <p><b>NOVEMBER 2018:</b> Crim dam due to hare coursing: 3, Wild life crime: 1, TFMV: 1, Theft: 1, Burglary: 1</p> <p><b>Due to the high value of cost to farmers due to hare coursing we have been over the last week patrolling the wing and neighbouring farmers' fields. From this on Wednesday 28<sup>th</sup> November 2018 following a pursuit we managed to recover one of many vehicles that have been seen to be causing damage</b></p> <p>We also recovered a Stolen Motor vehicle that had been stolen from the Linslade area. Male arrested and charged with Burglary – remanded back to prison on 31<sup>st</sup> Oct 2018 – (committing burglary within the rural areas). Male arrested in Northants for burglary – committing offences on our area as well as neighbouring policing areas. In the last 3 months we have had 13 vehicles seized for being used in crime in our and other policing areas. 14 persons arrested for tool theft offences and these investigations are still ongoing. A resident asked why the minutes for the Finance and HR Committee have not been approved. They were informed that the Finance and HR Committee haven't meet since, so the minutes have not yet been approved. Another resident asked about the decision made last month to look into decommissioning the Recreation Ground Charity. They were informed that the legal advice will need to be sort before the Council make any decision on the charitable status of the Wing Recreation Ground Trust. A resident commented about the recent Taylor Wimpey roadworks that have taken place on Stewkley Road. They have raised their concern over the current raised speed bump that has been installed as it isn't the zebra crossing that was in the plans and children are waiting to use it as a crossing. They were told that Taylor Wimpey had carried out the roadworks but due to time constraints on the amount of time they had a permit for, they were only able to complete the work on raising the current zebra crossing and install the speed bump with the additional drainage required. They will finish the planned roadworks when they come back in February. A resident asked about the status of the Parish Office as it wasn't on the agenda. The minutes from the last meeting were referred to, after the budget review, there were no funds available for the hire of a office but the Council are proposing to include an amount in the 2019/20 budget. They will be keeping communications open with Wing Village Hall Trust at this time.</p>

<p>827.</p> <p>a. Receive the Declaration of Acceptance of Office Form from Councillor Sean Moloney</p> <p>b. Receive the Declaration of Acceptance of Office Form from Councillor Nick Smith</p> <p>c. Apologies for Absence</p> <p>d. Declaration of interests from Members</p> <p>e. Approval of Previous Minutes 30<sup>th</sup> October 2018 15<sup>th</sup> November 2018 15<sup>th</sup> November Extraordinary meeting</p> <p>f. Review Terms of Reference of Committees and working parties as well as the members</p> <p>g. Review membership to outside bodies</p>	<p>a. Declaration of Acceptance Form received from Cllr Sean Moloney.</p> <p>b. Declaration of Acceptance Form received from Cllr Nick Smith</p> <p>c. Apologies received and accepted from Cllr H McGwyer (Work), Cllr M Reynolds (Holiday) and Cllr S Moloney (Work).</p> <p>d. None.</p> <p>e. It was PROPOSED, SECONDED and APPROVED that the minutes of the meeting held on the 30<sup>th</sup> October 2018, the minutes of the meeting held on the 15<sup>th</sup> November 2018 were a correct record and were signed by the Chairman. The minutes of the extraordinary meeting held on the 15<sup>th</sup> November 2018 were PROPOSED, SECONDED and APPROVED after an amendment was made changing the word 'appointed' to 'offered' under agenda item 832.</p> <p>f. The draft Terms of Reference for the Working Party Recreation Ground Project were discussed. The following Councillors asked to be on the working party, Mrs C Hellgren-Derry, Mr J Lomas, Mr N Smith and Mrs L Crush. The Terms of Reference, Councillor members and external bodies were PROPOSED, SECONDED and APPROVED.</p> <p>A General set of Working Party Terms of Reference were discussed, PROPOSED, SECONDED and APPROVED to be used when looking to setup working parties in the future. The scope of any working party set up will be approved during a Council meeting.</p> <p>g. The Dormer Hospital Charity will be seeking a representative for the current vacancy and then the person needs to be nominated by the PC. Cllr D Kellner was PROPOSED, SECONDED and APPROVED to be co-opted onto the Wing Village Hall Trust on behalf of the Parish Council.</p>
<p>828.</p> <p>County and District Councillors Report</p>	<p>The full report would be included in What's on in Wing.</p>
<p>829.</p> <p>a. Clerks Report and Correspondence</p> <p>b. Councillors Reports</p> <p>c. Planning Applications</p> <p>d. Consultations: Wingrave and Rowsham Neighbourhood Plan Modification Plan Consultation</p>	<p>a. The Clerk gave the following report The Jubilee Green bin next to the gate by Redwood Close has been added to the AVDC bin emptying list. There is a Parish Liaison meeting on 28<sup>th</sup> November if any Councillor would like to attend, please could they let the Clerk know. will provide additional information about the May elections There has been a request received into the possibility of Jubilee Green being used by Active Bucks Project who have funding available to set up weekly NERF game sessions in open green settings. The Council asked for the bylaws to be checked and for the Clerk to find out more information before they can make a decision. The following street lights have been reported as faulty to the Clerk. The Parish Council owned ones have been reported to CU Phosco but will be chased to find out when they will be carrying out the repairs. The couple of street lights were reported as faulty have been repaired. 52 High St, Sports and Social Club and Wantage Close / Littleworth but can't find a light that is out. A resident informed the Council that the light above the 30mph sign on the entrance to the village from Leighton Buzzard is out, the Clerk will report this. The Police were contacted regarding mobile enforcement cameras in the village. They are going to reinstate a decommissioned site down Littleworth/Chesterfield Crescent area after receiving the MVAS data. There was a meeting with the Wing Mums group for which meeting notes were circulated and it is an agenda item for discussion later in the meeting. Taylor Wimpey meeting and site walk through, the notes had been circulated and a couple of decisions need to be that are included on the agenda for later in the meeting.</p>

Approved and signed at the Full Council Meeting on Thursday 10<sup>th</sup> January 2019

The Remembrance Day celebrations were well received by the village, the bagpipe had an audience, the Church service had a large turnout and the beacon lighting being lit by a village WWII was a success too.

Due to the decision of a Unitary Council, the Parish, Town and District Council elections scheduled to be held on 2nd May 2019 are uncertain at the moment, but we have been told to assume they are going ahead until we hear otherwise. There will be a decision by the Secretary of the State in January as to whether or not they will be postponed for a year until 2020. As soon as the Clerk receives any additional information, it will be circulated.

- b. Councillor Lomas has moved the MVAS unit to Stewkley Road but it will be leaving the village at the end of the week. The Sentinel discussed to ask Councillors to think about possible locations for the Sentinel. It was also discussed about looking onto purchasing yellow hi-visibility jackets and buying a speed gun. about
- c. There were none received.
- d. It was discussed and PROPOSED, SECONDED and UNANIMOUSLY APPROVED to respond to the consultation saying they accept the changes.

830. Finance:  
 (a) Accounts balances and Payments  
 (b) 18/19 Budget v's Actual Spend to 30<sup>th</sup> September 18  
 (c) Approve budget reallocation as recommended by Finance and HR Committee

a) Balances @ 27.11.2018

HSBC Community a/c	£ 27,098.55
HSBC BMM a/c	£ 92,405.43
HSBC War Memorial	£ 5,653.66
HSBC Long Spinney	<u>£ 109.92</u>
	£125,267.65

Bank reconciliation as at 27.11.18 was read out and will be circulated.

The following payments were read out and signed by two bank signatories during the meeting.

<b>WING PARISH COUNCIL - ACCOUNTS FOR PAYMENT NOVEMBER 2018</b>		
<b>Payee</b>	<b>Description</b>	<b>Amount (£)</b>
Salaries	Acting Clerk Salary & Exps Nov and Litter Collection Nov	£ 1,680.70
Joanna Craig	Hosting/SSL Certificate	£ 19.00
Bin Shop	Post Mountable Litter Bin	£ 84.59
Wingrave and Rowsham PC	1/3 Maintenance of MVAS Unit	£ 73.33
Wickstead Leisure	Play Area Inspection - Aug	£ 54.00
Wickstead Leisure	Play Area Inspection - Nov	£ 54.00
Wickstead Leisure	Play Area Maintenance	£ 1,166.47
Goldleaf Groundcare	Monthly Grounds Maintenance	£ 288.96
HMRC	PAYE	£ 296.09
Wing Village Hall	Room Hire - Nov	£ 82.00
Wing Village Hall	Room Hire - Extra Meetings Oct Less 30p overpayment	£ 31.70
Direct 365	Excess Weight Charge 12.10	£ 12.60
E.ON	Street Lighting Electricity	£ 340.74
E.ON	Street Lighting Electricity	£ 340.74
E.ON	Street Lighting Electricity	£ 340.74
E.ON	Street Lighting Electricity	£ 329.75
		£ 5,195.41

The Total amount of payments was PROPOSED, SECONDED and UNANIMOUSLY APPROVED.

- b) The Budget v's Spend up to 30<sup>th</sup> September was noted by the Council.
- c) The reallocation of the 18/19 budget recommended by the Finance and HR Committee was PROPOSED, SECONDED and UNANIMOUSLY APPROVED

831. Recreation Ground Project	<p>Paul Lambert gave an update on the project and about the meeting with the Tennis Club that took place prior to the Council meeting to discuss the revised plans that would involve changes to the tennis courts and facilities. Tennis Club members at the meeting will take the information back to their members to make a decision on if they are happy with the proposal.</p> <p>It was decided that for the initial meeting of the working party, it would be the Parish Councillors and the user groups but that the Sports and Social Club and Wing Village Hall Trust will be asked to be involved in the project too.</p> <p>The meeting needs to be organised asap in December.</p> <p>The Clerk was asked to find out if the S106 funding agreement can be changed.</p>
<p>832. Items for Discussion:</p> <p>a. Training</p> <p>1. GDPR</p> <p>2. New Councillor Training</p> <p>3. Chairmanship Training</p> <p>4. Training Requests</p> <p>b. Update regarding the Youth Club and how the Parish Council can help keep it running</p> <p>c. Amendments to the Public Participation Policy</p> <p>d. Amendments to the Complaints Policy</p> <p>e. Traffic issues – Recommend issues are passed to the new Road Safety working party</p> <p>f. Equipment for recording meetings and microphones</p> <p>g. Location for the Best Keep Village Signage</p> <p>h. Signage</p> <p>1. Jubilee Green and other Parish Council open spaces</p> <p>2. Reduce Speed</p> <p>i. Taylor Wimpey Land Agreement</p> <p>j. Village Christmas Tree</p> <p>k. SLCC membership for the Clerk</p>	<p>a. GDPR training for the Full Council was discussed at a cost of £350. It was PROPOSED, SECONDED and UNANIMOUSLY APPROVED for the course to be arranged. New Councillor Training for 4 Councillors was PROPOSED, SECONDED and UNANIMOUSLY APPROVED. Chairman training course for the new Chairman was discussed. It was agreed that Cllr Kellner should go to the course being held in February and Cllr Lomas will chair the Parish Council meeting as they are on the same evening. PROPOSED, SECONDED and UNANIMOUSLY APPROVED Training for the Clerk to attend a course on Managing requests for information and tricky questions PROPOSED, SECONDED and UNANIMOUSLY APPROVED.</p> <p>b. Cllr Jones provided an update on the Youth Club after the last meeting they had. There were 3 options discussed after Cllr Jones went through each option in detail. It was PROPOSED, SECONDED and APPROVED that the Parish Council take over the responsibility of the Youth Club as its own entity not the current CLG. The next steps will be to start the process, including gaining legal advice, and setting up an advisory group / working party to include members of the public. The running costs of the Youth Club will need to be added to the 2019/20 budget. All Cllrs will need to be DBS checked which Action for Youth will do on behalf of the Parish Council. For the Youth Club to run properly, there would need to be a pool of around 25-30 volunteers to work on a rota basis. Bucks CC will start the process and the local schools will need to be contacted.</p> <p>c. This was deferred to the 29<sup>th</sup> January meeting.</p> <p>d. It was PROPOSED, SECONDED and UNANIMOUSLY APPROVED to change the Chairman details to the new Chairman.</p> <p>e. It was PROPOSED, SECONDED and UNANIMOUSLY APPROVED for Cllr Crush and Cllr Tring to be part of the Road Safety Working Party along with the Wing Mums group. The first meeting will be to put a scope together for approval by the full Council.</p> <p>f. This item was deferred to the 29<sup>th</sup> January meeting.</p> <p>g. This item was deferred to the 29<sup>th</sup> January meeting.</p> <p>h. This item was deferred to the 29<sup>th</sup> January meeting.</p> <p>i. It was PROPOSED, SECONDED and UNANIMOUSLY APPROVED to arrange for signs to be put up around the trim trail by Taylor Wimpey before the land agreement is signed. 'Keep to the path' Enter the woodland area at your own risk' and Play equipment Ask Wickstead for a quote to carry out a play equipment report and pass it over to Taylor Wimpey It was PROPOSED, SECONDED and UNANIMOUSLY APPROVED to contact Cllr Glover and the Highways Development Agency to stop the path being reinstated from the top of the hill down to the corner of Stewkley Road / High St. as it will be dangerous.</p> <p>j. After discussing various locations, it was agreed to contact the landowners of the triangle of grass where the Wing village sign is to ask permission to put a Christmas tree up. Cllr Kellner will enquiry about a tree being donated. If not, one would be purchased. It was PROPOSED, SECONDED and UNANIMOUSLY APPROVED to spend a maximum of £300 on lighting and £150 on a tree. As funds spent would be from the Environment budget.</p> <p>k. This item was deferred to the 29<sup>th</sup> January meeting.</p> <p>l. It was PROPOSED, SECONDED and UNANIMOUSLY APPROVED to pay 1/3 of the MVAS Maintenance contract renewal which is £73.33 and being arranged by Wingrave and Rowsham Parish Council.</p> <p>m. It was PROPOSED, SECONDED and UNANIMOUSLY APPROVED to grant permission for the Church to hold a Carol singing concert on Jubilee Green in December.</p> <p>n. It was PROPOSED, SECONDED and UNANIMOUSLY APPROVED to apply for the grant for Road Safety. The Wing Mums would be contacted to ask them for an item they would like to apply for and it would be approved by the Parish Council by email.</p>

<p>l. MVAS Maintenance Contract renewal</p> <p>m. To grant permission for the Church to hold carol singing on Jubilee Green</p> <p>n. Police Property Act Fund grant application</p>	
<p>833. Discuss the applicants for the vacant Councillor position.</p>	<p><i>At this point in the meeting a resolution was passed to exclude the press and public from the meeting in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960 for the following items of business on the grounds that they may involve the likely disclosure of confidential and exempt information.</i></p> <p>The Council discussed the two applications received but felt they didn't have enough information about one of the candidates to be able to make an informed decision. It was agreed to ask the candidate for more information. It was also agreed that both candidates would be invited to an interview which will be held by three Councillors (Cllr Hellgren-Derry, Cllr Jones and Cllr Smith) and they will pass on their recommendation to the full Council at the 29<sup>th</sup> January meeting.</p>
<p>834. Date of next meeting</p>	<p>Thursday 10<sup>th</sup> January 2019 at 8pm</p>