

Wing Parish Council

Minutes

of the Wing Parish Council meeting held on Wednesday 9th June 2021 commencing at 8pm in the Small Hall, Wing Village Hall (Councillors and Clerks) and via Zoom (Public and Press)

Councillors Present: Kellner (Chairman), Lomas, Cronshaw, Tabiner- Crush, Tring, Mortain-Cogar, Hill and Davidson.
(2 vacancies)

Buckinghamshire Councillors: Blamires and Cooper

Public : 3 at start of meeting.

Clerks: C Power, J Furniss

Minutes: J Furniss

Start of meeting 8.00 pm

Agenda wording is included for clarity

All items are prefixed by 2106.1.

1. Chairman's Welcoming Statement

The Chairman welcomed everyone to the meeting

2. Declaration of Office

To accept a signed Declaration of Acceptance of Office form from Councillor Sanchia Davidson.

The Clerk advised the Council that a completed Declaration of Acceptance of Office form had been received from Councillor Sanchia Davidson before the meeting.

3. Apologies for Absence

To receive apologies for absence from Members.

Apologies were accepted from Councillor Allmark.

4. Declaration of Interests from Members on Agenda Items

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

Councillor Kellner – Recreation Ground

Councillor Tabiner-Crush – Recreation Ground

Councillor Tring– Recreation Ground

Councillor Lomas – Recreation Ground and planning application 11.1.

Councillor Cronshaw – Recreation Ground

Councillor Mortain-Cogar – Recreation Ground

Councillor Hill – Recreation Ground

Councillor Davidson – Recreation Ground

5. 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 Clerk confirmed a dispensation request to be able to speak and vote on matters related to the recreation ground had been received from Councillor Davidson and was granted. All Councillors had now been granted dispensations to speak and vote on the recreation ground as without dispensations the Council would not be able to conduct matters relating to the recreation ground. These dispensations will last for 4 years, until the next elections due in May 2025.

6. Public Question Time

There were no comments or questions from the Public.

7. Unitary Councillor's Report

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

Councillor Blamires gave a report on meetings with Amicus and the current situation on the Airfield. The two residents that had been causing concern no longer lived there. If there are any concerns in the future the Buckinghamshire Councillors may be contacted.

Councillor Blamires confirmed that the Parish Council had not previously been informed of the works at Chesterfield Crescent which have been exploratory to establish what would be a suitable use. A Freedom of Information Request may be needed to obtain sight of the results of that testing.

The latest Lockharts Farm planning application has been recommended for refusal.

(The Chairman Re-affirmed that the Parish Council had not previously been informed of the works at Chesterfield Crescent. Councillor Mortain-Cogar commented that he was also a member of the PCC which was also closely involved with the Amicus Residents).

Councillor Cooper reported that as the new 3-member wards were a new experience for the Councillors, they were arranging meetings to discuss how best to work collaboratively. The Parish Council will be informed of what arrangements are agreed.

So far there has been a lot of training for the new Councillors with more to come.

The first meeting of the new Buckinghamshire Council had taken place in a Sports Hall.

The Community Boards will be holding a pre-meeting next week with details of the meeting programme to follow.

The Local Area Technicians (LAT's) now work directly for Buckinghamshire Council and there will now be monthly meetings with the LAT and their Manager to discuss highways matters.

Planning now has a Cabinet Member and will be addressed by 3 committees. The Strategic Committee has responsibility for major developments, Minerals and Waste. The North and Central Committees deal with minor amendments. Councillor Cooper will be on all three committees and will be restricted in the support he can give in future on planning matters. Councillor Blamires is on Transport and Education and will be able to assist on planning issues.

[Item 11 was taken at this point in the order of proceedings.]

8. 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
- Land Transfer Agreement – Taylor Wimpey – The Woodlands
- Church Street Traffic Calming
- Replacement Bin for the High St / Prospect Place Junction

The Clerk provided a report to the meeting which is included as Appendix A to these minutes.

Deputy Clerk

- Street lighting faults and claims.
- Tree Survey
- Overgrowing Hedges – Moorhills Road/ Moorlands Junction and William Bandy Close/Woodman Close
- Friendship Lane Watering.
- Land Transfer Agreement – Martin Grant Homes - Bewick Green
- Enquiries from the website, Facebook and phone calls.

The Deputy Clerk provided a report to the meeting which is included as Appendix B to these minutes.

Councillor Mortain-Cogar requested that the overgrown hedges at the bottom of the High Street round into Stewkley Road be included in the reports for attention to the owners

9. 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.

Road Safety/Speedwatch.

Nothing to report.

Public Open Space, including Long Spinney.

Formal working parties have been well attended. Volunteers from the Duke of Edinburgh's scheme have become involved.

Environment – Inc Wildflowers

Two areas have now been seeded around the base of the Village Sign and at the bottom of the High Street at the junction with Stewkley Road.

A new volunteer has joined the group.

New areas for seeding are being explored.

Mental Health / Well Being

Nothing to report.

Pump Track.

Nothing to report.

Bin on the High Street, Wing

Nothing to report.

Commemorative Bench

The Council bank account details are required to enable the funding raised to be transferred. An application to the Community Board for the additional funding needed will be made once the funding for 2021-22 is opened.

Other Councillor reports

Councillor Mortain-Cogar reported that he had visited all the play areas and that there was a nut missing on one of the pieces of equipment. The Meadow Way (Martin Grant) playground requires cutting. The Woodlands (Taylor

Wimpey) play area is getting overgrown and seems to have been missed. Jubilee Green appears to be in good order.

10. Previous Minutes

To resolve that the minutes of the Parish Council meeting held on 18th May 2021 be signed as a correct record of proceedings.

Resolved: The Council resolved that the circulated minutes be approved for signature as an accurate record of the Annual Parish Council meeting held on Tuesday 18th May 2021.

11. Planning Applications [This item taken after item 7 in the order of proceedings]

To consider submitting a consultee comment for the following planning applications

11.1 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).

Resolved: The Council resolved to offer No Objection to this application. (1 abstention)

11.2 21/01919/APP – Glebe Farm, Stewkley Road, Wing

Installation of recessed solar panels into the roofs of the barn conversions.

Resolved: The Council resolved to offer No Objection to this application.

11.3 21/01926/APP – Cedar Farm, Cublington Road, Wing

Erection of extension to existing building (E(g)/B8) and erection of second building (E(g)/B8).

Resolved: The Council resolved to offer No Objection to this application but requests that the Archaeological status of the site be taken into account.

11.4 21/02009/APP – 23 Dormer Avenue, Wing

Erection of single storey side extension.

Resolved: The Council resolved to offer No Objection to this application. (2 abstentions)

11.5 21/02091/APP – 1 Wantage Crescent, Wing

Single storey rear extension.

Resolved: The Council resolved to offer No Objection to this application.

12. Recreation Ground Project [This item followed item 10 in the order of proceedings.]

12.1 To receive an update on the projects progress. To include information on the NHB Letter, FCC Application and the resurfacing football pitch work.

The Clerk reported that the NHB has responded that the availability of the funding has been extended to March 2022 but with additional conditions that will need to be accepted. The draft agreement will be circulated to all Councillors to consider for approval at next meeting. Councillor Cronshaw will review the new conditions.

A response from the FCC is expected by the 14th June.

Councillor Kellner reported that the Root Zone had been applied to the football pitch and reseeding will hopefully be completed by the end of the week. Councillor Cronshaw queried whether the works had proceeded to plan as it did not appear wide enough to turn the pitch at right angles to even out wear. Councillor Kellner advised that area was not as planned as the location of the gas pipe had restricted the width, which had been adjusted accordingly.

12.2 To consider any actions required at this stage, to include but not limited to:

- To consider options for watering the newly seeded football pitch, cost not to exceed £2,500.

The Fire Brigade will be asked whether they can utilise the pitch as a test area for the nearby hydrants, to water the new grass whilst they carry out their tests.

13. Council Structure

To review the Council Structure:

Committees

Deferred

Working Parties

Deferred

14. Scheme of Delegation

To review a drafted Scheme of Delegation which includes delegation of authority arrangements (for Committees, Officers and Local Authorities) and Terms of References (for Committees, Working Parties, Local Authorities and Standard Templates (for Committees, Sub-Committees and Working Parties)).

Resolved: The Council resolved to accept the Delegation of Authority arrangements for the Clerks.

Deferred: The Council deferred the Delegation of Authority for Committees and Terms of References.

15. Appointment of Members

To consider the appointment of members to:

Committees

Deferred

Working Parties

Deferred

Local Authorities

Deferred

16. Council Policies

To receive recommendations following a review of the Council's policies, including but not limited to:

Complaints Procedure

Deferred

Freedom of Information and Data Protection

Deferred

Dealing with Press/Media

Deferred

Employment

Deferred

Other

Deferred

17. Play Area Maintenance

To consider the following play area maintenance items:

Repairs to the Hip-Hop See-Saw play equipment in Jubilee Green.

Councillor Kellner advised that he had located a source, Proludic, for the required parts at a cost of £89.00 and has offered to carry out the repair.

The Deputy Clerk advised that an enquiry had been placed with the Council's insurers to seek confirmation that this would not affect the public liability cover.

Quarterly play equipment assessments for Jubilee Green, Meadow Way and Beech Tree Lane.

Councillor Mortain-Cogar has been making weekly visual checks on the equipment.

Resolved: The Council resolved that a suitably qualified company would be instructed to carry out quarterly inspections.

Grass cutting and weed control maintenance for Meadow Way play area.

This will now be dealt with by the Clerks under delegated authority.

18. Training

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

This will now be dealt with by the Clerks under delegated authority.

19. Financial Reports and Payments

To confirm receipt of the May bank reconciliations.

The members acknowledged receipt of the May bank reconciliations which were endorsed by the Chairman.

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

The Clerk advised that there was an additional item relating to the reconnection of one of the streetlights of £2,691.60, bringing the total to £10,266.84 for approval.

Resolved: The Council resolved to approve the Accounts for Payment May 21 attached as Appendix C to these minutes plus the additional £2,691.60 to UKPN.

20. Co-Option for Parish Councillor Vacancies

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

Resolved: The Council resolved to co-opt Helen Sunday to fill one of the vacancies on the Council. The Council now has only one vacancy available for co-option, going forward.

21. Date of Next Meeting

Tuesday 29th June 2021 at 8pm in the Small Hall, Wing Village Hall (Councillors and Clerks) and via Zoom (public and Press). Subject to change depending on Government Regulations.

Meeting Closed: 21.50.

- Transfer of the Youth Club is with the solicitors. I have emailed them to ask for a progress update, I'm waiting for a reply and will chase early next week.
- New Accessibility compliant website is progressing with documents being prepared.
- The Hip Hop swing on Jubilee Green has been removed pending maintenance as the bearings inside the equipment were faulty.
- The bin at the Friendship Lane entrance to the Woodlands has been removed. It will be power cleaned before being placed in storage while the impact of the bin being removed is assessed. The bin will then either be placed at the Beech Tree Lane play area or another suitable place will be found within the parish.
- The solicitors have been emailed letting them know the Parish Council is in a position to move the Land Transfer Agreement with Taylor Wimpey forward for the Woodlands area. I'm awaiting a reply from them and will chase early next week.
- A meeting with both schools, the Police and the Parish Council has been arranged for mid-June to discuss how to improve the Church Street traffic issues.
- Replacement Bin for the High St / Prospect Place Junction has been ordered.
- NALC Newsletter has been circulated
- Parish Liaison meeting information has been received and circulated. The Dates are:
14th July, 13th October and 19th January 22

Street lighting faults and claims.

1. o/s 13 Leighton Road – should have been reconnected end of March. UKPN have now responded that this cannot now be allowed as a reconnection and must be a new service, starting the process from the beginning.
2. o/s 39 Leighton Road – We are still awaiting a response on this one from UKPN
3. o/s 19/21 Moorhills Road. Reconnection has been paid for. We do not yet have a date for when UKPN have programmed this in. UKPN have indicated that this too will not be allowed as a reconnection.
4. Moorhills/Moorlands/ Moorlands Road junction. Reconnection has been paid for We do not yet have a date for when UKPN have programmed this in. UKPN have indicated that this too will not be allowed as a reconnection.
5. o/s 44 Dormer Avenue. A new column has been erected and we await confirmation of when the supply will be transferred, following which the old, damaged column will be removed. This has been chased with the contractors and UKPN have been requested to expedite the transfer of service.

A response has been sent to UKPN requesting that they expedite re-establishing the connections, as paid for, without further delay and discuss any administrative adjustments they require, after the streetlights are back in operation.

Overgrowing Hedges – Moorhills Road/ Moorlands Junction and William Bandy Close/Woodman Close – Nothing to report. Still being followed up.

Friendship Lane Watering.

Letter has been prepared and passed to the Clerk for delivery.

Beech Tree Lane

A response has been received from Hightown Housing Association They have received an anonymous ASB report and have taken action but need contact details from complainants to keep them updated. They are following up the reports regarding the car ports which should have been returned to original appearance and intended use by the end of May.

In order to effectively manage ASB, they need direct contact with identifiable victims and witnesses so that they can take further action in line with their procedures. They also ask for diary sheets to be completed and returned to them to enable them to follow up on such reports.

They have provided website and contact details for residents to report issues to the Housing Association which will be posted on the website and may be made available via Facebook.

Hip Hop Swing Repair

An enquiry has been placed with Insurers to establish whether the Council insurance position would be prejudiced by a Councillor carrying out the works. A response is still awaited.

Enquiries from Website.

Allotments. The Enquirer was redirected to the Allotments Society and Buckinghamshire Council asked to update their records so that they can give out accurate information, in future.

Tommy Silhouettes we have had an enquiry regarding where we sourced the silhouettes of the Airman and Seaman from Totternhoe Memorial Hall (TNH). As they are no longer available, we are exploring the possibility of taking patterns from those we have partly to assist the TMH but also as a resource for the Council to safeguard against future loss.

Fence at Moorlands – We had an enquiry from a homeowner who stated that they had been told that the fence was theirs by Martin Grant Home Ltd (MGH) around the time that they purchased the property.

We were asked to advise them upon the situation as they felt it was unclear as to what had been agreed with the Parish Council.

They were advised that there had been no agreement made regarding the fence which Martin Grant Ltd erected and were not intending to accept the transfer of the fence to be an ongoing responsibility on the Council tax-payer.

It was confirmed that we had no details of agreements made between MGH and individual homeowners and that we were not able to comment upon the current ownership of the fence to their property.

They were referred to their conveyancing solicitors, previous ownership or MGH for further clarification.

WING PARISH COUNCIL - ACCOUNTS FOR PAYMENT MAY 21				
Payee	Description	Pay't Method	Amount (£)	VAT (£)
E.On	Electricity - Streetlights - May 21 Inv	DD	£ 408.11	£ 68.02
Salaries	Litter Collection May, Clerk Salary & Exps May, Deputy Clerk Salary and Exps May and NEST Contributions	electronic	£ 2,499.03	
HMRC	PAYE - May	electronic	£ 271.31	
Wing Village Hall Trust	Office Rent - June - Inv 105250	electronic	£ 375.00	
Goldleaf	Monthly Groundcare Maintenance - Inv 11478	SO	£ 288.96	£ 48.16
Liz Morgan	Partial Grant Contribution to Foodbank Expenses	electronic	£ 194.18	
Liz Morgan	Partial Grant Contribution to Foodbank Expenses	electronic	£ 124.48	
Liz Morgan	Partial Grant Contribution to Foodbank Expenses	electronic	£ 22.01	
Wing Bowls Club	Exps for the automated irrigation system	electronic	£ 523.53	
Louise Tabiner-Crush	Wildflower Seeds and Planter for the Planters	electronic	£ 61.76	
Balguard	New Village Sign - Inv 1351	electronic	£ 1,200.00	£ 200.00
BMKALC	BALC/NALC/LCR Subscription 2021-22 - Inv 2921	electronic	£ 491.11	
Direct 365	Quarterly Bin Hire and Duty of Care Documentation	electronic	£ 207.60	£ 34.60
NBPPC	Membership Fee 2021-22	electronic	£ 20.00	
What's On In Wing	Long Spinney Adverts - Inv 10051	electronic	£ 30.00	
Joanna Craig	Website Hosting - Apr - Inv	SO	£ 19.00	
Aylesbury Main	Column Replacement - Dormer Avenue - Inv 20434	electronic	£ 839.16	£ 139.86
UKPN	Reconnection of Moorlands-Moorhills Junction - Inv 3700013352	electronic	£ 2,691.60	£ 488.60
			£ 10,266.84	