

Wing Parish Council

28 March 2023 Agenda

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

You are hereby summoned to the Wing Parish Council meeting being held on **Tuesday 28th March 2023 commencing at 8pm in the Small Hall, Wing Village Hall, Leighton Road, Wing** to consider the business listed below.

Mel Woof
MEL WOOF
March 2023
Acting Clerk of the Parish Council
wingparishclerk@gmail.com

Dated 22nd

The Press and Public are welcome to attend the meeting.

During the public participation time, members of the public may ask questions or make comments upon items on the Agenda at the invitation of the Chairman. Please raise your hand to indicate you would like to speak. There is no public participation during the rest of the meeting, unless invited to speak by the Chairman. (For further information please refer to the Wing Parish Council Public Participation Policy.)

Business To Be Transacted at The Meeting

1 Chairman's Welcoming Statement

2 Public Participation

- 2.1 Public participation will be permitted for a period of 15 Minutes in accordance with the Wing Parish Council Public Participation Policy.
- 2.2 Unitary Councillor Reports
To receive reports from Councillor Blamires, Councillor Bond and Councillor Cooper.

3 Governance

- 3.1 Council resolve to invite Mel Woof to act as Clerk in Locum for the meeting of the 28th March 2023
- 3.2 Apologies for Absence
To receive apologies for absence from Members.
- 3.3 Declaration of Interests from Members on Agenda Items
To receive declarations of personal and/or prejudicial interests from Members in matters on the Agenda.
- 3.4 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).

4 Parish Reports

- 4.1 Committee Reports
 - 4.1.1 Finance, HR and Legal Committee
To receive and note the drafted minutes of the extraordinary meeting held on 21st February 2023. **App 1**

4.2 Councillor Reports - **App 5**

To confirm receipt and note the 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.

4.3 Officers Reports – **App 4** and **App 6**

To note receipt of the Officers Reports.

5 Previous Minutes

5.1 To resolve that the minutes of the Parish Council meeting held on 31st January 2023 be signed as a correct record of proceedings. **App 2**

5.2 To resolve that the minutes of the extraordinary Parish Council meeting held on 16th February 2023 be signed as a correct record of proceedings. **App 3**

6 King Charles III Coronation

6.1 To approve the use of Jubilee green by Wing Scouts for an event on Monday 8th May 2023, providing the event is covered by Wing Scouts insurance.

7 Planning Applications

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

7.1 23/00628/PAPCR - 10 Aylesbury Road Wing Buckinghamshire LU7 0PB
Determination as to whether prior approval is required in respect of transport & highway impact, noise, contamination risk, flooding and locational considerations for the change of use of commercial/business/service (class E) to 1no. residential dwelling. **App 7**

7.2 23/00865/APP - Burcott Lodge, High Street Burcott, Buckinghamshire LU7 0LZ
Householder application for alterations to ground floor windows and extension of boot room **App 8**

8 Recreation Ground Improvements Project no Appendices received

To receive a report on the progress of the project including any recommendations on actions required at this stage for Council consideration.

These actions currently are but not limited to :

- a. To accept the handover of the MUGA as completed (noting that the line marking will be done in April when the weather is dryer and warmed to prevent the paint running), and to pay the final payment for the MUGA to Sports Courts;
- b. To accept the completion and handover of the Pavilion (noting that final testing and commissioning can only be done when the permanent power supply is in place);
- c. To agree in principle to withdraw the current power application from UKPN and to resubmit the application after 1 April (so that the cost of any upgrade of the substation on Park Gate is paid for by UKPN and Ofgem and not the Parish Council).

9 Council Insurance **App 9 - 13**

9.1 To confirm that the insurance policy schedule from Aviva still satisfies our requirements.

9.2 To approve payment of the second year renewal premium of £1159.48.

9.3 To decide how to insure the pavilion and instruct the clerk to obtain 3 quotes.

10 Planning Decision – View Requested

A residents' email asking the Parish Council's view following the Buckinghamshire Council planning decision on application 22/03952/APP (10 High Street, Burcott) has been received. The Clerk to advise and council to resolve instructions to the Clerk.

11 Accounting Software

The Responsible Financial Officer (RFO) determines the councils accounting records including the form of account and support accounting records and accounting control systems subject to the proper practices outlined in the Accounts and Audit Regulations. Following a review of current record keeping on an Excel spreadsheet, the RFO recommends that the Council move to the Scribe Accounts system which supports Local Government Authorities. The Council are asked to endorse this recommendation and to instruct the RFO to proceed.

12 Taylor Wimpey – Woodlands

To consider accepting the revised boundary plan for the Woodlands estate received from Taylor Wimpey. **App 14**

13 Annual Parish Meeting

To approve the date for the Annual Parish Meeting. Options are: Saturdays 13th, 20th, and 27th in May 2023.

Considerations to include, but not limited to organising advertising the event and refreshments.

14 Annual meeting of the Parish Council

Councillors to note date: Tuesday 30th May 2023 at 8pm in the Small Hall, Wing Village Hall, Wing.

15 Account Balances and Payments App 15 - 22

15.1 To receive the bank reconciliation for February 2023.

15.2 To receive and authorise the list of payment transactions for February and March 2023.

15.3 To confirm application to go paperless on Unity bank statements.

15.4 To confirm removal of former councillors from Unity Bank authorisations

16 Co-Option for Parish Councillor Vacancies

To consider applications received for the current Parish Councillor vacancies.

17 Date of Next Meeting

Tuesday 25th April 23 at 8pm in the Small Hall, Wing Village Hall, Wing.