

Wing Parish Council

Agenda

You are hereby notified of the Wing Parish Council meeting being held on
Tuesday 23rd February 2021 commencing at 8pm via Zoom

Claire Power

Claire Power
Clerk of the Parish Council

Dated 17th February 2021

The Press and Public are welcome to attend the meeting via Zoom.

Zoom Link: <https://us02web.zoom.us/j/82213866129?pwd=bXdXaXNIN3lEM3BWQ2g1TzRXazExdz09>

Meeting ID: 822 1386 6129

Password: 054193

Telephone access is also available, and details maybe requested from the Clerk until Tuesday midday.

You will be requested to provide your name.

On joining the meeting, you will be placed into the waiting room pending attendance.

Your microphone will be automatically muted on entry to the meeting.

The waiting room for the meeting will be opened at 7.30pm. After 8pm, new requests to join may not be processed.

During the public participation time, members of the public may ask questions or make comments upon items on the Agenda at the invitation of the Chairman. Please raise your hand to indicate you would like to speak so that your microphone can be unmuted. There is no public participation during the rest of the meeting, unless invited to speak by the Chairman.

Business To Be Transacted At The Meeting

1 Chairman's Welcoming Statement

2 Governance

To affirm the reapplication of the Procedures and protocols for dealing with the Coronavirus (COVID-19) crisis to include without limitations amendments to Standing Orders, Financial Regulations, Scheduled meeting timetable changes and the dissemination of information to the public as resolved under resolution 2003.2.6 20th March 20.

2.1 To apply in the event of technical difficulties restricting the attendance of members of the Council such that this meeting becomes inquorate, or otherwise disrupted, such that the business of the Council cannot be completed.

2.2 To apply in the event that the next meeting of the Council cannot take place either for technical reasons or is suspended in accordance with any emergency legislation or official guidance.

3 Apologies for Absence

To receive apologies for absence from Members.

4 Public Question Time

Public participation will be permitted for a period of 15 Minutes.

Members of the public are able to

- a) make representations
- b) ask questions
- c) give evidence

relating to the business to be transacted.

A maximum of 3 minutes will be allowed for a member of the public to speak.

Supplementary comments or questions are solely at the discretion of the Chairman.

A person wishing to speak should gain the attention of the Chairman by raising their hand.

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

5 Unitary Councillor's Report

To receive a report from Cllr Glover and Cllr Cooper.

6 Clerks' Report

To receive a report from the Clerks on updates and activity on items since the last meeting and discuss any action required, these items will include, but not limited to the following:

Clerk

- New Accessibility compliant website
- Jubilee Green play equipment maintenance
- Correspondence received via email
- NHB Letter update

Deputy Clerk

- Street lighting faults and claims.
- Enquiries from the website, Facebook and phone calls.

7 Parish Reports

To receive reports and recommendations from Sub Committees, Working Parties and Advisory Groups and Councillors on activities since the last meeting and to determine the next required reporting date.

- 1) Road Safety/Speedwatch.
- 2) Village Sign.
- 3) HS2 Communication Network
- 4) London Luton Airport Arrival Flightpaths Consultation
- 5) Community Right To Bid nomination – Wing Sports and Social Club.
- 6) Councillor activities

8 Declaration of Interests from Members on Agenda Items

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

9 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).

10 Previous Minutes

To resolve that the minutes of the Parish Council meeting held on 26th January 2021 be signed as a correct record of proceedings.

11 Mental Health / Well-Being

- 11.1 To receive a presentation from a representative of Buckinghamshire Council.
- 11.2 To consider ways the Parish Council could provide or assist in the provisions for mental health / well-being.

12 Planning Applications

To consider submitting a consultee comment for the following planning applications:

- 12.1 21/00316/APP – Annex 1 Ivy Cottage, 43 High Street, Burcott
Change of use of Annex 1 from B and B to residential dwelling (for long term tenancy lets).
- 12.2 21/00386/APP – 15 High Street, Burcott
Two storey pitched roof rear extension and recessed front door alterations.

13 Recreation Ground Project

- 13.1 To receive an update on the projects progress.
- 13.2 To discuss the request to publish the recreation ground expenditure and grants funds spent so far onto the website.
- 13.3 To consider updating the Recreation Ground section of the website.
- 13.4 To consider regular publication of an update on the recreation ground project activities in What's On In Wing.
- 13.5 To consider the draft application to apply for a FCC Community Funds grant, this will include appointing an authorised signatory to submit the application on behalf of the Council.

14 Parish Charter Consultation

To consider submitting a response to the Parish Charter Consultation.

15 Buckinghamshire Local Plan Consultation

To consider submitting a response to the Buckinghamshire Local Plan Consultations

- 15.1 Statement of Community Involvement
- 15.2 Brownfield Call for Sites

16 Roles and Responsibilities

- 16.1 To consider appointing a Councillor to fill the current vacancy on the Finance, HR and Legal Committee.
- 16.2 To consider appointing a Council representative to be on the Committee for Wing Village Hall Trust.
- 16.3 To consider the draft tree warden job description.
- 16.4 To consider the draft play equipment warden job description.

17 Dormer's Hospital Charity Nominee

To discuss the request to renew a Parish Council nominated Trustee for another term.

18 Jubilee Green Anti-Social Behaviour

To consider quotations received to cut back and clear the shrubbery around the entrance to Jubilee Green by the Redwood Drive footpath so there is clear visibility of the area, making the area less of a magnet for antisocial gathering and littering.

19 Commemorative Bench

To receive a report and recommendations from Councillor Tabiner-Crush regarding contributing to commemorative bench or benches alongside a fundraising campaign by members of the public.

20 Treeworks

- 20.1 To consider the adoption of a Tree Policy.
- 20.2 To consider quotations received to reduce the crown of the 6th lime tree on the Recreation Ground as part of the on-going tree maintenance approved in 2020.
- 20.3 To consider quotations received for work in Long Spinney along the boundary with the paddock.
- 20.4 To consider quotations received for the tree survey and risk assessment of trees at Long Spinney (to include the Bewick Green area), Woodlands, Jubilee Green and the Recreation ground.

21 Bin on the High Street, Wing

To receive a report and recommendation from Cllr Kellner on an additional bin to be located outside the Convenience Shop on the High Street, Wing and the action required.

22 Internal Auditor

To consider the approval of Bridget Knight as the internal auditor for the 2020-21 year-end accounts.

23 Parish Office

To consider extending the rental agreement for Charlotte Cottage for the period 1st April 2021 to 31st March 2022.

24 Youth Club

To appoint a Councillor to lead the transition of the Youth Club over to the Parish Council.

25 Land Transfer Agreement – Taylor Wimpey – The Woodlands

- 25.1 To consider outstanding items and whether to enter into the agreement with conditions that Taylor Wimpey must fulfil in a satisfactory manner.
- 25.2 (Subject to 25.1) To nominate two Councillors to sign the agreement in the presence of the Clerk on behalf of the Council. To be undertaken at the Solicitors office by arrangement.

26 Woodlands Bin

- 26.1 To consider moving the bin from the Friendship Lane entrance to the Woodlands.
- 26.2 To consider requesting Buckinghamshire Council to add the trim trail bins to the weekly bin emptying schedule.

27 Land Transfer Agreement – Martin Grant Homes – Bewick Green

- 27.1 To consider how to move the land transfer agreement forward regarding the outstanding issue of the boundary fence with Moorlands.
- 27.2 (Subject to 27.1) To nominate two Councillors to sign the agreement in the presence of the Clerk on behalf of the Council. To be undertaken at the Solicitors office by arrangement.

28 May 2021 Elections

To consider publicising the May Elections and advertising becoming a Wing Parish Councillor.

29 Litter Picking

To discuss the recent message from a Wing resident about the issue of litter around the village, the bags of litter kindly picked up by walkers, and where they can be disposed of.

30 Emergency Plan

30.1 To review the outstanding information required to complete the Emergency Plan, to include nominations of the Emergency Management Team.

30.2 (Subject to 30.1) To consider the adoption of the revised Emergency Plan with Appendix 2 (Contact Information) to be updated with notifications of changes and alterations at least quarterly.

31 Account Balances and Payments

31.1 To confirm receipt of the January bank reconciliations.

31.2 To receive and authorise the list of payment transactions for February.

32 Training

To consider any training requests and/or requirements for the Clerks and Councillors.

33 Co-Option for Parish Councillor Vacancies

To consider applications received from individuals to be co-opted onto the Parish Council.

34 Employment Matters

To consider employment matters of the Clerks.

35 Date of Next Meeting

Parish Council meeting - Tuesday 30th March 2021 to commence at 8pm on Zoom.