

# Wing Parish Council

## Agenda

**You are hereby summoned to the Wing Annual Parish Council meeting being held on Tuesday 18<sup>th</sup> May 2021 commencing at 8pm in All Saints Church (Councillors and Clerks) and via Zoom (Public and Press)**

*Claire Power*

Claire Power  
Clerk of the Parish Council

Dated 13<sup>th</sup> May 2021

**Due to the current restrictions and legislation, the Council are required to meet physically in the same location. The Press and Public are welcome to attend the meeting via Zoom.**

**Zoom Link:** <https://us02web.zoom.us/j/83594394924?pwd=dkZXaHJqSFU0MzJ6UmZWUVIRT2tjZz09>

**Meeting ID:** 835 9439 4924

**Password:** 632654

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

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

### **Business To Be Transacted At The Meeting**

#### **1 Elect the Chairman of the Council**

To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office

#### **2 Elect the Vice Chairman of the Council**

To elect the Vice Chairman of the Council

#### **3 Chairman's Welcoming Statement**

#### **4 Declaration of Office**

To accept a signed Declaration of Acceptance of Office form from each of the 8 elected Councillors Allmark, Cronshaw, Hill, Kellner, Lomas, Mortain-Cogar, Tabiner-Crush and Tring.

#### **5 Apologies for Absence**

To receive apologies for absence from Members.

#### **6 Declaration of Interests from Members on Agenda Items**

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

#### **7 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).

#### **8 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.

## **9 Unitary Councillor's Report**

To receive a report from Councillor Blamires, Councillor Bond and Councillor Cooper.

## **10 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

- Transfer of the Youth Club lease to the Parish Council
- New Accessibility compliant website
- Jubilee Green play equipment maintenance
- Correspondence received via email
- Removal of bin in Woodlands
- May Elections and Co-option
- Land Transfer Agreement – Taylor Wimpey – The Woodlands
- Church Road Traffic Calming
- Replacement Bin for the High St / Prospect Place Junction
- Annual Parish Meeting
- Lime Tree Work on the Recreation Ground

Deputy Clerk

- Street lighting faults and claims.
- Enquiries from the website, Facebook and phone calls.
- Land Transfer Agreement – Martin Grant Homes - Bewick Green

## **11 Parish Reports**

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

- 1) Road Safety/Speedwatch.
- 2) Public Open Space, including Long Spinney.
- 3) Environment – Inc Wildflowers
- 4) Mental Health / Well Being
- 5) Pump Track.
- 6) Annual Parish Meeting
- 7) Bin on the High Street, Wing
- 8) Commemorative Bench
- 9) Other Councillor reports

## **12 Previous Minutes**

- 12.1 To resolve that the minutes of the Parish Council meeting held on 27<sup>th</sup> April 2021 be signed as a correct record of proceedings.

## **13 Planning Applications**

To consider submitting a consultee comment for the following planning applications

- 13.1 21/01574/APP – 3 Dormer Avenue, Wing  
Garage Conversion.
- 13.2 21/01711/APP – 29 Moorlands, Wing  
Single storey front and 1<sup>st</sup> floor dormer extensions

## **14 Ivinghoe Area Freight Zone Traffic Regulation Order Consultation**

To consider submitting a response to the Ivinghoe Area Freight Zone Traffic Regulation Order Consultation which closes on 4<sup>th</sup> June 21.

## **15 Recreation Ground Project**

- 15.1 To receive an update on the projects progress. To include information on the NHB Letter, FCC Application, resurfacing football pitch work.
- 15.2 To consider any actions required at this stage, to include but not limited to
  - Rootzone Treatment for the football pitch
  - To consider options for watering the newly seeded football pitch, cost not to exceed £2,500.
  - To consider the request from the Bowls Club to draw down the rest of the Crowdfunding money

## **16 Standing Orders**

To review the Standing Orders for Wing Parish Council.

## **17 Financial Regulations**

To review the Financial Regulations for Wing Parish Council

## **18 Council Structure**

To review the Council Structure:

18.1 Committees

18.2 Working Parties

## **19 Delegation Arrangements**

To review the delegation of authority arrangements of:

19.1 Committees

19.2 Officers

19.3 Local Authorities

## **20 Terms of Reference**

To review the terms of reference of:

20.1 Committees

20.2 Working Parties

20.3 Local Authorities

20.4 Standard Templates

20.4.1 Committees

20.4.2 Sub-Committees

20.4.3 Working Parties

## **21 Appointment of Members**

To consider the appointment of members:

21.1 Committees

21.2 Working Parties

21.3 Local Authorities

## **22 Review of Arrangements**

To review the arrangements with:

22.1 Other Local Authorities

22.2 Not-For-Profit Bodies

22.3 Businesses

## **23 Council Representatives on Local Bodies**

To review the Council representation on and work with external bodies and arrangements for reporting back to the Council, to include but not limited to:

23.1 Buckinghamshire and Milton Keynes Association of Local Councils

23.2 Buckinghamshire Council Liaison

23.3 Wing and Ivinghoe Community Board

23.4 North Buckinghamshire Parishes Planning Consortium

23.5 Wing Village Hall Trust

23.6 Dormer Hospital Trust

## **24 Asset Register**

To schedule a review of the inventory of land and other assets including office equipment and street furniture.

## **25 Insurance Arrangements**

To receive confirmation from the Responsible Financial Officer that arrangements for insurance cover in respect of all insurable risks are in place for the coming year.

## **26 Council Policies**

To schedule reviews of the Council's policies, including but not limited to:

26.1 Complaints Procedure

26.2 Freedom of Information and Data Protection

26.3 Dealing with Press/Media

26.4 Employment

26.5 Other

## **27 Power of Competence**

To review the Council's arrangements for becoming eligible to exercise the general power of competence in the future.

## **28 Subscriptions to other Bodies;**

Review the Council's and Officers subscription to the following bodies:

- 28.1 National Association of Local Councils
- 28.2 LCR Magazine
- 28.3 Buckinghamshire and Milton Keynes Association of Local Councils
- 28.4 Society of Local Council Clerks
- 28.5 North Buckinghamshire Parishes Planning Consortium
- 28.6 Parish Online

## **29 Expenditure under s.137 of the Local Government Act 1972.**

To review the Council's expenditure incurred under s.137 of the Local Government Act 1972.

## **29.30 Meeting Dates**

29.130.1 To determine the time and place of ordinary meetings of the Council up to and including the next Annual Meeting of the Council.

29.230.2 To determine the time and place of ordinary committee meetings up to and including the next Annual Meeting of the Council.

## **30.31 Risk Schedule**

To consider the Council's Risk Schedule.

## **31.32 Clerk Resources**

To consider the purchase a current edition of Arnold Baker.

## **32.33 Training**

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

## **33.34 Financial Reports and Payments**

33.134.1 To confirm receipt of the April bank reconciliations.

33.234.2 To authorise the list of due payments which arise on a regular basis under Financial Regulations 5.6.

33.334.3 To receive and authorise the list of payment transactions for May.

## **34.35 Co-Option for Parish Councillor Vacancies**

To consider applications received for the three Parish Councillor vacancies following the May 2021 elections.

## **35.36 Employment Matters**

To consider employment matters of the Clerks, in accordance with Financial Regulations 1.14 part 3.

## **36.37 Date of Next Meeting**

To be confirmed under agenda item 31.1.