

Wing Parish Council

Minutes

of the Wing Parish Council meeting being held on Tuesday 26th April 2022 commencing at 8pm in the Small Hall, Wing Village Hall, Leighton Road, Wing.

Parish Councillors: David Kellner, John Lomas, Louise Tabiner-Crush, Liz Tring, Phil Cronshaw, Sanchia Davidson and Helen Sunday.

Buckinghamshire Council Councillors: Diana Blamires and Peter Cooper

Proper Officer: Claire Power (Clerk and RFO)

Public: 4

Minutes: Claire Power

Start Time: 8.00pm

1 Chairman's Welcoming Statement

Councillor Kellner welcomed everyone to the meeting.

2 Governance

2.1 Apologies for Absence

To receive apologies for absence from Members.

Resolved: To accept apologies received from Councillor Jo Mortain-Cogar.

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.

Councillor Kellner – Recreation Ground

Councillor Lomas – Recreation Ground

Councillor Tabiner-Crush – Recreation Ground

Councillor Tring – Recreation Ground

Councillor Cronshaw – Recreation Ground

Councillor Davidson – Recreation Ground

Councillor Sunday – Recreation Ground

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).

No new dispensations were received.

The Clerk confirmed all Councillors have a current dispensation to speak and vote on matters relating to the Recreation Ground which are valid until the 2025 elections.

3 Public Participation

Public participation will be permitted for a period of 15 Minutes in accordance with the Wing Parish Council Public Participation Policy.

- A member of the public provided information on the request from the Scouts which is on the agenda for discussion later in the meeting.

At this point in the meeting the Chairman moved to agenda items 8 and 11 then continued with item 4.

8 Jubilee Events

8.1 To discuss organising the Jubilee events and activities planned and the grant funds received for.

The funding application to Let's Create Jubilee was granted. The activities planned in the application need to be booked and advertised. These include wood carving workshops, wood turning workshops, bug palace building, street art graffiti workshops and print making workshops with Overstone School with a display in the village hall of the work created. The large village hall availability needs to be checked and booked. A resident has offered to supply pallets for the Bug Palaces. The logistics for the Beacon lighting was discussed. Local dance groups will be contacted to ask if they would hold a Tea and Dance event.

Resolved: To approve the spending of the grant funding received.

8.2 To consider the request from the Scout group to use Jubilee Green for an event on Sunday 5th June.

Resolved: To grant permission for the Scout group to use Jubilee Green for a Picnic in the Park event on Sunday 5th June 22.

11 Pump Track

To receive an update on the pump track project and consider ways to move the project forward, such as funding and planning permission.

A survey has been carried out on Facebook with positive feedback and comments. Research is to be carried out on track designs, investigations on planning implications and funding opportunities. Different site locations are being looked at and the possibilities of available land.

4 Parish Reports

4.1 Unitary Councillor's Reports

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

Councillor Blamires provided a report at the meeting which covered the following items:

- The post outside the Church gate has been assessed by the Local Area Technician and is scheduled to be removed in three weeks after which a new post can be scheduled to be fitted.
- The Wing and Ivinghoe Community Board have agreed to assist the Wing Sports and Social Club to provide disability access to the rear of the property.
- During a visit to Cottesloe School, information was given that the school have set up a debating competition for the over 16 years old as part of the school's programme of developing individuals general life skills.

Councillor Cooper provided a report at the meeting which covered the following items:

- Lockharts Farm planning application has been refused.
- 20mph Speed Limit applications will need to have speed surveys carried out. Transport for Buckinghamshire have confirmed that MVAS data can only be submitted as part of the application to provide additional evidence. It may be worth contacting other local parishes to work together during the 20mph application process.
- The Transport for Buckinghamshire contract is coming to an end and the contract is currently out for tender.

A question was asked to Councillor Blamires regarding the decision process for the Chesterfield Crescent land. Councillor Blamires will email the Buckinghamshire Council Officer to clarify who will make the decision and let the Council know.

4.2 Parish Reports

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

Councillor Tabiner-Crush provided a report on the following items:

- An update from the Environment and Planning Committee meeting which took place on the 19th April.
- Attended the Communications Committee meeting which took place on the 19th April.
- Transport for Bucks have been chased regarding the replacement of the road signs for Moorlands and Moorhills Road.
- Some of the potholes along Soulbury Road have been fixed but the road surface is still in a bad condition and needs to be completely resurfaced.
The Unitary Councillors will request the resurfacing of Soulbury Road is added to the works programme at the next meeting with the Local Area Technician.
- A lorry has mounted the grass verge along the A418 near Ascott House and has push lots of mud onto the pathway. This has been reported on FixMyStreet.
- The Police are following up on the report made of the car over taking at speed along the A418 near the Cottesloe School roundabout.
- The Police are going to provide contact information for where to send the Speedwatch group information to.
- The Police have received the reports of anti-social behaviour in the village and are carrying out routine patrols, which will concentrate on the areas reports have been received.
- The Police sent their thanks for their post being shared regarding the patrol of Jubilee Green.

Councillor Tring provided a report on the following items:

- Attended the Environment and Planning Committee meeting which took place on the 19th April.
- Attended the Communications Committee meeting which took place on the 19th April.
- Attended the Town and Parish Council Liaison meeting which took place on 20th April. During this meeting information and discussions took place regarding the review of the Community Boards and thoughts on a new focus, S106 funding being taken and distributed across the county, Levelling Up and that Parish Councils did not feel supported regarding the costs and process for 20mph speed limits.

Councillor Davidson provided a report on the following items:

- Attended the Environment and Planning Committee meeting which took place on the 19th April.
- An update from the Communications Committee meeting which took place on the 19th April.

- There are two Neighbourhood Planning meetings planned for Friday 6th May, one general and the other regarding Design Codes.
- A meeting with the Forestry Commission has been arranged for the 25th May.

Councillor Sunday provided a report on the following items:

- An update on the Chesterfield Crescent proposal, including the villagers petition against the land being sold for housing, two universities are interested in the phytoremediation project and is attending a meeting on Friday with MP Greg Smith.

Councillor Cronshaw provided a report on the following:

- Attended the Finance, HR and Legal Committee meeting which took place on the 20th April.
- Has been working on the Recreation Ground project but the update will be given later in the meeting during the agenda item.

Councillor Lomas provided a report on the following:

- Attended the Environment and Planning Committee meeting which took place on the 19th April.
- Attended the Communications Committee meeting which took place on the 19th April.
- Attended the Finance, HR and Legal Committee meeting which took place on the 20th April.
- The MVAS units have been placed on the corner of Dormer Avenue near the crossing and by Mill Cottages.

The summary of the recordings showed:

- Dormer Avenue has been up nearly a week which recorded just under 23,000 vehicles with an average speed of 19.4mph, average of 3,200 cars a day, about 20,000 were well below 30mph, 931 - 25-30mph, 17 - 30-35mph, 1 - 35-40mph and 2 45-50.
- Mill Cottages, from Aylesbury, recorded an average of 4,700 cars a day with an average speed of 41mph.
- Will be attending the SIDs training tomorrow

Councillor Kellner provided a report on the following:

- Attended the Finance, HR and Legal Committee meeting which took place on the 20th April.

4.3 Clerks' Report

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

The Clerk gave a verbal report on activities since the last report. (Appendix A).

The Deputy Clerk's report was circulated prior to the meeting so Councillors were asked if they had any questions.

(Appendix B). The Chairman reported that workmen have been attending the streetlight on Dormer Avenue.

Councillor Blamires was asked if there was an update on improving the brightness of the newly installed streetlights by the Leighton Road / Stewkley Road junctions as they are still too dim.

5 Previous Minutes

5.1 To resolve that the minutes of the Parish Council meeting held on 29th March 2022 be signed as a correct record of proceedings.

Resolved: The Council resolved that the minutes should be signed as an accurate record of the proceedings of the Parish Council meeting held on 29th March 2022.

5.2 To receive the signed minutes of the Environment and Planning Committee meeting held on 15th February 2022.

Councillors confirmed receipt of the approved minutes from the Environment and Planning Committee meeting held on Tuesday 15th February 2022.

5.3 To receive the signed minutes of the Communications Committee meeting held on 15th February 2022.

Councillors confirmed receipt of the approved minutes from the Communications Committee meeting held on Tuesday 15th February 2022.

5.4 To receive the signed minutes of the Finance, HR and Legal Committee meeting held on 11th January 2022.

Councillors confirmed receipt of the approved minutes from the Finance, HR and Legal Committee meeting held on Tuesday 11th January 2022.

6 Planning Applications

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

- 6.1 22/01036/APP – 55 Moorlands, Wing
Householder application for single storey front and rear extensions.

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

- 6.2 22/01042/APP – 5 Sirett Close, Wing
Householder application for car port conversion and single storey front/side extension.

Resolved: The Council resolved to submit an Objection to this application to include a comment that the property would be losing a parking space which would leave only one parking space for a four-bedroom house and not deemed sufficient for the size of the property.

7 Community Grant Applications

To consider the Community Grant application forms received.

The Community Grant application received from the Gardening Club was discussed.

Resolved: To award a Community Grant of £400 to the Gardening Club and provide them with information on applying to the Wing and Ivinghoe Community Board for additional funding.

9 Recreation Ground Improvements Project

9.1 To receive an update on the projects progress.

The draft contract has been received from Healthmatic which is in line with a standard building contract. To be able to ensure work is being carried out in line with the payment schedule there will need to be a way of checking progress of pavilion manufacture in the factory. The Planning Office have been contacted regarding the change of layout of the recreation ground and the footprint of the pavilion, but no response has been received as yet. UKPN have been asked for a site visit as the kiosk needs to be moved to a different location closer to the proposed new pavilion. The contractors will need to close the car park during certain aspects of the construction work and options for an alternative place to park need to be considered. A working party meeting with the sports clubs will be arranged during May. The cutting back of the trees around the tennis courts was discussed. The cutting back of trees will be incorporated with the installation of the tennis court floodlighting as some trees will need to be cut back to accommodate the lighting. There is funding available for the Football Club to assist with the maintenance of a community pitch.

9.2 To consider any actions required at this stage.

9.2.1 To consider the spring maintenance of the new football pitch.

As part of the handover of the football pitch, a spring maintenance quote was considered. The contractor will be contacted to ask for additional information.

9.2.2 To consider quotes received for the repair or replacement of the boundary fence of the recreation ground with the A418.

Only one quote has been received so further quotes are required.

10 Youth Shelter Repairs

To consider the repairs required on the youth shelter located on the Recreation Ground.

Resolved: To instruct repairs of the youth shelter up to a cost of £150.

12 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.

Councillor Sunday has reviewed the existing policies for the Youth Club, which will need updating as legislation has changed since they were written and new policies would need to be raised. There would need to be a committee of at least 6 people to run the Youth Club as well as volunteers for when the Youth Club is open. It was agreed to advertise the Youth Club position and ask if there is anyone in the area that would like to take over the responsibility.

13 Parish Council Action Plan

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

Resolved: To accept and adopt the drafted Parish Council Action Plan for 2022-23.

14 NALC – Smaller Council Committee

To consider sending a response to NALC's request for Council's to send information on issues that the Smaller Council Committee could look to address and what services NALC could consider offering to meet Council and Councillor needs.

Resolved: To submit a response to NALC that it is difficult for Parish Councils to meet the criteria for the Quality and Quality Gold levels of having at least two thirds elected Councillors. This will be limiting how many Councils are able to apply for the higher awards.

15 Right of Access to Council Land from private properties

To consider:

15.1 adopting an Unauthorised Access to Parish Council Land Policy and if approved

Resolved: To accept and adopt the drafted Unauthorised Access to Parish Council Land Policy.

15.2 the procedure for creation of the schedule of properties with unauthorised access.

The Clerks were tasked with seeking free legal advice from SLCC / NALC and Buckinghamshire Council's Legal department and to report back to a Council meeting once the information had been received.

16 Review 2021-22 Year End Accounts

16.1 Review the 2021-22 Year End accounts.

The Year End Accounts were reviewed.

16.2 To receive the recommendation from the Finance, HR and Legal Committee on the movement of underspend to the reserves and increasing the 2022-23 budget for the items approved for spend during 2021-22 that are pending.

There were discussions regarding the recommendations received from the Finance, HR and Legal Committee and the level of reserves.

Resolved: To accept the recommendations from the Finance, HR and Legal Committee to increase the 2022-23 budget for the matched funding items and invoices pending from 2021-22 financial year and to increase the reserves by the remaining underspend.

17 Risk Schedule

To consider the recommendation received from the Finance, HR and Legal Committee following a review of the Wing Parish Council's Risk Schedule.

Resolved: To accept the Risk Schedule recommended by the Finance, HR and Legal Committee.

18 Asset Register

To consider the recommendation received from the Finance, HR and Legal Committee following a review of the Wing Parish Council's asset register.

Resolved: To accept the amendments to the Asset Register recommended by the Finance, HR and Legal Committee.

19 Account Balances and Payments

19.1 To receive the bank reconciliation for February.

Councillors confirmed receipt of the February bank reconciliations and had no comments to make.

19.2 To receive the bank reconciliation for March.

Councillors confirmed receipt of the March bank reconciliations and had no comments to make.

19.3 To receive and authorise the list of payment transactions for April.

Resolved: To accept and authorise the list of payments for April, including the Community Grant awarded early in the meeting to Wing Gardening Club of £400.

20 Committee Members Appointment

To consider the appointment of Councillors to fill the two vacancies on the Finance, HR and Legal Committee.

Resolved: To appoint Councillor Sanchia Davidson to the Finance, HR and Legal Committee and add her to the bank mandates as a signatory.

Resolved: To appoint Councillor Helen Sunday to the Finance, HR and Legal Committee and add her to the bank mandates as a signatory.

21 Co-Option for Parish Councillor Vacancies

To consider applications received for the current Parish Councillor vacancies.

No applications were received.

22 Date of Next Meeting

Tuesday 31st May 2022 at 8pm in the Small Hall, Wing Village Hall.

Clerk's Report – April 22

- **Youth Club Lease Transfer**

This has been chased through our solicitors.

- **Land Transfer – Taylor Wimpey**

The paperwork has been signed and hand delivered to the solicitors.

- **Land Transfer – Bewick Green**

The paperwork has been received but signing page may need updating to reflect the Financial Regulations and hand delivered to the solicitors. This should be completed by the end of the week.

- **Youth Council**

The next meeting is on Thursday 5th May.

- **Annual Parish Meeting**

The Annual Parish Meeting is taking place on Friday 6th May in the Village Hall. The event needs to be published further but an advert was placed in What's On In Wing April edition.

- **Neighbouring Parishes**

The next meeting is scheduled for mid-May.

- **Electricity Price**

The fixed prices were received today so this needs to be checked before a decision is made.

- **Meetings Attended**

- Environment and Planning Committee
- Communications Committee
- Finance, HR and Legal Committee

- **Correspondence Received**

- BMKALC – Various training events
 - Several weekly updates
- NALC – Events
 - Chief Executive Bulletins
 - Star Council Awards 2022
 - Newsletters

Report by Claire Power, Clerk, for the Full Council meeting held on Tuesday 26th April 2022.

Streetlights

This is reported separately in the 15 April 2022 Streetlight update report which has been posted to the website.

The streetlights are now out of warranty and quotes for reinspection and testing have been obtained from suitable contractors and passed to the Environment Committee for consideration.

Playground Inspections.

We received confirmation that the inspections were to be carried out around 10th April. The reports are due by the end of the month.

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

1. We received a query regarding the Taylor Wimpey handover being delayed because of a boundary dispute with one of the residents. The enquirer was advised that we were not aware of any such dispute and referred to Taylor Wimpey or the resident if they needed further information.
2. Further vacant property. Buckinghamshire Council approached for direction on whether they need these reported. "we welcome suggestions, the best contact would be the dedicated Ukraine Support mailbox which is regularly monitored ukrainesupport@buckinghamshire.gov.uk ." passed to enquirer.
3. Advice that the Moorhills Road streetlight was operational again. Thanked for update.
4. Reports of a Drone flying around Wing (Leighton Road Area) at bedroom window height. – provided with contact details for reporting it to the Police.
5. "Moorlands Road signage is almost illegible." – requested locations or photos of the signs in question and permission to share details. They were advised that a replacement sign had been ordered by Buckinghamshire Council.
6. Signwriter Services. An enquiry was received as to whether we had need of signwriter services and if we could pass on their details to other local organisations and businesses. They were advised that we currently had no requirement for such services but would retain their details on file in case the situation changed in the future. There were provided with a link to our website for the contact details of other local organisations and businesses to enable them to make a direct approach.
7. We received a request to contact the writer regarding the provision of dropped curbs opposite one of the surgeries in Stewkley Road. The enquirer was advised that the PC had limited powers to assist in such matters but invited them to give permission to share their contact details with Councillors.
8. We had an enquiry offering a lighting system for the Tennis courts. This was acknowledged and forwarded to Councillors.
9. We received an enquiry about the state of the allotments. We advised that the PC had no authority or responsibility for the Allotments and referred the enquiry to the allotment society.
10. We received an enquiry regarding the use to which the New Homes monies towards a young people's recreation facility had been put. This was passed to the RFO for clarification. The enquirer also requested detail of what provision for the disabled was included in the 15% precept increase, suggesting that dropped curbs for access to the Doctors surgeries might be considered. They were advised that this suggestion had already been made to the council and passed to Councillors for consideration.

Author:

John Furniss

Deputy Clerk

Wing Parish Council

25 April 2022

WING PARISH COUNCIL - ACCOUNTS FOR PAYMENT APRIL 22				
Payee	Description	Pay't Method	Amount (£)	VAT (£)
Salaries	Litter Collection April, Clerk Salary & Exps April, Deputy Clerk Salary and Exps April and NEST Contributions	electronic	£ 3,465.29	
HMRC	PAYE - April	electronic	£ 808.70	
Wing Hall Trust	Office Rent - May - Inv 105441	electronic	£ 375.00	
Wing Hall Trust	Hall Hire - April - Inv	electronic	£ 35.20	
What's On In Wing	Page Advert in March Edition - Inv 10172	electronic	£ 30.00	
What's On In Wing	Page Advert in April Edition - Inv 10177	electronic	£ 48.00	
Goldleaf Groundcare	Grass Cutting April - Inv 12291	electronic	£ 288.96	£ 48.16
Joanna Craig	Website Hosting - April - Inv 4662	electronic	£ 19.00	
David Kellner	Combination Lock	electronic	£ 13.95	£ 11.62
Gardening Club	Community Grant Award	electronic	£ 400.00	
	Note - WOIW Inv 10172 was included on March Accounts for Payment			
	but not paid as it entered as the incorrect amount. The entry on the April Account for Payment is correct.			
			£ 5,484.10	