

Wing Parish Council

Minutes of the Wing Parish Council meeting held on Tuesday 27th September 2022 at 8pm in the Small Hall, Wing Village Hall, Leighton Road, Wing.

Parish Councillors present: David Kellner, John Lomas, Louise Tabiner-Crush, Liz Tring, Phil Cronshaw, Sanchia Davidson and Helen Sunday
Buckinghamshire Councillors: Diana Blamires.
Officers: Claire Power, Clerk and RFO; John Furniss, Deputy Clerk.
Public: 12
Minutes: Claire Power/John Furniss

1 Chairman's Welcoming Statement

The Chair of the Council welcomed everyone to the meeting and paid tribute following to the death of Her Majesty Queen Elizabeth II.

2 Governance

2.1 Apologies for Absence

To receive apologies for absence from Members.

The Clerk advised that Councillor Mortain-Cogar had sent his apologies and requested a leave of absence for 6 months for personal reasons.

RESOLVED. The Council resolved to accept Councillor Mortain-Cogar's apologies for the next 6 months.

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 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 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.

Councillor Kellner 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.

Several members of the public raised questions regarding the impending closure of the Recreation Ground Car Park. The Chairman confirmed that the matter was due for discussion later in the meeting and that the item would be brought forward in the order of business so that these could be considered as soon as possible.

[Item 7 was taken before item 4]

4 Parish Reports [This item was taken after item 7]

4.1 Unitary Councillor Reports

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

Councillor Blamires provided feedback on various matters including

- Cutting back of the vegetation on the A418 near the Cottesloe roundabout, cutting of the Churchyard in advance of Remembrance Sunday and cutting of the hedge at the junction of Moorhills Road/Moorlands, which she will follow up. Resurfacing of the High Street will be considered after 12 months.
- The matter of Chesterfield Crescent development will not be considered at either the October or November meetings at Buckinghamshire Council. (The Clerk confirmed that the Council had submitted proposals for use acceptable to the Council and had not received any response or approach from Buckinghamshire Council for a compromise).
- Enforcements at Mount Pleasant Farm in Burcott – being pursued.
- HS2 assessments.

4.2 Councillor 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.

Councillor Davidson provided a verbal update to her written report which had been circulated to all members prior to the meeting and is included as Appendix A to these minutes. There were no questions arising from this report.

Councillors Kellner, Lomas, Tabiner-Crush, Tring, Cronshaw and Sunday provided verbal reports.

4.3 Clerks' Reports

To confirm receipt of written reports from the Council Officers on matters arising since the last reports.

The Clerk circulated a written report to all members by email which is included as Appendix B to these minutes. There were no questions or updates arising from this report.

The written report from the Deputy Clerk was circulated prior to the meeting and is included as Appendix C to these minutes. There were no questions or updates arising from this report.

5 Previous Minutes

5.1 *To resolve that the minutes of the Parish Council meeting held on 16th August 2022 be signed as a correct record of proceedings.*

RESOLVED. The Council resolved to amend the spelling of "winning" in line one of the resolution under item 6.1 of the draft minutes to read "winning" and "fro" to "for in the item for extra keys in Appendix A.

RESOLVED. The Council resolved that the amended minutes of the Parish Council meeting held on 16th August 2022 be signed as a correct record of proceedings.

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, single storey rear extension and erection of garage.

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

6.2 22/02930/APP – Gate House, Park Gate, Wing

Householder application for alteration of existing door and window openings to the rear and side elevations and the addition of two traditional balconies to the rear.

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

7 Recreation Ground Improvements Project [This item was taken before item 4]

To consider any actions required at this stage, to include

Councillor Sunday provided a written report which is included as Appendix D to these minutes.

7.1 **[Taken after 7.5]** *To consider quotes received for the repair or replacement of the boundary fence of the recreation ground with the A418.*

RESOLVED: The Council resolved to defer this item.

Councillor Kellner will inspect the fence and report the extent of works required at next meeting.

7.2 *To consider arrangements for the maintenance of the football pitch.*

Councillor Cronshaw suggested that this might be included as part of the review of overall maintenance.

RESOLVED: The Council resolved to defer this item.

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

The Clerk advised that this request has lapsed following response from the League.

No action required.

7.4 *To approve temporary closure of the car park and purchase of appropriate signage.*

RESOLVED. The Council resolved to ratify the temporary closure of the Recreation Ground Car Park.

7.5 *To consider alternative car parking arrangements for the Recreation Ground during the closure.* **[Taken before 7.1]**

Councillor Sunday and Councillor Davidson provided answers and explanations to the questions and comments arising from Public Participation.

RESOLVED. The Council resolved to offer the 14 available spaces, on a permit basis, to residents of Leighton Road between the bend and the Village Hall.

7.6 *To consider approval of quotes for the installation of PV panels.* **[Taken after 7.4]**

RESOLVED. The Council resolved that the Healthmatic contract is modified to include installation of PV panels on the Pavilion to comply with Building Control requirements and not to pursue the battery option at this time.

7.7 *To consider approval of the additional work required for installation of the cabling for the 3 phase supply.*

The Council requires written clarification from Healthmatic that they will accept the cost of the electrical works to be undertaken by Sports Courts.

7.8 *approval of tree cutting quotes for reduction around tennis courts.*

RESOLVED. The Council resolved to accept the quotation from G O'Callaghan Ltd.

8 Purchase of Additional Recreational Land [This item was taken after item 6]

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

RESOLVED: The Council resolved to defer this item for 12 months.

9 Community Grant Applications

To consider community grant applications received.

No applications have been received.

10 Assets of Community Value

To consider submitting applications to the Assets of Community Value Register for the Queens Head and other places in the parish.

Resolved: To publish information on how the public can apply to place Assets of Community Value on the Register as the Parish Council does not currently have the power to run a business as it does not qualify for the General Power of Competence. The information is to be published in the November issue of What's On In Wing and on our website.

11 Parish Council PO Box Address ~~to include~~

To consider the renewal of the Parish Council PO Box address.

Resolved: To renew the Parish Council PO Box address at an annual cost of £378 to include delivery to the Clerk's home address

12 Scheduled Policies Review

To receive and consider the recommendations from the Clerk following the annual review of

a) Standing Orders,

Resolved: To change the word 'Chairman' to 'Chair of the Council' and 'Vice-Chairman' to 'Vice-Chair of the Council' throughout the document.

Resolved: To change the word 'he' to 'they' and 'him' to 'them' throughout the document.

Resolved: To change current item 18 c to the updated version of 18 c contained in NALC's Model Standing Orders and to change current items 18 f and 18 g to the updated version of 18 f contained in the revised NALC Model Standing Orders.

b) Advertising Policy,

Resolved: To adopt the revised Advertising Policy.

c) Co-Option Policy

Resolved: To accept the recommendation to make no changes to the existing Co-Option Policy.

and d) Small Grants Policy.

Resolved: To adopt the revised Small Grants Policy.

13 Local Government Boundary Commission Consultation

To consider submitting a response to the Local Government Boundary Commission Consultation on draft recommendations for a new pattern of wards in Buckinghamshire Council.

Deadline for submission - 5th December 22.

RESOLVED: The Council resolved to defer this item to the October meeting.

14 Account Balances and Payments

14.1 To receive the bank reconciliation for August.

Councillors confirmed receipt of the bank reconciliation for August.

14.2 To receive and authorise the list of payment transactions for September.

RESOLVED. The Council resolved to approve the list of payment transactions included as Appendix E to these minutes.

15 Co-Option for Parish Councillor Vacancies

To consider applications received for the current Parish Councillor vacancies.

No applications have been received.

16 Date of Next Meeting

Tuesday 25th October 22 at 8pm in the Small Hall, Wing Village Hall, Wing.

What's on In Wing

An article for What's on in Wing was submitted detailing the events surrounding the death of Queen Elizabeth II. There was a separate article detailing the timeline of the Recreation Ground project. Some dates have since changed since the article was written. Residents of Wing were asked in the article if they could support those who live on Leighton Road with space for parking. As it stands, it is 18 but that would reduce if we offered one per household.

Arborist

Helen and I met with an arborist from Wingrave - Greg O'Callaghan - and he has quoted for work on the recreation ground.

Parking Spaces

Helen and I knocked on the doors of the people on Leighton Road who are most likely affected by the car park issues. We have the number of car parking spaces they need/would require whilst the works are going on.

Update to HS2 funding Pedestrian Crossing

The Bucks Council project manager for the HS2 projects has been in contact to explain that the work was on a pause until the Ringway Jacobs contract ends (March 2023). In the meantime, they will try and facilitate the new company taking over the feasibility studies at the beginning of the year/during the handover but that is the best case scenario. I will be contacted again in January for an update. The project seems very likely to proceed as long as there are no huge issues that could impede the project which would facilitate a large increase to the amount of funds allocated. I am tentatively content that this project is indeed going ahead.

Appendix B

- Following the death of Her Majesty, various posting were made on the website and Facebook pages and a local event for the reading of the Proclamation was arranged.
- Ivinghoe Freight Strategy has been approved and circulated to the Council.
- Poles for the SID have been chased, no deliver date received as yet.
- 2nd part of the precept has been received.
- Recreation Ground Improvement Project Updates
 - Chased the fence removal around the football pitch.
 - New Homes Bonus – invoices have been submitted for the 1st 4 instalments
 - S106 – confirmation that the funds are available has been received. Funds will be paid on completion of the work so I'm working with the project manager to come up with a work schedule so we can access the funds
 - UKPN – the 3-phase connection has been passed to the larger projects team due to the increase in kva requirements of the pavilion. The additional information needed is being sought and a response should be with UKPN by the end of the week at the latest.
 - The Asbestos Survey for the Bowls Clubhouse has been booked for Monday 3rd October.
- New Website is progress, Councillors Lomas and Tring have been working with John F and I on layout and populating of the information. There is a small amount left to populate before it is ready to hand over to Aubergine for them to complete the checks to make sure it complies with the regulations.
- Confirmation of the confirmation of the external audit has been received. They have raised no actions or comments during their audit.
- The handover of the environment activities to John Furniss has started, he will be the 1st point of contact going forward but I will be kept in the loop as he gains the knowledge of the area and of the historical elements.
- Funds have been received from Heart of Bucks: Green Fund of £5,000 towards the material costs of repairing the Long Spinney bridges.
- Notifications of Enforcement Notices served on Mount Pleasant Farm have been circulated.
- Emails received from residents and circulated to Councillors
 - A resident has emailed agenda of the Council meeting regarding items on the agenda (Expenditure - recreation ground fencing repair / replacement and the lease or purchase of additional recreation land, and parking).
 - A resident has emailed regarding litter around Jubilee Green. This has been circulated to Councillors and the Council's litter picker has been asked to target these areas.
- Buckinghamshire Council Planning & Environment service update. The meeting will be held via zoom (accessed via the link below) on Friday 30th September 2022 at 1pm – 3pm.
- Wing and Ivinghoe Community Board meeting has been provisionally booked for 13th October at 7pm
- The consultants are working on the Design Codes report for the Wing Neighbourhood Plan review. A draft of the various area maps have been sent through for confirmation.
- Clerks Delegated authority has been used
- Attended a meeting of the Long Spinney working party.
- Attended a training course towards the CiLCA qualification.

Streetlights

Damaged Street lights

All damaged streetlights have now been reconnected.

Outstanding insurance claims are being progressed.

The possibility of compensation from UKPN is being pursued.

The possibility of a refund on electricity charges for the period while the streetlights were out is being pursued.

Faults

We received a report that the streetlight opposite 43 Moorlands Road (LP092) was not working. The report was verified and the fault reported to Sparkx for attention. A new lantern has been installed.

Trees

Broken Branch in Jubilee Green

This has been removed

Quotes have been obtained for canopy reduction of the trees around the Tennis Courts to facilitate installation of the floodlight columns.

Best Kept Village

The results for the Best Kept Village have been received and are being publicised on the website and Facebook.

Planning.

The decisions of the Council were submitted for applications considered at the 26th July meeting on the planning portal website.

16.1 22/01973/APP – Wellington Farm, Stewkley Road, Wing

16.2 Demolition of two existing dwellings and erection of two replacement dwellings.

No Objection

16.3 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.

Objection

1) As per the Council objection to the previous application, it remains concerned about the roof height to this property and its impact on the surrounding houses. This appears somewhat ambiguous from the plans.

2) Due to the significant issues with parking and access on High Street, Burcott, any application for extension needs to be dealt with at the highest level of scrutiny. For such a property, it must be certain that there will be ample parking within the property and that it should be on the generous side of the recommendation for a four bed property. The Council is concerned that, in combination with application 22/02109/CPL, this would indicate the property could potentially become a 5 bedroom property. At this point. the parking would not be ample in any way. Therefore the Council would like to see a condition imposed that the property does not exceed four bedrooms.

16.4 22/02346/APP – Stamford, Stewkley Road, Wing

Householder application for demolition of conservatory and erection of single storey rear extension.

No Objection

16.5 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).

Support as it is for essential improvement of recreational facilities that are long overdue.

New enquiries from website, emails and phone calls received since Jul 22 report.

- 1) Pavement restrictions in Stewkley Road – follow up enquiry and response.
- 2) Land availability at Wing Airfield. Confirmed no Parish Council holdings. Details of request circulated to Councillors for personal response on local knowledge.
- 3) Leighton Buzzard Table Tennis Club Requested details to be added to website and grant application processed.
- 4) Parking on pavements. Details for reporting to Police and Fix my street provided
- 5) Football fence and Access to the football ground. – several e mails responded to.
- 6) Streetlight opposite 43 Moorlands Road. – Councillors asked to confirm report
- 7) Dogs on the Rec during football session. – permissions clarified to the enquirer.
- 8) Wing Traffic survey – suggestions from a resident. Shared with Councillors.
- 9) Enquiry from Buckinghamshire Council as to whether Wing Parish Council manages Long Spinney Wood. They were advised that we had volunteers who undertook maintenance and were asked for further clarification for the purpose of the enquiry.
- 10) Closure of Queens Head Pub – we received an e mail stating objection to the Closure and suggesting that the property be listed as a village asset. The enquirer was invited to permit sharing of their contact details so that Councillors could contact them if they wished for further information.
- 11) Abandoned vehicle in Church Street – link to Buckinghamshire Council website page provided. Now reported to Buckinghamshire Council.

Author: John Furniss
Deputy Clerk
Wing Parish Council

22 September 2022

Item 7. Recreation Ground Improvements Project

Following the approval of the planning amendment for the recreation ground several things have now been agreed / planned.

There was a final site visit last Thursday with Tim, the project manager from Healthmatic and Mouldings who are the groundworks contractors. Works are set to commence on Wednesday 28th September. It is a requirement to have archaeologists on site when the ground is broken so Tim is leasing with KDK Archaeology to make this happen.

A meeting has been arranged between the Rec working party, the clubs for tomorrow.

CAR PARK

The car park will need to be closed from the 28th September for 12 weeks with just 14 spaces being left open and how these are to be managed for the use of immediately affected residents of Leighton Road is being addressed in a separate agenda item this evening.

BOWLS CLUB

The Bowls club final match of the season is on the 1st October and they will have vacated the premises entirely by the end of the 2nd October. An asbestos survey has been booked for the 3rd October and we have requested a quick turnaround on the results and are hoping to receive them by the 5th. At the latest it ought to be the 7th. The demolition of the old Bowls pavilion will commence as soon as this information is received.

ELCTRICAL WORK

As we will be needing a much greater amount of power to the site than is currently available, we are having a new kiosk installed as per the original plans, up by the old pavilion. Due to the requirement now being for 145KVA this is being handled by UKPN projects department. This is in hand and the additional information that UKPN have requested has been gathered and sent over. Ideally this needs to be installed by mid-November for the trenching work to then take place and the electrics in the pavilion to be completed before the FCC deadline of December 12th.

The groundworks people will require 240V electric hook up for a generator close to the carpark and prior to the UKPN electrical installation. This can be taken from the electrical box on the side of the Sports and Social Club who are the feed for the electric into the current bowls pavilion.

FLOODLIGHTING

The floodlight steels and MUGA fencing panels have been ordered.

3 Tree cutting quotes have been received and are to be discussed for approval as a separate agenda item this evening. Once the tree cutting is done the floodlights can be installed – ideally in November.

TENNIS CLUB - FOUL DRAINAGE

Paul Lambert attended the site visit last week and the changes to the foul drainage that the tennis club asked for at the very outset of the project have been agreed as simple to do and will be going ahead. There will need to be a build up to the bank between the tennis pavilion and the bowls club to assist with down-hill flow and the excess soil from the ground works excavation can be used for this. We will likely need to look at a small amount of grass re-seeding once this is completed.

PV PANELS

We will be needing PV panels on the roof of the pavilion. These are not a planning requirement but will be necessary to pass building control. In July just gone, new standards for energy efficiency were passed and the panels will be necessary for the building to meet the higher L rating. They can be installed at the factory where the pavilion is being built and Healthmatic are dealing with sourcing the panels. The overall cost is expected to be in the region of £10k -£12k. (We have opted not to have a battery installed as it would cost an additional £5k-£6k.)

We agreed as a council at the last meeting to hold back on committing to flood lights on the MUGA in order that we had a financial contingency, so the funds are available to pay for this. The electrical works for the MUGA floodlights will still go ahead now in anticipation of the lights going in at some point in the future and to save costs down the line by not having to do groundwork twice.

MUGA

The MUGA installation is due to happen in January and there are some conditions to be discharged for planning regarding the fence and lighting first. This will apparently take around 4 weeks to clear the planning system and will be dealt with by Sports courts.

THE WIDER PROJECT

Sheriffs have now removed the fence ~~posts~~ **posts** from around the football pitch and filled the holes. Neil Smith has taken away his share of the posts and the remainder with the wire fencing saved for the football club is stacked next to the old pavilion.

The perimeter fence needs attention and discussion and hopefully the report due from David and Jo (or John) at this meeting will help us make a decision going forward as to whether temporary repairs will suffice or if a new fence is required using funding from the reserves as mentioned in the August meeting.

| Payee | Description | Pay't Method | Amount (£) | VAT (£) |
|---------------------|---|--------------|-------------|----------|
| Salaries | Clerk Salary & Exps Sep, Deputy Clerk Salary and Exps Sep, Litter Collection Sep and NEST Contributions | electronic | £ 3,418.64 | |
| HMRC | PAYE - Sep | electronic | £ 778.36 | |
| Wing Hall Trust | Office Rent - October - Inv 105570 | SO | £ 375.00 | |
| Wing Hall Trust | Hall Hire - August - Inv 105573 | electronic | £ 44.80 | |
| Wing Hall Trust | Hall Hire - September - Inv 105597 | electronic | £ 44.80 | |
| Joanna Craig | Website Hosting - August 22 - Inv 4858 | SO | £ 19.00 | |
| SparkX | Faults Call Out Charge, new lantern and isolator - LP092 | electronic | £ 544.68 | £ 90.78 |
| SLCC | SLCC Membership Fee - J Furniss | electronic | £ 134.00 | |
| Direct 365 | Bin Hire 14/8-13/11/22 | electronic | £ 161.15 | £ 26.86 |
| Goldleaf Groundcare | Grounds Maintenance - September | electronic | £ 297.63 | £ 49.60 |
| Infrastruct CS | Drainage Report | electronic | £ 2,340.00 | £ 390.00 |
| Phil Cronshaw | Mileage to visit the factory to check the pavilion build progress | electronic | £ 139.50 | |
| SSE | Electricity - July | Direct Debit | £ 566.69 | £ 79.16 |
| SSE | Electricity - August | Direct Debit | £ 566.69 | £ 79.16 |
| Horwood & James | Solicitor Costs re Open Space Land Transfer of Bewick Green | NA | £ 3,095.40 | £ 508.40 |
| | | | | |
| | | | £ 12,526.34 | |

Payments Made Since Last Meeting - Per Contract

| | | | | |
|---------------|---|------------|--------------|-------------|
| Healthmatic | Contract Payment 4 | electronic | £ 190,200.00 | £ 31,700.00 |
| Sports Courts | 25% Deposit Payment of MUGA | electronic | £ 19,485.90 | £ 3,247.65 |
| Sports Courts | 25% Deposit Payment of Tennis Court Floodlighting | electronic | £ 11,772.00 | £ 1,962.00 |