



WESTBURY PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held on Wednesday 10th May 2017 at Westbury Village Hall at 8.00 pm

Questions/comments from the public

A resident expressed concerns over item 31/17 Playing Field Road of the March minutes. He felt it was unfair to expect residents of Playing Field Road to pay towards the road's maintenance costs. Councillors advised that we had to go through the process of checking that there isn't a covenant in place as it is a shared private road. CK advised that after applying for a grant to help fund the re-surfacing and widening of the road, the council had been unsuccessful partly due to the fact that there isn't an arrangement in place for the residents of the road to contribute towards its maintenance. Councillors did however agree that it wouldn't be fair on Playing Field Road residents to have to contribute as the road is so widely used by village hall traffic.

47/17 To elect a Chair for 2017/18

It was proposed by Cllr VW, 2nd Cllr RB that Cllr James Stone be Chairman of the Council for the year. This was unanimously agreed.

48/17 To receive the Chair's declaration of acceptance of office

Cllr James Stone signed the declaration of acceptance of office.

49/17 Members present

Cllr James Stone (JS), Cllr Vicky Webb (VW), Cllr Graeme Cook (GC), Cllr Franco Capella (FC), Cllr Robin Bone (RB), Cathy Knott (Clerk) & two members of the public

Apologies received from: Cllr Sue Barrett (SB) & Cllr Jeremy Banks (JB)

50/17 To elect a Vice Chair for 2017/18

It was proposed by Cllr GC, 2nd Cllr FC, that Cllr Vicky Webb be elected Vice-Chair for the year.

51/17 To receive the Vice Chair's declaration of acceptance of office

Cllr Vicky Webb signed the declaration of acceptance of office.

52/17 To receive declarations of interest

Councillors to declare any non-registered pecuniary or personal interests relating to the Agenda.

Cllr JS – Beachborough planning application

Cllr VW – Planning application relating to her property and Chair of WVHA

Cllr GC – SugaRich Manager

53/17 Approve the minutes of the Closed Meeting of the Parish Council held on Wednesday 12th April. It was resolved to sign the minutes as a true record.

54/17 Determine areas of responsibility for Councillors

It was agreed to look into Highways and Hs2 responsibilities further. Cllr JS contact councillors next week to discuss.

Action: JS

55/17 Matters arising

No matters arising

56/17 Financial matters

(a) It was resolved that the following invoices be approved and were signed for payment:

10.05.17	C.Knott (Salary)	£448.50
10.05.17	AVALC	£20.00

(b) Record the receipts:

10.04.17	Interest	1.33
25.04.17	Precept (1st half)	8,569.50

(c) End of year accounts/transparency code

CK advised that the risk assessment was due to be reviewed. It was agreed to make amendments to Financial Control and Records. CK will circulate the assessment to check there are no more amendments necessary. **Action: CK**
The asset register was updated and agreed.

57/17 Planning updates & applications

APPLICATION NO	LOCATION	DETAILS	UPDATE
16/01708/AOP	Land off Brackley Road, Mill Lane, Westbury	Demolition of agricultural buildings and erection of four dwellings	AVDC: Outline Permission Approved
16/04567/APP	Land Adj Mill Lane Westbury Buckinghamshire	Erection of one detached dwelling and garage	Parish Council objected on grounds of historic interest. AVDC: Application was withdrawn pending Heritage assessment.
17/01308/APP	As above	As above New application submitted after Heritage Assessment submitted	Parish Council have deferred comment until they have studied the report
16/04155/APP	Former Paf Ltd Mill Lane, Westbury	Erection of two flats and two maisonettes in place of the previously approved commercial (B1) units.	Parish Council had no objection. AVDC: Still awaiting decision
17/01042/APP	Beachborough School, Mill Lane, Westbury	Creation of overflow carpark, Mill Lane	Parish Council do not object but the following points need to be clarified: the application is incorrect with reference to the footpath access and information should be clearer regarding the parking layout with guarantee information of the grasscrete being used.
17/01596/APP	Home Farm House, Orchard Place, Westbury	Replacement of garage roof with new pitched roof, replacement of roof to single storey rear addition, new timber screen to existing oil tank, and new pedestrian gateway access	Parish Council had no objection.

Cllr JS expressed his disappointment that we still haven't received a response from either Environmental Health or AVDC regarding our concerns over the correct removal of possible asbestos from the demolition of agricultural barns (16/01708/AOP).
Action: CK

Cllr VW advised that the hedging still hasn't been planted along the back of the houses on the former Paf site, Mill Lane.

Action: JS/FC

58/17 Road Safety

CK has been in touch with Highways to find out if we could get the speed limit lowered to 30 mph on the A421 now that the village hall is so busy and asked about the possibility of installing a pedestrian crossing from one side of the village to the other. Dave Smith from Bucks Highways responded advising that the council would need funds of £4-5000.00 for a feasibility study in the first instance. He added that there are other ways of dealing with speeding traffic, one of which is VAS (vehicle activated signs).

Cllr GC has received mobile VAS information from Wappenham Parish Council. He suggested we could have four brackets positioned around hot spots in the village to alert drivers of their speed in the hope of slowing them down. It is expected costs should come in below £1000.00. He will confirm this number and have further information for the next meeting.

Action: GC

59/17 S106

Funds of approximately £67,000.00 are available from AVDC (to be used within the next ten years) from the Meadow View housing development (former Paf site), Mill Lane. There are strict guidelines of what the funds can be used for. Cllr SB has communicated with Joe Houston (head of allocation of funds) about the resurfacing of Playing Field Road. He advised that we could not use the funds for this. SB also asked about the possibility of new fencing for the play park. He responded that funding couldn't be used outright for fencing but it was felt we should try to tie this in with new playground equipment, expressing that children need to be safe in order for them to use it. The fence is in a bad state of repair and needs to be higher so that children are not at risk of being hit by a cricket ball.

It was agreed we should also talk to members of the Youth Club to get their thoughts and perhaps ask the Cricket Club if they could offer some form of funding towards fencing.

Cllr JS has received a quote from Wicksteed for new equipment, which he will circulate.

Cllr FC asked if funding could be used for a defibrillator at the village hall (and training), advising that the Youth Club had recently offered first aid training to its members. Although we have access to SugaRich's defibrillator, time could be saved in an emergency if there was one at the village hall.

Action: JS

60/17 Reports

Playground

Nothing further to report

Utilities

Cllr GC advised we have been waiting for a final calculation of fixed usage (streetlight electricity) and will chase Opus for a refund.

Action: GC

Highways

Nothing further to report

Footpaths

Nothing to report

WVHA

Cllr VW reported that the association has had its AGM.

In the first year, Clubs have risen from 4 to 19, private events have risen from 14 to 38 and they are in a very good place. They have more volunteers than ever before for which they are very grateful to, but they need more, especially to organise & oversee events.

Shop

Cllr GC will try to meet with the Shop committee next month. Nicola Webb has been appointed as Assistant Manager.

61/17 Receive correspondence

Westbury Village Hall Association (WVHA) have asked parish council permission on behalf of the Cricket Club to install an electronic score board and a practise net on the playing field. After receiving all information, councillors unanimously agreed to support the installations.

Roland Smith, Director of Heyfordian Travel Limited asked to meet with CK to discuss overhanging trees and bushes outside the Old School, Main Street as they are experiencing damage to coach bodywork which can be expensive to rectify. CK met with Mr Smith and advised him that the owner of the Old School cut back the hedges last year. It was agreed that this should be referred to Bucks Highways.

Action: CK

Mary Bullock has planted two trees on the corner of Fulwell Road/Orchard Place after seeking parish council approval.

CK has received an email regarding household waste being put into the village hall commercial bins. It was agreed that this should be included in the Link.

Heart of Bucks and Big Lottery have requested completion of end of grant monitoring forms. **Action: CK**

Members of Twyford Parish Council have been in touch asking for advice and information on new village hall funding. Cllrs SB and RB will meet with them before the next meeting on 14th June at 7:00 pm.

An email has been received from Ian Read asking if the parish council gave permission to BT /Open Reach to install a new cabinet on the corner of Fulwell Road/Dr's Spinney. CK has responded to advise that we did not.

62/17 Items of urgent business

Cllr VW advised that parish council parking notices are being misused around Orchard Place. It was agreed to put an item in the Link advising residents they do not own the road to the front of their homes and other people have a right to park there, so please show courtesy to other residents and their visitors.

Cllr VW asked if the SugaRich Liaison meeting arrangements should be reviewed, as currently the meetings are open to residents along with a parish council representative and the Environmental Agency. She advised it might make more sense if residents expressed any concerns to the parish council who will then pass this on at the annual meetings.

Cllr JS advised that councillors cannot spend money without full agreement in advance. We need to be conscientious and mindful of every penny we spend. We have a process in place that we must adhere to.

Cllr JS advised that parish councillors have received an invitation to WSCA's Afternoon Tea on Sunday 25th June.

CK advised that we are legible to apply for Hs2 funding.

63/17 Items for the June Link

Date of next meetings (June/July)

Courteous parking

Thank you to Mary for the new trees

Dog waste

Village Hall bin

The meeting closed at 9.40 pm

The next meeting will be held on Wednesday 14th June, 8:00 pm at Westbury Village Hall.