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Minutes of the meeting of the Parish Council held at Westbury Village Hall, on Wednesday 13th September 2017 at 8:00pm

Present: Cllr James Stone (JS), Cllr Sue Barrett (SB), Cllr Graeme Cook (GC), Cllr Jeremy Banks (JB),
Cllr Franco Capella (FC), Cathy Knott (Clerk) and two members of the public

Questions/comments from the public

None received

75/17 Apologies and welcome

Apologies were received from Vicky Webb (VW)

Chair JS welcomed everyone to the meeting. Cllr FC advised he would need to leave early.

76/17 To receive and approve for signature the minutes of the annual meeting of the parish council held on 14th June 2017. The minutes were approved and signed.

77/17 To note any matters arising from the minutes not included on this agenda for report only

The clerk reported that most actions had been dealt with. Those still outstanding are:

- Footpaths: VW advised that we should conduct an audit for areas of improvement. There are outstanding items that still have not been actioned including stiles. She will put together a list to tackle. **ACTION: VW**
- A resident has emailed regarding concerns over Orange Hawkweed on the grass verge on Main Street. VW has agreed to discuss this with them. **ACTION: VW**

78/17 To receive declarations of interest related to business on the agenda

FC – planning application 17/02835/APP - WESTBURY

79/17 Financial matters

(a) Actual v budget figures were circulated

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

13.09.17	C. Knott (salary & exp)	£556.30
13.09.17	HMRC	£00.20
13.09.17	S Rodwell Landscapes	£333.00
13.09.17	Mazars LLP	£480.00
13.09.17	Sterngate IT Support	£50.00
13.09.17	BucksPlayField Ass annual don	£20.00
13.09.17	PCC Westbury (donation to Churchyard works)	£260.00

(c) Record the receipts:

09.08.17	Interest (July/Aug)	3.25
07.07.17	Wayleave payment	60.69

(d) To receive an update from the Internal Controls Councillor

Cllr JS confirmed that he had checked the following information:

Actual v budget figures.

Cash book entries agree with the items noted in the minutes for financial year to date.

The forecast planned spend remains within our precept budget limits.

(e) Annual audit; to note the external auditors report

The Clerk reported that the Annual Return had been received back from Mazars and that the council had received a clean bill of health, with no audit issues identified. She has posted the completed Annual Return and the notice of conclusion on the website as required by the Transparency Code.

(f) To consider funding planting at the village hall

It was resolved to ringfence £200.00 for this if no other means of funding becomes apparent.

80/17 Co-option

Cllr Robin Bone has resigned from the council but will still be looking after the village hall. Cllr JS thanked him for his valued input. It was resolved to co-opt and invite people to apply for the position.

ACTION: CK

81/17 Planning updates & applications

APPLICATION NUMBER	LOCATION	DETAILS	UPDATE
16/04567/APP 17/01308/APP	Land Adj Mill Lane Westbury Buckinghamshire	Erection of one detached dwelling and garage New application submitted after Heritage Assessment submitted	Parish Council objected on grounds of historic interest. AVDC: Application was withdrawn pending Heritage assessment. Parish Council have no objection but have requested a copy of the building's history for the archives. AVDC: Approved
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 asked for clarification on the footpath. AVDC: Approved
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. AVDC: Approved
17/03048/ACL	Land Off Brackley Road Westbury Buckinghamshire	Agricultural barns used for cattle, grain storage, implement store and workshop	Parish Council had no objection. AVDC: Awaiting decision
17/02835/APP	Land Adjacent To Mill Farm Mill Lane Westbury Buckinghamshire NN13 5JS	Erection of four dwellings	Parish Council had no objection but would like noted certain comments regarding right of way. AVDC: Awaiting decision

It was noted that the contractors working on the detached dwelling, Mill Lane (17/01308/APP), blocked off the footpath behind School Close. This has now been unblocked.

82/17 To consider quotes/information received for the playground and to consider a proposal to assign the Section 106 monies to

Cllr JS has met with three play equipment companies over the summer. One quote has been delayed so it was agreed to carry this discussion over to next month's meeting. He has also had further quotes regarding the playground fencing which will need to be built into the S106 application.

83/17 To consider the information received at the last meeting on traffic calming measures and discuss the way forward

Cllr GC will look into the costs associated with hard wiring VAS (as apposed to battery operated). **ACTION: GC**
A possibility for funding could be through the Hs2 Community Environment Fund.

84/17 To consider a request for funding towards the churchyard in order to make space for more burials

It was resolved to fund £260.00 towards costs associated with making more space available in the Churchyard. Cllr JB advised that the PCC should contact Beachborough for any tree works in the future as they may be in a position to help.

85/17 To receive an update on the village website

The Clerk advised that the new website building is going well. She has met with members of the Shop & Café and WVHA to make sure it meets their criteria and will meet village expectations.

86/17 Reports

Playpark

See item 82/17

Utilities

Cllr GC reported that he will chase Balfour Beatty regarding the streetlights that are currently not working around the village. He will also get the project back on track regarding upgrades and safety checks. **ACTION: GC**

Highways

Cllr GC reported that he has been in contact with Dave Smith from TfB over the recent works on Biddlesden Road. He will chase him regarding the other marked out potholes around the village. **ACTION: GC**

Footpaths Nothing to report at this time

Village Hall Nothing to report at this time

Shop & Café Nothing to report at this time

Hs2

Cllr JS & the Clerk will be meeting with representatives from Fusion, the enabling works contractors for this area, during the next few weeks.

Cllr SB & the Clerk will be attending an AVDC workshop on 12th October "how to bid for Community Environment funds"

87/17 Correspondence received

None received

88/17 Items for the Link

Items already submitted include:

Date of next meetings

Village email information

Working party information to tidy up various areas in the village towards the end of October

89/17 Councillor questions

Cllr SB advised that the leylandii behind the village hall needed a trim. She will call the contractors who carried out the works two years ago. **ACTION: SB**

Cllr JS thanked Beachborough maintenance team for clearing the fallen tree branch from The Green earlier today.

90/17 Public Participation session

A resident and member of WVHA advised that an extension to premises licence has been approved by AVDC.

91/17 Close

The meeting closed at 8:55 pm

The next meeting will be held on Wednesday 11th October, 8:00 pm at Westbury Village Hall.