



Wing Parish Council

Minutes of the Parish Council Meeting

Held on Tuesday 26th February 2019 in The Small Hall, Village Hall, Wing.

Present at start of meeting: Councillors: Mr J Lomas, Mrs C Hellgren-Derry, Mrs L Tabiner-Crush, Mrs L Tring, Mr A Jones, Mr M Reynolds, Mr S Moloney, Mr B Duke. Mr D Kellner joined the meeting at 20.40.

3 members of the public

Mrs C Power – Acting Parish Clerk

Mr J Furniss – Acting Deputy Clerk (Minutes)

Meeting start time: 20.00

All items prefixed by: 1902.

1. Chairman's Opening Statement

The meeting was opened by Cllr Lomas (Vice Chairman) on the absence of the Chairman who was attending a training session but hoped to join the meeting later.

2. Public Question Time (15 minutes)

For further information please refer to the Wing Parish Council Public Participation Policy.

A member of the public observed that the light on the 30mph sign on the entry to Wing was still out. The Acting Clerk confirmed that this was being pursued.

3. Apologies for Absence

To receive apologies for absence from Members.

The Acting Clerk advised that apologies had been received from:

I. Cllr McGwyre who was detained on work related matters. The Council accepted the apology unanimously.

II. Cllr N Smith who was absent due to long term sickness. The Council accepted the apology unanimously.

Cllr Lomas had already advised that Cllr D Kellner was absent at the start of the meeting due to attending a BALC training session for Council Chairmanship Skills but hoped to join the meeting as soon as possible.

4. Declaration of Acceptance and Register of Interest

i. *To receive a Declaration of Acceptance from B Duke*

ii. *To receive Register of Interest from B Duke*

The Acting Clerk confirmed that both had been completed and handed to the Acting Clerk before the meeting. Councillor Duke was welcomed as a member of the Council.

5. Declaration of interests from Members on Agenda Items

To receive declarations of personal and/or prejudicial interests from Members in matters on the Agenda

All Councillors declared an interest in the Recreation Ground as Trustees.

Cllr Hellgren-Derry declared an interest in the planning application 19/00479/APP as the applicant is known to her personally.

6. Dispensations

To receive dispensations for Members to speak and/or vote on items on the agenda in which they hold a declared personal and/or prejudicial interest(s).

The Acting Clerk reported that a dispensation had been requested by and granted to Cllr Duke to speak and vote on the Recreation Ground. All other councillors held existing dispensations for this. These dispensations will remain valid until the elections next year.

7. Review Councillor Membership to the Working Parties and the Finance, HR and Legal Committee

i. *To ask the new Councillors if they would like to join any of the working parties.*

Cllr Moloney expressed an interest in joining the Communications working party.

Cllr Duke expressed an interest in joining the Recreation Ground Working Party and Speedwatch.

ii. *To ask the new Councillors if they would like to join the Finance, HR and Legal Committee*

Cllr Duke expressed an interest in joining this committee.

8. Previous Minutes

i. *To resolve that the minutes of the Parish Council meeting held on Tuesday 28th January be signed as correct. Resolved.*

ii. *To resolve that the minutes of the Extraordinary Parish Council meeting held on Friday 8th February be signed as correct. Resolved.*

iii. *Receive the signed minutes from the Finance, HR and Legal Committee held on Tuesday 11th December 18*
All councillors confirmed receipt of the minutes.

9. County and District Councillors Report

To receive a report from Cllr Glover.

In the absence of Cllr Glover the Acting Clerk read out the report which included items on the following:

- Plans for a purge on weeds
- Renaming of the Early Health service to Family Health Service
- The Bucks CC Right of Way Consultation
- Household Waste site arrangements.

The full report is available on application to the Acting Clerk and will be published in What's On In Wing.

Councillors were concerned that the proposed charges for waste disposal at the tips would lead to an increase in fly tipping. It was agreed that a letter would be sent to Cllr Glover stating that the Council considered the proposed charges to be excessive.

10. Clerks report

To receive a report from the Clerk on activity since the last meeting.

Litter bins around the village have been missed throughout the month and AVDC have been contacted for them to be emptied. This is a current and on-going issue which Cllr Glover will be notified.

General update on the closure of the Martin Grant open space area is due to some health and safety issues relating to the pathways that need to have remedial work carried out before the area is to be re-opened. There will be notification put onto the website and Facebook page once the area is open again.

AVDC Chairman's event is taking place on 24th March, any Councillors that wish to attend need to inform the Acting Clerk.

BMKALC are gauging interest on a Media Training Course for Councillors. If any Councillors are interested in attending such a course, please could you get in touch with the acting Clerk.

Reminder that BMKALC would like to receive comments on the survey of Communities Framework by the end of February.

Following on from Cllr Glover's report on Thrift Farm at the previous meeting, the consultation on the future of Thrift Farm is now underway with 3 meetings scheduled in March and the online survey is scheduled to end on Tuesday 9th April.

Reminder that the Bucks Dignity in Care Awards 2019 closing date for nominations is 5pm on Friday 8th March 2019.

The HS2 team that came to visit the Parish Council have been in touch as during the meeting road safety within Wing was a concern raised by Councillors. They are going to send through information regarding the HS2 road safety fund and would also like to attend the next Road Safety Working Party meeting.

11. Councillor Reports

To receive reports from Councillors of activity since the last meeting.

No reports were received from Councillors

12. Planning Applications

[Note: Cllr Kellner joined the meeting at 8.40pm during this Agenda item]

To consider the following planning applications

i. 19/00401/ACL – Flat Ascott Farm, Ascott, Wing. Application for a lawful development certificate for existing use of a self-contained residential dwelling

Resolved: No Objection.

ii. 19/00479/APP – 74 Moorlands, Wing. Single storey side extension

Resolved: No Objection.

iii CM/0008/19 – Red Brick Farm, Dunton Road, Stewkley. Variation to condition 1 of planning application CM/0005/18 in order to allow the base of the earth bund to be 10 metres at Red Brick Farm, Dunton Road, Stewkley.

Resolved: That the response submitted by Wing Parish Council would support that decided by Stewkley Parish council at their meeting on 4th March next week.

13. Bucks CC Consultations

i. National Highways & Transportation Survey

To receive a recommended response to the National Highways & Transportation Survey.

It was agreed that this would be referred to the Environmental Working Party to complete on behalf of the Council

Resolved

ii. Rights Of Way Improvement Plan

To discuss a response to the consultation

There was some discussion including the suggestion that this be referred to the Ramblers to complete and an observation that the public survey was available for everyone to complete. No decision was reached.

14. [The Chairman used his discretion to take item 15 ahead of this item. The chair of the meeting was handed over to Cllr Kellner after item 15 had been dealt with. Cllr Kellner remained in the chair for the remainder of the meeting]

Recreation Ground Project

To receive a progress report on the Recreation Ground Project.

Receive current recommendation from the Recreation Ground Working Party

To consider the best course(s) of action to move the project forward

Cllr Kellner presented the current proposals which had been circulated to all councillors for consideration. These addressed concerns regarding parking spaces by moving the MUGA closer to the Pavilion. Richard Cottrell was due to come out to discuss the matter of Friday.

It was **resolved** to proceed on the basis of the circulated details.

It was **resolved** to withdraw the current planning application.

15. [This item was taken ahead of item 14. Cllr Lomas handed over the Chair to Cllr Kellner handed over the chair of the meeting after concluding this item]

Youth Club

To receive an update from Cllr Jones on the progress of the Parish Council taking over the youth club and to resolve on the next steps in the process.

Cllr Jones reported that at a meeting last month it was noted that the details on the leases showing what facilities are used by the youth club at the school are not the ones actually used by the youth club, and the lease has to be amended. The school will continue to allow the club to use the premises. A draft lease would need to be drawn up and as it would

take around 4.5 weeks to complete the transfer the documents would need to be with the Council by next months meeting.

The options are that either the CLG continues or it is would up. There is a possibility that it may close.

16. Almshouses Trustee Vacancy

To receive a recommendation from the Almshouses Trust of a suitable candidate to fill the current Parish Council nominated Trustee vacancy.

Cllr Lomas confirmed that it was a requirement that the Parish Council nominate a Trustee, to comply with the constitution of the Trust.

Alicia Wooley was nominated by the Council to fill this position. **Resolved**

17. Signage

To consider new and/or additional signage in the following areas

i. Jubilee Green

ii. Recreation Ground

iii. Other Parish Council Open Spaces

Suggestions were put forward for sign at each entrance and for No Dogs in the Children's Play Area

Cllr Hellgren-Derry will review the availability of appropriate signs.

18. CCTV

To receive a report on cctv in certain areas the village and discuss whether to progress any further.

Councillors agreed that there were reasons why CCTV surveillance in some areas, particularly Jubilee Green, might be advantageous.

It was agreed that Cllr Reynolds would obtain costings for consideration.

19. Quarterly Report on the Play Equipment in Jubilee Green

To receive the quarterly report from Wickstead and discuss the action of any maintenance highlighted.

Cllr Lomas highlighted the need for attention to the surface under the Hip Hop Swing, which was too low. Cllrs Kellner and Lomas will look at this together when they visit the location on Friday.

The Council gave approval to instruct Ivor to carry out the works identified in yellow on the circulated report.

Proposed: Cllr Tabiner- Crush. Seconded: Cllr Hellgren-Derry. Carried.

The Acting Clerk was asked to obtain quotations from Wickstead and other specialists for completion of the repairs highlighted in Blue on the report.

20. Litter Bins

To consider reinstating a litter bin opposite the pharmacy on the High Street.

Approval was given to order a replacement 110litre bin through AVDC. **Resolved**

21. Lighting in Bus Stops

To consider installing lighting into the bus stops on Aylesbury Road.

Cllr Lomas reported that the expected cost would be in excess of £600.

There had only been a single request from one concerned resident.

The Council agreed no further action at this stage but would review the situation in the event of requests from additional members of the public.

22. Ways of Increasing Transparency

To consider ways the Parish Council could increase the amount of information shared with the public.

The Acting Clerk advised the Council that whereas there were rules to which smaller and larger Councils must adhere in publishing documents to the website, Wing Parish Council did not fall within these rules. There was no obligation to publish any specific pieces of information, but it was considered good practice to follow the requirements for either the smaller or larger councils.

It was agreed that Agendas and Minutes should be posted to the website.

[The meeting reached this point at 22.00. The Chairman offered to briefly adjourn the meeting, which was accepted by the members]

23. Change of Bank Account – Update [The meeting resumed at this point at 22.05]

Consideration to changing the resolution made at January's meeting due to new information released about Metro Bank and to consider a new recommendation in the bank to change to.

It was decided to move the bank accounts to the Co-op Bank rather than Metrobank, since shares in the latter had fallen sharply following the January meeting of the Council. **Resolved**

24. LAF Meeting

Discussion of items ahead of the LAF meeting being held on the 28th February.

Cllr Lomas will attend the meeting.

Items to report are:-

- Unfinished roadworks
- Sentinel / speedwatch issues
- Support for the traffic calming measures petition including the 20mph speed limit request.

The council **resolved** to support the petition for traffic calming measures.

Cllr Lomas will seek clarification on the procedure regarding the petition.

25. Woodlands – Taylor Wimpey Site

- i. Review the arboriculture's report received from Taylor Wimpey and agree the works to be carried out.*
- ii. Start the process of appointing a solicitor to deal with the land agreement and transfer of title*

Discussion of this item was deferred.

[At this point in the meeting the Chairman directed the Council to deal with the business of the Addendum Agenda for the meeting included as a separate record at the end of these minutes]

26. Dog Wardens

Discuss the options available for Dog Wardens to patrol areas of concern in the village.

It was agreed to approach AVDC to increase patrols, particularly in the Jubilee Green and Recreation Ground areas.

Resolved

27. Tree Survey

To discuss the quotes received to carry out the tree survey at Long Spinney, Jubilee Green and the Recreation Ground.

It was agreed that the quotation from RGS would be accepted. **Resolved**

28. Internal Auditor

To review the appointment of the internal auditor.

It was agreed to refer this to Finance and HR Committee to progress.

29. Water Supply to the Scouts Area

To discuss the proposal from Martin Grant Homes to link a water supply to the Scouts area of Long Spinney.

It was agreed to accept the proposal. **Resolved**

30. Wing Spring Clean

To discuss holding a litter picking event in Wing linking in with 'The Great British Spring Clean' campaign being run by Keep Britain Tidy

It was agreed that the Council would provide support to the volunteers. **Resolved**

31. Wing Parish Council Office

To discuss the installation of the internet and any other items, such as office equipment or office furniture/storage, for the Parish Office.

Councillors Kellner and Lomas were authorized by the Council to complete the contract for the wi-fi on behalf of the Council. **Resolved**

The Council approved the purchase of a router at the cost of £90.00 **Resolved**

At this point the Chairman accepted a motion to close the meeting to the public under the provisions of the Public Bodies (Admission to Meetings) Act 1960. By reason of the confidential nature of the business to be transacted public discussion would prejudice the public interest. Resolved

32. Settlement in relation to Completed Services

To discuss the recent invoice received from a contractor and to determine the amount due for services received, following the early termination of a contract

Cllr Duke presented a report on his review of the breakdown of costs provided by Paul Lambert Associates.

The Invoice for the works in the sum of £5400.00 plus VAT was approved.

The payment would be made under covering letter clarifying that this was in full and final settlement of the account for these works. **Resolved**

It was **resolved** to suspend Financial regulations to permit the signing of this cheque, alone, by the authorised signatories, out of meeting, due to the urgent need to issue this payment.

33. Date of Next Meeting

Parish Council Meeting – Tuesday 26th March 2019 at 8pm Wing Village Hall

Minute relating to The Addendum Agenda Item as dealt with after item 25 and before item 26 of the main Agenda

1. Accounts Balances and Payments

To receive the bank reconciliations and note the list of payments for February.

Accounts balances were circulated to Councillors.

Payments for the month were approved. **Resolved**

Note: The wording in italics repeats the wording of the Agenda for clarity and does not form part of the minutes.