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## Minutes of the meeting of the Parish Council held at Westbury Village Hall, on Wednesday 10<sup>th</sup> January 2018 at 8:00pm

Present: Chair James Stone (JS), Cllr Vicky Webb (VW), Cllr Sue Barrett (SB), Cllr Franco Capella (FC), Cllr Graeme Cook (GC), Cathy Knott (Clerk), 1 member of the public and Cheryl Snudden (HS2)

### Questions/comments from the public

Chair JS welcomed everyone to the meeting and introduced Cheryl Snudden, the new Community Engagement Manager for HS2 Ltd (covering the area between Waddeston and Turweston).

Cheryl outlined her role with HS2 and gave an update of the current situation. She hopes to form a good relationship with Westbury and will be available for monthly "drop-in" sessions at the shop & café to help answer any queries/concerns.

### 1/18 Apologies and welcome

Apologies were received from Cllr Derek Crane (DC)

### 2/18 To receive and approve for signature the minutes of the annual meeting of the parish council held on 13<sup>th</sup> December 2017. The minutes were approved and signed.

### 3/18 To note any matters arising from the minutes not included on this agenda for report only

Outstanding actions:

128/17 Edgar Taylors' retention fee. CK will email Robin Bone for an update.

137/17c New dog bin on Meadow View. CK will chase again.

137/17g Meeting with Fusion. CK will chase again.

139/17 Cllr VW will purchase ice melt for the village hall carpark. A road sweeper will be in the village on Monday 5<sup>th</sup> February between 10:00 am and 1:00 pm.

### 4/18 To receive declarations of interest related to business on the agenda

Cllr GC for SugaRich. Cllr SB and Chair JS for Beachborough.

### 5/18 Financial matters

#### (a) An account statement and actual v budget figures were circulated

#### Account balances

Current	£ 3,488.27
Business	£41,927.43
TOTAL	£45,415.70

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

C. Knott (December salary)	448.50
HMRC (December tax owed)	0.20
Barbara Osborne (PAYE advisor)	60.00
Opus (streetlight electricity)	87.42

#### (c) Record the receipts:

Interest	£1.67
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**(d) Resolve to set the budget & precept for 2018/19**

Chair JS circulated the draft budget prior to the meeting with changes highlighted in yellow. He explained that overall the 2018/19 Precept will increase by circ 7% (£1,212 in value) to £18,350 although the overall Band D cost will stay close to the current level of £85.72 (£85.62 for 2018/19).

Chair JS proposed that the precept for 2018/19 be set at £18,350.00 and the council resolved unanimously to set the precept at this amount. The clerk will notify AVDC and display the budget figures on the website. **ACTION: CK**

**6/18 Planning updates & applications**

Application no.	Address	Details	AVDC Update
09/C0501/DIS	Paf Ltd Mill Lane Westbury NN13 5JS	Submission of details pursuant to Condition 8 (remediation strategy) relating to Planning Permission 09/00501/AOP	Discharge of remediation conditions. Awaiting decision.
17/04381/APP	Old Vicarage Orchard Place Westbury NN13 5JT	Construction of a hard-surfaced tennis court with surround fencing	Parish Council no objection. Conservation officer requested additional screening from Church view. Awaiting decision.
17/03745/APP *	Land at Biddlesden Road Westbury NN13 5JL	Erection of up to 23 dwellings with all matters reserved other than access.	Approx 50 letters of objection from local residents. Parish Council objected. Awaiting decision.
17/03745/APP	Sugarich Biddlesden Road Westbury	Erection of additional storage building for raw materials and relocation of waste water lagoon	No objection from Parish Council. Awaiting decision.
17/03616/APP	Hilltop Cottage 31 Buckingham Rd NN13 5JP	Single storey front extension, single and two storey side extension and first floor rear extension	Parish Council no objection. Approved.
17/03048/ACL	Land off Brackley Road Westbury	Agricultural barns used for cattle, grain storage, implement store and workshop	Built barns differ in size and height from approved permission. No objection from Parish Council. Awaiting decision.
17/02835/APP	Land adjacent to Mill Farm Westbury	Erection of four dwellings	No objection from Parish Council. Extension of time to receive revised plans. Decision delayed, awaiting revised plans from developer.
16/04155/APP	Former Paf Ltd Mill Lane Westbury Buckinghamshire	Erection of two flats and two maisonettes in place of the previously approved commercial (B1) units.	Parish Council had no objection. Still awaiting decision.

**\*17/03745/APP Land at Biddlesden Road**

Cllr GC & the clerk met with two representatives from Bucks Highways on 4<sup>th</sup> January 2018 to discuss various issues, pointing out the safety concerns if the proposal were to go ahead. Highways agreed that a new speed survey will be carried out and new drawings/dimensions (to scale) for a pedestrian refuge will be requested and looked into further. Cllr GC has also spoken with AVDC's planning consultant Jay Singh and invited him to meet members of the council on site to discuss the proposal. Mr Singh advised that he would like to wait until the new Highways report has been submitted and go from there.

It was agreed to write to Mr Singh (and copy in District Councillor Patrick Fealey and County Councillor Charlie Clare) regarding the pedestrian refuge, street lights, the neighbourhood plan and sewerage issues. It was also agreed to request an independent road safety audit once we have more information. **ACTION: GC/FC/CK**

### **7/18 To discuss the applications for S106 funds and apply for planning**

Chair JS advised that to process our application for the playground we will need to apply for planning permission for the proposed 4.8m fence. It was resolved to apply for planning. Chair JS will request drawings from the contractor.

**ACTION: JS**

Regarding the application for outside gym equipment, there has been a delay with funding from the Meadow View development.

### **8/18 To receive an update on the community defibrillator**

CK has invited all regular users of the village hall to make a donation and has started a funding table. She has also applied for a grant from the British Heart Foundation. It was agreed to circulate a village email inviting residents to make a donation and to put an item in the Link. Cllr VW advised the hall would be free of charge for CPR/defibrillator training.

**ACTION: CK**

### **9/18 To make arrangements for the clerk's annual appraisal**

It was agreed for Chair JS, Cllr VW and the clerk to meet on Friday 26<sup>th</sup> January at 4:00pm.

### **10/18 Co-option. To consider applications from interested parties**

A letter of application has been received from Mark Willis for the vacancy on the council. Councillors present unanimously agreed that he would be a good asset to the council and resolved to formally co-opt him at the next meeting on Wednesday 21<sup>st</sup> February if he is agreeable.

### **11/18 Reports**

- a. **Play Park** – please see item 7/18
- b. **Highways** – please see item 6/18
- c. **Utilities** – Cllr GC advised that the current contract for streetlight electricity runs out on 13<sup>th</sup> March 2018. He has sourced quotes. To stay with Opus would it be £111.00 more than the current year. If we went through the Utility Specialist, the best price comes in at £1113.56 for the year. Cllr GC will check the latest prices and circulate to councillors for a decision going forward.  
Cllr GC has been in contact with EoN regarding street light safety checks and will perform a “walkabout” to ascertain the various status of lights. **ACTION: GC**
- d. **Village Hall & WVHA** – Cllr VW reported that WVHA’s last meeting had been upbeat and productive. She will be resigning as Chair in April. Structure is being put in place to have a rotating Chair every two months following her resignation. She will however stay on to oversee financial management and administration. WVHA have agreed to employ a bar manager on a three-month trial basis. Part of the role will include overseeing volunteers. Terms & conditions and the hire agreement and fees have been revisited and updated after a three-year evaluation. Regarding events, it has been agreed to organise just four big events every year. The first one will be the annual Quiz Night on 10<sup>th</sup> February. A spring clean has been organised for 28<sup>th</sup> April.
- e. **Community Shop & Café** – nothing to report at this time.
- f. **Footpaths** – Cllr VW advised she will chase Oxfordshire County Council regarding the claimed footpaths. **ACTION: VW**
- g. **Hs2** – covered during public participation.

### **12/18 Correspondence received**

- An email from David Broughton has been received regarding the new carpark at Beachborough and highways issues on Mill Lane. Historical concerns were circulated previous to the meeting. It was agreed for Cllr FC to write to planning (and copy in District Councillor Patrick Fealey) expressing our distaste over the outcome of the planner’s decision to replace grasscrete with a hard surface. The clerk will respond to Mr Broughton. **ACTION: FC/CK**
- A resident has emailed the clerk regarding vehicles parking on pavements in the village. It was agreed to put a notice in the Link asking for courtesy when parking and to allow enough room for a buggy to pass comfortably.
- A letter has been received from HMRC regarding important changes around future VAT claims.

### **13/18 Councillor questions**

CLlr SB advised she is applying for grants from WREN and Viridor for Playing Field Road.

Chair JS advised that all grit bins in the village are empty. The clerk will notify Bucks Highways again. **ACTION: CK**

CK advised that all councillors now have their own email address (tied into the village website).

### **14/18 Public Participation session**

A resident advised that Ninna Upstone had sadly passed away. His funeral will be held towards the end of January.

### **15/18 Close**

The meeting closed at 10:05 pm.

**The next meeting will be held on Wednesday 21<sup>st</sup> February, 8:00 pm at Westbury Village Hall**

DRAFT