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## Minutes of the meeting of the Parish Council held at Westbury Village Hall, on Wednesday 12<sup>th</sup> December 2018 at 8.00 pm

Present: Chairman James Stone (JS), Cllr Graeme Stone, Cllr Mark Willis (MW), Cllr Cath Young (CY), Cathy Knott (clerk), one member of the public and County Councillor Charlie Clare (for the first part of the meeting)

### Questions/comments from the public

Charlie Clare gave an update on behalf of Buckinghamshire County Council (BCC) advising that all the grit bins in Westbury are now full. He said regarding highways issues, money is the limiting factor in getting things done but hopes that moving into a Unitary Council will save £20 million a year which will really help matters going forward. Road works scheduled for the summer for 2019 include resurfacing work to the A422 between Shalstone and Westbury.

Regarding the planning proposal on Biddlesden Road, Charlie has lodged his objections and has pushed with concerns over highways as much as he was able to. He explained that because the planning system is a legal framework, it's hard to argue with.

### 152/18 Apologies and welcome

Apologies were received from Cllr Sue Barrett (SB), Cllr Vicky Webb (VW) and Cllr Jodie Martin (JM).

### 153/18 To receive and approve for signature the minutes of the meeting of the parish council held on 14<sup>th</sup> November 2018. The minutes were approved and signed.

### 154/18 To note any matters arising from the minutes not included on this agenda for report only

- 141/18 Chairman JS, Cllr SB and CK met for the clerk's appraisal on 7<sup>th</sup> December. JS thanked the clerk for her work and support. All actions from last year's appraisal have been addressed and notes were read out arising from this year's report.
- 147/18 Signage has been erected at the village hall reminding people to drive considerately when leaving the village.
- 150/18 Chairman JS has contacted WVHA and WCC regarding the overgrown hedge to the front of the playing field which should be addressed asap.

### 155/18 To receive declarations of interest related to business on the agenda

None received.

### 156/18 Financial matters

- (a) Financial statement
- (b) Payments received
- (c) Invoices to be paid
- (d) To discuss the budget and precept for 2019.20

BANK BALANCES	£
Current	67,627.40
Business	20,791.88
<b>TOTAL</b>	<b>88,419.28</b>

Receipts	Amount	VAT
Interest	0.88	0
S106 monies (for Planning Application No: 09/00501/AOP Former PAF Ltd, Mill Lane)	63,026.68	0
<b>Invoices approved out of council since the last meeting</b>		
Heron Signs (playpark, PF Rd & Tree signage)	301.16	60.23

<b>Invoices submitted for payment (as at 05.12.18)</b>		
C. Knott (Nov salary & expenses)	624.18	7.30
Texprep (Christmas invitations)	57.80	0
Tree solutions (crowning playpark trees before work commenced)	150.00	30.00
Kompan Ltd (playpark equipment and installation)	55,400.60	11,080.12

#### **e. To discuss the budget and precept for 2019.20**

Chairman JS circulated an email prior to the meeting showing the draft budget with highlighted sections providing a brief explanation for the increased/reduction in the budget line together with any rationale for additional items to the budget.

He advised that overall the 2019/20 precept will increase by circa 0.39% (£72.71 in value) to £18,423.67 although the overall Band D cost will stay at the current level of £85.62. This has been possible by reducing costs in certain areas of the budget as well as seeing an additional 0.86 rateable properties for the 19/20 year.

Chairman JS pointed out that we have not budgeted for election costs which could be up to £2000. It has not yet been confirmed whether elections will take place in May next year (due to changes to the electoral boundary). JS proposed that if a Parish election is held and we need to fund it, the money should come from our reserves.

All councillors unanimously agreed with Chairman JS's proposal and on the draft budget & precept figures which will be formally approved at January's meeting.

#### **157/18 Planning updates & applications**

<b>Application</b>	<b>Address</b>	<b>Details</b>	<b>AVDC Update</b>
17/04381/APP	Old Vicarage Orchard Place Westbury	Construction of a hard-surfaced tennis court with surround fencing. 10.07.18 tree report published	Parish Council no objection. Conservation officer requested additional screening from Church view. <b>AVDC: Awaiting decision</b>
18/03828/AOP	Land at Biddlesden Road	Erection of up to 13 residential dwellings with all matters reserved other than access	Parish Council: Objection submitted 28.11.18 AVDC:
APPEAL notice 17/04058/AOP	Land at Biddlesden Road	An appeal has been lodged with the Secretary of State against the Council's decision objecting to the erection of up to 20 residential dwellings (with all matters reserved other than access) on land at Biddlesden Road, Westbury.	WPC: Submitted further comments to planning inspectorate on 26.11.18

#### **158/18 To provide an update on the neighbourhood plan and in future to add it to reports**

Cllr CY has met with Helen Archer from Community Impact Bucks who has offered her assistance with our neighbourhood plan. Helen advised it could take up to two years to put together and will require the services of a specialist planning consultant. Helen will help launch the plan and attend public events to discuss ideas.

CY circulated funding information and notes on how to create a deliverable plan.

Costs associated with the plan could amount to £20,000. It was agreed to include this in our application for HS2 CEF funding in the first instance and if unsuccessful to try other funding streams.

Chairman JS asked Cllr CY to set up a steering group.

**Action: CY**

It was agreed to put the plan onto future agendas.

#### **159/18 To provide an update on the HS2 Community Environment Fund application**

CK advised that we are still waiting to receive two quotes before we can submit our application. We are also waiting for confirmation that the S106 monies from Mill Farm (17/02835/APP), can all be re-allocated to fund a permanent marquee at the village hall (enabling us to accommodate more people).

#### **160/18 To discuss the twelve rules for councillors**

CK circulated the 'twelve rules for councillors' she had put together for Christmas to help with various areas of the council including communication, representing the community, commitment and knowledge.

### **161/18 To make a decision on street light replacements**

Due to the amount of repairs this year and following the safety inspection, Chairman JS and Cllr GC proposed to replace the most inefficient lights asap with LED's using surplus expenditure (where we have made savings in other budgeted areas).

A lengthy discussion ensued on whether it would be best to replace the five old yellow sodium lights with no local Isolation in Orchard Place, along with the light on the tree bank, the light outside 1 Mill Lane and the light outside The Hermitage (which would cost £4,199.40) or to replace the five lights on Main Street that continue to fail due to worn parts, along with bent light on Mill Lane (opposite School Close).

It was agreed to look at the figures again and to put a proposal together via email to gain full council approval for replacements. **Action: JS/CK**

### **162/18 Reports**

- a. **Play Park** – Chair JS reported that the playpark is now fully open and is being well used. The fence is due to be completed asap. JS formally thanked Phil (a Playing Field Road resident) for his help with shifting gravel and patching up the private carpark adjacent to the park.
- b. **Highways** – Cllr GC will report the missing 40 mph roundel on Biddlesden Road to Bucks Highways.
- c. **Utilities** – nothing further to report.
- d. **Village Hall & WVHA** – A committee meeting was held on Monday 10<sup>th</sup> December. A number of events are scheduled for this month including a Westbury Wassail on Wednesday 19<sup>th</sup>.
- e. **Community Shop & Café** – Hellen and her team have been very busy this month and have supported various events.
- f. **Footpaths** – Nothing to report at this time.
- g. **HS2** – Members from HS2 and Eiffage Kier will meet with the council and public at our meeting on 13<sup>th</sup> March.
- h. **Action plan** – Chairman JS updated councillors on:  
*Location of gym equipment* – after JS consulted with Kompan, it became apparent that the verge on Mill Lane will not be suitable for the three pieces of equipment as we would need to erect a 1 metre tall fence all the way round with a gate to make it safe. We therefore need to find another location or ask for a change of use for the S106 monies.  
*Identify areas in the village needing work* – until we have confirmation of who the verge belongs to (possibly Beachborough School) we will wait to make repairs to the wooden bollards around the grass verge on Mill Lane.

### **163/18 Correspondence received**

None received.

### **164/18 Councillor questions**

None received.

### **165/18 Public Participation session**

No comments received.

### **166/18 Close**

The meeting closed at 10.05 pm. Chairman JS wished everyone a Happy Christmas.

**The next meeting will be held on Wednesday 9<sup>th</sup> January at Westbury Village Hall at 8.00 pm**