

Wing Parish Council

Minutes

Parish Councillors: David Kellner (Chairman), John Lomas, Liz Tring, , Sanchia Davidson, Helen Sunday and Phil Cronshaw (See note under item 3 below)

Buckinghamshire Councillors: Diana Blamires and Peter Cooper

Public: 6

Clerks: Claire Power, John Furniss (Deputy)

1 Chairman's Welcoming Statement

The Chairman welcomed everyone to the meeting and expressed thanks to Councillor Sunday for her work on the presentation for the meeting with the public regarding Chesterfield Crescent which had been a success.

2 Governance

2.1 Apologies for Absence

To receive apologies for absence from Members.

RESOLVED. The Council resolved to accept apologies from Councillor Tabiner- Crush

RESOLVED. The Council resolved to accept apologies from Councillor Mortain- Cogar.

Councillor Blamires advised that Councillor Bond sent his apologies.

2.2 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 members present declared an interest in the Recreation Ground.

Councillor Tring declared an interest in planning item 6.3.

*Councillor Cronshaw declared an interest later in the meeting

2.3 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 that all councillors held valid dispensations to speak and vote on Recreation Ground matters which were valid until the next election.

3 Public Participation

- A request was made for the Council to grant permission to the Scout Group to use Jubilee Green for an event on the afternoon of the Jubilee Celebrations in June.

The Chairman thanked them for their request and confirmed that it could be considered during the item 11 of the Agenda which would be brought forward.

[*NOTE: Councillor Cronshaw joined the meeting during this item at 8.11pm and apologised for his late arrival. The Chairman invited him to make any declaration he wished. Councillor Cronshaw declared an interest in the Recreation Ground]

4 Parish Reports

4.1 Unitary Councillor's Reports

To receive reports from Councillor Blamires, Councillor Bond and Councillor Cooper.

Councillor Blamires advised that Greg Smith had stated that a pot of money had become available that might be available for a major road project such as a ring road for Wing, but no action would be taken by Buckinghamshire Council unless it had a consensus of support from the residents of Wing.

This could be achieved through meetings and leaflets through doors, which Buckinghamshire Council would fund and arrange distribution for.

Councillor Cooper advised the Buckinghamshire Council budget meeting would be tomorrow the 23rd February. Updates will be available for next month's meeting.

He also expressed thanks to the Highways for Bucks Local area Technicians who had been working hard over the previous week dealing with the aftermath of the storms to keep the highways clear.

4.2 Clerks' Report [Taken after 4.3]

To receive a report from the Clerks with updates on activities since the last reports.

The Clerk thanked Councillor Cooper for his assistance with flooding and provided a verbal report covering

- Grant funding
- Youth Club Lease transfer
- Taylor Wimpey land transfer paperwork.
- Youth Council
- 20mph speed limits
- Medical Building and Car Park
- Replacement Bin
- Buckinghamshire Council Streetlights
- Mount Pleasant Farm
- Jubilee Green
- Wildflowers Pilot Project
- Meetings Attended

The full report is attached as Appendix A to these minutes.

The Deputy Clerk gave a verbal report covering

- Streetlights
- Correspondence received and actioned

The full report is attached as Appendix B to these minutes

4.3 Parish Reports [Taken before 4.2]

To receive reports and recommendations from Committees and Councillors on activities since the last meeting.

Councillor Tring read out notes from Councillor Tabiner- Crush who had attended the Village Hall and Community Board meetings.

Councillor Tring reported that she had attended meetings of the Community Board, Long Spinney Management (Walk), Rothschild Funding and the Neighbourhood Development Plan

Councillor Sunday reported that she had attended meetings on the Environment, Long Spinney Management (Walk), Recreation Ground, Cottesloe School Governors, Youth Club, new owners of Burcott Lodge and the Chesterfield Crescent public meeting. The presentation from this meeting is to be sent to Buckinghamshire Council and the proposals from Wing Parish Council need to be with Buckinghamshire Council by the end of March. She had also attended the Neighbourhood Plan meeting.

Councillor Cronshaw had attended the Neighbourhood Development Plan meeting and otherwise been involved in the Recreation Ground Tenders and evaluations.

Councillor Davidson had been applying for funding from Community Board (Long Spinney Storage facilities), Let's Create (Jubilee celebrations projects), Neighbourhood Plan Review funding, HS2 (Crossings opposite the Dove and Church Street) and has been researching other funding sources including musical play equipment for the Recreation Ground and accessible benches.

There are further meetings planned with the tree advisor.

Councillor Lomas reported that he had been to several of these meetings but had mainly been engaged in works in Long Spinney.

Councillor Kellner had been to meetings with the Community Board, Neighbourhood Development Plan, Sports and Social Club

[Items 11 and 8 were taken following Item 4]

5 Previous Minutes

5.1 *To resolve that the minutes of the Parish Council meeting held on 25th January 2022 be signed as a correct record of proceedings.*

RESOLVED. The Council resolved to amend the wording on the first line of item 11.1 on page 5 to read "with" as opposed to "which".

RESOLVED. The Council resolved to amend the wording of item 4.3 second line to read "reported" as opposed to "report".

RESOLVED. The Council resolved to amend the wording of item 9.1.4 to read "flat packed container" as opposed to "IOX".

RESOLVED. The Council resolved that the so amended minutes should be signed as an accurate record of the proceedings of the Parish Council meeting held on 25th January 2022

5.2 To receive the signed minutes of the Communications Committee meeting held on 13th December 2021.

Members acknowledged receipt of the signed minutes of the Communications Committee meeting held on 13th December 2021.

5.3 To receive the signed minutes of the Environment and Planning Committee meeting held on 13th December 2021.

Members acknowledged receipt of the minutes of the Environment and Planning Committee meeting held on 13th December 2021.

6 Planning Applications

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

6.1 22/00182/APP – Holly Tree, 9 Soulbury Road, Wing
Householder application for two storey side and rear extension and single storey rear extension.

RESOLVED. The Council resolved to offer No Objection to this application

6.2 22/00224/APP – 29 Rothschild Road, Wing
Householder application for erection of front porch

RESOLVED. The Council resolved to offer No Objection to this application

6.3 22/00393/APP – 18 Hawthorne Way, Wing
Householder application for erection of single storey front extension.

[Councillor Tring left the room before this item was discussed and returned after voting on the resolution had been completed.]

RESOLVED. The Council resolved to offer No Objection to this application.

7 Consultations

7.1 To consider submitting a response to the Local Government Boundary Commission for England consultation 'Have Your Say on a New Political Map for Buckinghamshire Council' to be submitted by 4th April 2022.

Councillor Sunday will attend the meeting on the 2nd March and Councillor Kellner will attend on the 9th March. They will prepare a draft response to be circulated for consideration and approval ~~the at~~ at the next meeting

7.2 To consider submitting a response to the Future Luton 'Making Best Use of our existing Runway' consultation to be submitted by 4th April 22.

Councillor Lomas will approach Councillor Mortain- Cogar for assistance in putting together a draft proposal for the next meeting.

8 Community Grant Applications [This item was taken after item 11]

To consider the Community Grant application forms received from Wing Lunch Club, Wing Sports and Social Club and Wing Snooker Club.

2021-22 year:

RESOLVED. The Council resolved to grant £250 from this budget to the Lunch Club.

RESOLVED. The Council resolved to grant £376 from this budget to the Wing Sports and Social Club to fund an electrician.

2022-23 year:

RESOLVED. The Council resolved to grant £250 from this budget to the Lunch Club.

There was no request from the snooker club for consideration

[Item 5 followed item 8]

9 Recreation Ground Improvements Project

9.1 To receive an update on the projects progress.

Councillor Cronshaw summarised the content of the Pavilion and Carpark Tender evaluation report circulated prior to the meeting which gave details of the tendering and evaluation processes that had been followed

9.2 To consider any actions required at this stage.

9.2.1 To consider ideas and funding opportunities to improve the teenage shelter area.

RESOLVED. The Council resolved that Councillor Davidson should explore funding opportunities and apply for funding for teenage equipment items for the recreation ground.

9.2.2 To consider the tender applications received for the Design and Build a New Pavilion tender.

RESOLVED. The Council resolved approval of Healthmatic as the preferred tenderer.

[The Chairman offered the meeting a break at 10.00 pm and suspended proceedings following discussion of Item 9. The meeting resumed at 10.07pm]

10 Youth Club

To receive an update on the transfer of the Youth Club over to the Parish Council and consider any actions required to move the project forward.

DEFERRED

11 Jubilee Celebrations [This item followed item 4 of the Agenda]

11.1 To receive an update on the Jubilee projects previously agreed (Bug Palaces, wood carving events and Street Art Exhibition).

(The Chairman invited participation from the public)

Discussion followed on possible funding opportunities led by Councillor Davidson

Councillor Sunday suggested an accessible calendar of events which was taken up by Councillor Davidson.

The Sports and Social Club representative offered the Club facilities in case of inclement weather.

RESOLVED. The Council resolved to provide an interactive calendar.

11.2 To consider participating in the Jubilee Beacon national event on 2nd June.

RESOLVED. The Council resolved to arrange a beacon lighting ceremony and invite the Deputy Lord Lieutenant of Buckinghamshire to perform the lighting.

11.3 To consider other ideas to celebrate the Jubilee across the Parish.

RESOLVED. The Council resolved to grant permission to the Scouts to use Jubilee Green for a Jubilee event on Saturday June 4th.

11.4 To consider advertising events happening across the Parish.

RESOLVED. The Council resolved place an advert in WOIW for the April edition inviting people to provide details of events taking place so they can be added to the events calendar (or add it themselves) by 30th April so that we can create a timetable poster to be displayed all over the village, Facebook, website etc.

[Item 8 was taken after this item]

12 Event to Thank Volunteers

To consider organising an event to thank the volunteers across the parish.

RESOLVED. The Council resolved to combine this with the Jubilee celebrations.

13 Annual Parish Meeting

To consider:

13.1 Setting a date for the Annual Parish Meeting

RESOLVED. The Council resolved that the annual Parish Meeting will be held on Friday 6th May 2022

13.2 Delegating authority to the Clerks to make the arrangements for room hire, beverages, advertising the meeting and publicising the Community Grants and contacting community groups asking them if they would like to participate at the meeting and share their activities over the past year.

RESOLVED. The Council resolved to delegate authority to the Clerks to make the arrangements for room hire, beverages, advertising the meeting and publicising the Community Grants and contacting community groups asking them if they would like to participate at the meeting and share their activities over the past year.

14 Parish Council Action Plan

To consider the drafted Parish Council Action Plan for 2022-23.

RESOLVED. The Council deferred this to the March meeting.

15 Open Spaces Tenders

To consider the following drafted tender documents for approval to go out to tender:

15.1 *Grass Cutting of Meadow Way Play Area to include litter picking, weeding the flower beds and footpaths.*

RESOLVED. The Council resolved to approve the drafted tender for Grass Cutting of Meadow Way Play Area to include litter picking, weeding the flower beds and footpaths.

15.2 *Grass Cutting on the Woodlands development to include an autumn cut of the bushes on the land.*

RESOLVED. The Council resolved to approve the drafted tender for Grass Cutting on the Woodlands development to include an autumn cut of the bushes on the land.

16 Annual Playground Inspections

To consider the quotes received to carry out the annual playground inspections at Jubilee Green, Meadow Way and Beech Tree Lane play areas.

RESOLVED. The Council resolved to appoint Wicksteed to carry out the annual playground inspections at Jubilee Green, Meadow Way and Beech Tree Lane play areas.

17 Internal Auditor

To consider the appointment of an Internal Auditor for the 2021-22 Internal Audit.

RESOLVED. The Council resolved to continue with Mrs B Knight as Internal Auditor for a further year to carry out the 2021-22 Internal Audit.

18 Account Balances and Payments

18.1 *To receive the bank reconciliation for January.*

All members acknowledged receipt of the bank reconciliation for January.

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

The RFO advised that after inclusion of the grants from the 21-22 budget of £250 to the Lunch Club.

and £376 to the Wing Sports and Social Club approved at item 8 of the meeting the total for approval was amended to £8790.31.

RESOLVED. The Council resolved approval of payments for the month as detailed in the sum of £8790.31. (Included as Appendix 3 to these minutes)

19 Co-Option for Parish Councillor Vacancies

To consider applications received for the current Parish Councillor vacancies.

The Clerk confirmed that no new applications had been received.

20 Progress Staffing Issues

20.1 *To consider the Clerk carrying 5 days holiday over from 2021-22 to the 1st week in April 22.*

RESOLVED. The Council resolved to approve the Clerk carrying 5 days holiday over from 2021-22 to the 1st week in April 22.

20.2 *To consider the advice received from BMKALC regarding employees employed on the NJC pay scales.*

RESOLVED. The Council resolved to follow the advice received from BMKALC regarding employees employed on the NJC pay scales and increase the salaries of the Clerks by 1.75% backdated to 1st April 2021 to be reviewed when the current pay award for 2021-22 has been finalised.

21 Date of Next Meeting

Tuesday 29th March 2022 at 8pm in the Small Hall, Wing Village Hall.

Meeting Closed: 10.48pm

- **Flooding reported**

Thank you to Unitary Councillor Cooper and Transport for Bucks for a quick response on Sunday 20th February regarding the reported flooding on the A418 heading towards Leighton Buzzard from the Stewkley roundabout, on Stewkley Road by Redwood Drive and on the A4146 – A418 roundabout heading towards Milton Keynes by sending out a team to check the severity of the flooding.

- **Grant Funding**

I have been working closely with Councillor Davidson on potential grant funding opportunities. Making sure that items we were applying for matched the funding available.

- **Youth Club Lease Transfer**

Our solicitors have been chasing this again but no update have been received yet. The Youth Club is an agenda item for later in this meeting.

- **Land Transfer – Taylor Wimpey**

The transfer document has been received ready for two Councillors to sign, witnessed by the Clerk.

- **Youth Council**

Designed a poster for the Youth Council and drafted the Terms of Reference ahead of the next meeting.

- **20mph Speed Limits**

The 20mph application process queries have been chased. The Road Safety Team have a new person in post so the email has been resent to prompt a response.

- **Medical Building and Car Park**

The owners of the medical building and car park by Carey Lodge have been contacted to ~~enquiry~~ **enquire** about the possibility of using the medical building as a tourist office and if the car park could be used in the short-term for parents picking up and dropping off school children to relieve some of the traffic issues on Church Street whilst a more permanent solution is found. These enquiries are for research purposes and full information will be given to the Council to consider the options, should they be viable.

- **Replacement Bin**

The replacement bin for Burcott High Street has been delayed but has been chased and should be here by the end of February.

- **Streetlights**

Thank you to Unitary Councillor Blamires for pushing through the repairs to the streetlights at the A418 / Stewkley Road roundabout. They have changed the lights to LED ones. An email has been sent to Councillor Blamires as the lights are much dimmer than the previous ones and you can't see the roundabout. She is looking into what can be done to correct this.

- **Mount Pleasant Farm**

The on-going query regarding the suspected open sewage pipe flowing off the property into the nearby stream is being followed up with the Environment Agency.

- **Jubilee Green**

The holes in Jubilee Green have been refilled in.

- **Wildflowers Pilot Project**

We had a meeting with the LAT regarding the Wildflowers project and they were asking if there were any additional areas we'd like to add. A couple of extra locations were included and they are now going to work out if it's all viable and how much waste it would create. For the wildflowers project, the grass cutting would be collected and taken away instead of being left in situ like the normal grass cutting. We have told them the waste could be repurposed in Long Spinney.

- **Meetings Attended**

- Meeting with the Sports and Social Club
- Meeting with the Local Area Technician regarding the Wildflowers project.
- Communications Committee meeting
- Environment Committee meeting
- 'Meet the Funders – Rothchild Foundation' online meeting as an introduction to the funding they provide and the application process

Report by Claire Power, Clerk for the Full Council meeting held on Tuesday 22nd February 2022.

Streetlights

This is reported separately in the 14/2/2022 Streetlight update report which has been posted to the website.

New enquiries from website, emails and phone calls received since 21 Jan 2022.

1. Intention to speak at meeting. We received notice that a representative of the Youth Club was intending to make a request of the Council, during the meeting on 25th January 2022, that a statement be made, and minuted, as to the current stage in the PC's moves to take over the running of the club. This was addressed at the meeting. The response thanked them for their email and attendance at the meeting.
2. Flooding behind Allotments – established that it had already been reported on Anglian Water website and advised enquirer accordingly.
3. Request to add link to Trainline website. This is a commercial website and falls outside the criteria for inclusion on the Wing Parish Council website. The enquirer was informed that we were unable to be of assistance.
4. Request for Newsletter details – provided with link to What's On In Wing
5. Chesterfield Crescent. Prompted by reports that the Spinney Management Committee were to remove snowdrops from the Chesterfield Crescent site we were requested to confirm whether the Spinney Management Committee have taken over management of this site formally, which areas of scrubland will be impacted and whether all the snowdrops which the residents. This was referred to the members of the Environment Committee to investigate with the Spinney Management Committee and provide a response. The enquirer was advised accordingly.
The enquirer was provided with the following response:
"Further to your enquiry requesting confirmation of various matters.
Whether the Spinney Management Committee have taken over management of this site formally?
No. The land belongs to Buckinghamshire Council.
Which areas of scrubland will be impacted and whether all the snowdrops which the residents enjoy alongside the green area next to and in the brambles (which won't be impacted by the demolition works) will remain untouched?
These matters will be addressed on Sunday when the volunteers will make an assessment of what is appropriate. Any input or assistance you are able to make on the day would be welcomed."
6. Football Pavilion
7. Reopening of football pitch facilities
8. Planning authority records 1965 – we received for assistance regarding the planning authority for a property in Edlesborough built in 1965 as the enquirer was trying to locate the deeds. They were advised that Wing Parish Council was not a planning authority and we were making further enquiries. We approached Edlesborough PC and Buckinghamshire Council for assistance. One of the Edlesborough Councillors advised that the Planning Authority in 1965 was Wing Rural District Council later absorbed into AVDC then Buckinghamshire Council for planning authority purposes. The enquirer was advised and provided with website details for Buckinghamshire Council. We received a thank you from the enquirer for the initial prompt response.
9. The Council received a thank you for arranging the meeting about Chesterfield Crescent with special thanks to Councillor Sunday for her input.
10. An enquiry was made on the day of the meeting asking when the presentation about the Chesterfield Crescent would appear on the website. The enquirer was provided with links to the news item on the website and the presentation.
11. An email from a second resident reporting the unemptied bin on the woodlands estate and asking who was responsible for emptying. They were advised that we were aware and had taken steps to ensure it was emptied by the Buckinghamshire Council contractors responsible for the emptying.
12. We received a report and photograph of a damaged Road humps for 230 yds sign in Stewkley Road. We ensured that it was reported on Fix my street and advised the enquirer accordingly.
13. An enquiry was received as to whom to report that a tree had fallen in Meadow way adjacent to entrance to the Spinney. They were thanked for the report and advised that it would be reported to the current landowners, Martin Grant Homes.
14. An e mail had been forwarded from our insurers that had been misdirected to Wing PC Rutland. In the course of the e mail exchange it came to light that in Wing Rutland ownership of the streetlights had been taken over by the County and the parishes pay for the electricity supply, only.

Author:

John Furniss

Deputy Clerk

Wing Parish Council

22 February 2022

Appendix C

WING PARISH COUNCIL - ACCOUNTS FOR PAYMENT FEBRUARY 22				
Payee	Description	Pay't Method	Amount (£)	VAT (£)
Salaries	Litter Collection February, Clerk Salary & Exps February, Deputy Clerk Salary and Exps February and NEST Contributions	electronic	£ 3,726.38	
HMRC	PAYE - February	electronic	£ 756.12	
Wing Hall Trust	Office Rent - March - Inv 105401	electronic	£ 375.00	
Wing Hall Trust	Hall Hire - January - Inv 105402	electronic	£ 67.20	
What's On In Wing	1/2 Page Advert in February Edition - Inv 10160	electronic	£ 18.00	
Alan Wiseman	Materials to temporarily repair the Village Pump	electronic	£ 40.25	£ 6.71
David Ogilvie Engineering	2x Armed Forces Seats with fittings	electronic	£ 2,542.80	£ 423.80
John Morris Woodland Consultancy	Woodland visit, advice and report	electronic	£ 180.00	
Direct 365	Quarterly bin hire 14/2-13/5/22	electronic	£ 150.60	£ 25.10
Goldleaf Groundcare	Grass Cutting February - Inv 12140	electronic	£ 288.96	£ 48.16
Joanna Craig	Website Hosting - January - Inv 4572	electronic	£ 19.00	
Wing Lunch Club	Community Grant 2021-22	electronic	£ 250.00	
Wing Sports and Social Club	Community Grant 2021-22	electronic	£ 376.00	
			£ 8,790.31	