

# Wing Parish Council Minutes

Amended minutes approved as an accurate  
the proceedings at the meeting held on 26th  
July 2022. Minute ref: 2208.4.2

**of the Wing Parish Council meeting being held on Tuesday 26<sup>th</sup> July 2022 commencing at 8pm in the Small Hall, Wing Village Hall, Leighton Road, Wing.**

Parish Councillors present: David Kellner, John Lomas, Louise Tabiner-Crush, Liz Tring, Jo Mortain-Cogar, Phil Cronshaw, Sanchia Davidson and Helen Sunday. (3 Vacancies)

Buckinghamshire Councillors: Diana Blamires and Peter Cooper.

Officers: Claire Power, Clerk and RFO; John Furniss, Deputy Clerk.

Public: 2

Minutes: Claire Power

## **1 Chairman's Welcoming Statement**

The Chairman welcomed everyone to the meeting.

## **2 Governance**

### **2.1 Apologies for Absence**

To receive apologies for absence from Members.

None, all Councillors were present.

### **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 declared a prejudicial interest in the Recreation Ground.

Councillor Lomas declared a prejudicial interest in the Recreation Ground.

Councillor Tabiner-Crush declared a prejudicial interest in the Recreation Ground.

Councillor Tring declared a prejudicial interest in the Recreation Ground.

Councillor Mortain-Cogar declared a prejudicial interest in the Recreation Ground.

Councillor Cronshaw declared a prejudicial interest in the Recreation Ground.

Councillor Davidson declared a prejudicial interest in the Recreation Ground.

Councillor Sunday declared a prejudicial interest in the 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).

The Clerk confirmed that all Councillors present had been granted dispensations to speak and vote on Recreation Ground matters which would persist until the next election of the Council due in 2025.

## **3 Public Participation**

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

No questions or statements were received from members of the public.

**At this point in the meeting the Chairman moved to Item 7 on the agenda before returning to Item 4.**

## **4 Parish Reports**

### **4.1 Unitary Councillor's Reports**

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

Unitary Councillor Cooper provided a verbal report on the progress of the 20mph procedure within Buckinghamshire Council, information on planning enforcement in Burcott and the introduction of the Parish Council's Recreation Ground Improvements project manager to the planning officers.

Unitary Councillor Blamires provided a verbal report on a query from a resident requesting a pedestrian barrier along the A418 by the Moorlands Road exit footpath and an update on Buckinghamshire Council's plans for planting trees within the Parish.

### **4.2 Councillor's Reports**

To confirm receipt of written reports and recommendations from representatives on working parties and outside bodies on activities since the last meeting and not included elsewhere on the agenda.

Written reports were received from Councillor Davidson and Councillor Sunday.

The Chairman invited verbal reports from Councillors.

Councillor Tabiner-Crush provided a verbal report on the Wing Village Hall meeting attended as a Council representative and details of new items and updates on previous items reported on FixMyStreet.

Councillor Tring gave a verbal report on site visits attended with contractors for work to be carried out at Bewick Green and spoke to residents at Prospect Place regarding trees overhanging their gardens and contacted Fairhaven as they are responsible for the trees.

Councillor Davidson gave an additional verbal report on contact with the Local Area Technician regarding the wildflowers trial asking for confirmation on whether Wing is included or not.

Councillor Sunday gave a verbal report updating the written report submitted on FCC funding.

Councillor Mortain-Cogar gave a verbal report on the playground inspections and that two dangerous branches on the central tree have been removed and the holes have been filled in.

Councillor Kellner gave a verbal report on meetings with the Allotment Society and Waddesdon Manor in working with the Youth Council to grow produce.

#### 4.3 Clerks' Reports

To confirm receipt of written reports from the Council's Officers on matters arising since the last reports. The Clerks' written report was confirmed as received. There were no questions arising from this report. The report is included as Appendix A to these minutes.

The Deputy Clerks' written report was confirmed. An update from UKPN regarding the outstanding reconnection of the streetlight outside no 13 Leighton Road was provided as the reconnection date of Friday 29<sup>th</sup> July had been received after the report had been circulated.

The report is included as Appendix C to these minutes

In response to a resident's query included in the Deputy Clerks' report, Councillors asked for a response to be sent to the Football Club that the gate to the football pitch must be left open as a decision was made during the June Council meeting that the temporary fence is to be removed and public access to the area is to be restored.

**At this point in the meeting the Chairman moved to Item 5.2 on the agenda and carried on with the items in order and returned to Item 5.1 following Item 21.**

## 5 Previous Minutes

5.1 To resolve that the minutes of the Parish Council meeting held on 28<sup>th</sup> June 2022 be signed as a correct record of proceedings.

**RESOLVED.** The Council resolved that the minutes of the Parish Council meeting held on 28<sup>th</sup> June 2022 be signed as a correct record of proceedings.

5.2 To receive the signed minutes of the Environment and Planning Committee meeting held on 19<sup>th</sup> April 2022  
The minutes of the Environment and Planning Committee held on 19<sup>th</sup> April 2022 were confirmed as received.

5.3 To receive the signed minutes of the Finance, HR and Legal Committee meeting held on 20<sup>th</sup> April 2022.  
The minutes of the Finance, HR and Legal Committee held on 20<sup>th</sup> April 2022 were confirmed as received.

## 6 Planning Applications

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

6.1 22/01973/APP – Wellington Farm, Stewkley Road, Wing  
Demolition of two existing dwellings and erection of two replacement dwellings.

**Resolved:** To submit a No Objection response to planning application 22/01973/APP.

6.2 22/02111/APP – 10 High Street, Burcott  
Householder application for raising existing roof line to create 2 no bedrooms at first floor and garage extension to create home office.

**Resolved:** To submit an Objection response to planning application 22/02111/APP. Councillors Davidson and Sunday are to provide the response wording relating to the previous objection comments on planning application 21/04388/APP.

6.3 22/02346/APP – Stamford, Stewkley Road, Wing  
Householder application for demolition of conservatory and erection of single storey rear extension.

**Resolved:** To submit a No Objection response to planning application 22/02346/APP.

6.4 22/02462/VRC – Recreation Ground, Leighton Road, Wing  
Variation of condition 2 (approved plans) 4 (landscaping) 7 (drainage) 11 (parking) 12 and 13 (vehicle splays) relating to application 19/04069/APP (Demolition of existing Bowls Clubhouse and construction of new pavilion. Reconfigured access, parking and waste facilities. New MUGA and junior football pitch. Expansion and remarking of existing grass football field. General landscape improvements including surface drainage, accessible trail and new trees).

**Resolved:** To submit a Support response to planning application 22/02462/VRC with the wording 'Wing Parish Council support this application as it is for essential improvement of recreational facilities that are long overdue.'

## **7 Recreation Ground Improvements Project**

To consider any actions required at this stage, to include

7.1 To approve an updated payment schedule from Healthmatic.

**Resolved:** To accept the updated payment schedule from Healthmatic.

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

**Resolved:** To defer the item to the September meeting to enable Councillor Kellner and Councillor Mortain-Cogar time to see if they can repair the fence temporarily so the fence replacement costs could be considered during the budget preparation for 2023-2024.

7.3 To consider arrangements for the maintenance of the football pitch.

**Resolved:** To ask Goldleaf Groundcare to only cut the grass between the fence and the white lines of the marked-out football pitch as the Football Club are wanting to mow the football pitch grass themselves.

7.4 To consider a request from the Southcott Sunday team to use the football pitch for one season (September 2022 – May 2023).

As the Wing Sunday team are also looking to use the pitch for the coming season and are in the same league as Southcott Sunday, they will get in touch with the league administration to see if ~~both~~ a schedule could be worked out for them to share the pitch. Once a response has been received they will inform the Council. [Amended per minute ref 2208.4.1]

## **8 Purchase of Additional Recreational Land**

To consider the purchase or lease of the field that borders the recreation ground.

**Resolved:** To defer the item to the September meeting.

## **9 Community Grant Applications**

To consider community grant applications received.

An application was received from Leighton Buzzard Table Tennis Club as they have just moved their meetings to Wing.

**Resolved:** To issue a grant of £250 to Leighton Buzzard Table Tennis Club with the condition that they advertise the club in What's On In Wing.

## **10 Upgrade of Council's IT and Record System**

To consider the appointment of an IT Consultant company to manage the Council's IT requirements and upgrade of the Microsoft 365 subscription for the purposes of improving security and accessibility of information handling and communications within the Council.

**Resolved:** To defer the item to the September meeting so Councillor Davidson can provide a demonstration of Google Corporate and to get the new website up and running.

**At this point it was resolved to take a short break in the meeting in accordance with Standing Order 3 x.**

## **11 Scheduled Policies Review**

11.1 To receive and consider the recommendations from the Finance, HR and Legal Committee following the annual review of the Financial Regulations.

**Resolved:** To amend the recommendation received from the Finance, HR and Legal Committee for Financial Regulation 4.1, 2<sup>nd</sup> bullet point to 'a duly delegated committee of the council or, the Clerk, in conjunction with the Chairman or Vice-Chairman and two other Councillors if the expenditure is outside of a duly delegated Committee of the Council, for any items over £1,000; or'.

**Resolved:** To adopt the amended recommendation from the Finance, HR and Legal Committee for the Financial Regulations 4.1.

11.2 To receive and consider the recommendations from the Clerk following the annual review of a) Standing Orders, b) Advertising Policy, c) Co-Option Policy and d) Small Grants Policy.

**Resolved:** To defer the item to the September meeting.

## **12 Appointment of Members**

To consider the appointment of Chairman and members:

12.1 To appoint a Chairman for the Finance, HR and Legal Committee

**Resolved:** To appoint Councillor Lomas as the Chairman for the Finance, HR and Legal Committee.

12.2 To appoint a Chairman for the Environment and Planning Committee

**Resolved:** To appoint a Chairman at the start of each meeting of the Environment and Planning Committee.

12.3 To appoint members to the Neighbourhood Plan Review Working Party

**Resolved:** To appoint Councillor Davidson, Councillor Tring, Councillor Sunday and Councillor Lomas to the Neighbourhood Plan Review Working Party.

### 13 New Committees

To consider the appointment of new Committees in accordance with Standing Order 4.

No proposals were put forward.

### 14 Council Representatives on Local Bodies

To review the Council representation on and work with external bodies and arrangements for reporting back to the Council.

**Resolved:** To keep the Council representatives as they currently are but with the addition of Councillor Davidson being appointed as a representative of the Council at Wing and Ivinghoe Community Board meetings.

### 15 Consultation

To consider submitting a response to the Buckinghamshire Council consultation 'Self-Build and Custom Housebuilding Register'. Deadline for response – 8<sup>th</sup> August.

**Resolved:** To submit no response to the consultation.

### 16 UKPN Late Notice invoice

To consider submitting a response to the UKPN invoice 92118265.

**Resolved:** To accept the draft response to UKPN prepared by the Deputy Clerk to decline the invoice and request a full credit note.

### 17 Jubilee Green Play Equipment

To set up a working party for designing and raising funds for playground equipment for Jubilee Green.

**Resolved:** To register Jubilee Green with the Land Registry seeking legal assistance to complete the process.

### 18 Taylor Wimpey – Woodlands

To consider the revised POS Transfer Plan received from Taylor Wimpey.

**Resolved:** To ask for a further revision of the transfer plan to remove the small strip of land that would now be inaccessible to the Parish Council to maintain.

### 19 Quarter 1 2022-23 Actual Spend versus Budget

To review the quarter 1 2022-23 actual spend versus budget report and consider recommendations on budget adjustments from the Finance, HR and Legal Committee.

**Resolved:** To accept the recommendation from the Finance, HR and Legal Committee for no changes to be made to the budget following the Quarter 1 spend versus budget review.

### 20 Account Balances and Payments

20.1 To receive the bank reconciliation for June.

The June bank reconciliations were confirmed as received and no questions were raised.

20.2 To receive an updated list of payments made for the Jubilee Celebrations.

The updated list of Jubilee Celebration payments was confirmed as received.

20.3 To receive and authorise the list of payment transactions for July.

**Resolved.** The Council resolved to approve and authorise the list of payments for July 2022, Appendix C.

20.4 To receive and authorise a list of due payments which arise on a regular basis as the result of a continuing contract, statutory duty or obligation for the 2022-23 financial year (Financial Regulations 5.6).

**Resolved.** The Council resolved to approve and authorise the list of due payments which arise on a regular basis as the result of a continuing contract, statutory duty or obligation for the 2022-23 financial year (Financial Regulations 5.6).

### 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 16<sup>th</sup> August 22 at 8pm in the Small Hall, Wing Village Hall, Wing.

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