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## Minutes of the meeting of the Parish Council held at Westbury Village Hall, on Wednesday 11<sup>th</sup> July 2018 at 5.30 pm

Present: Vice Chairman Vicky Webb (VW), Cllr Sue Barrett (SB), Cllr Graeme Cook (GC), Cathy Knott and three members of the public.

### Questions/comments from the public

The clerk advised that Arthur Cleaver would like thank the parish council for all the work that has gone into Playing Field Road.

Cllr GC advised members of the public of plans to alter the boundary at SugaRich (Brackley Dryer).

### 86/18 Apologies and welcome

Apologies were received from Chairman James Stone (JS), Cllr Mark Willis (MW) and Cllr Derek Crane (DC)

**87/18 To receive and approve for signature the minutes of the meeting of the parish council held on 13<sup>th</sup> June 2018.** The minutes were approved and signed.

### 88/18 To note any matters arising from the minutes not included on this agenda for report only

CK advised on the actions still outstanding:

78/18 JS to contact Westbury Cricket Club regarding the location for the outdoor gym. **ACTION: JS**

80/18 GC has instructed Balfour Beatty to carry out electrical testing on all street lights. He is awaiting quotes regarding changes to the four lights that need to be isolated (three in Orchard Place and one on Mill Lane).

CK & MW will meet over the summer to discuss the wish list for HS2 community funding and present it at the next meeting. **ACTION: MW/CK**

81/18 JS & CK to meet with the Beachborough Bursar over the summer to discuss various issues. **ACTION: JS/CK**

### 89/18 To receive declarations of interest related to business on the agenda

Cllr GC for planning application 18/02243/APP.

### 90/18 Financial matters

(a) Financial statement

(b) Payments received

(c) Invoices to be paid

(d) To receive an update from the financial controls officer

BANK BALANCES as at 10.07.2018	£
Current	2,717.68
Business	11,614.35
<b>TOTAL</b>	<b>14,332.03</b>
Income received since 13 <sup>th</sup> June	£
Contribution from WVHA for PF Road	5,000.00
Wayleave payment	61.35
Interest	1.08
Invoices approved since 13 <sup>th</sup> June	£
C.Knott (June salary)	505.60

HMRC (tax)	14.40
Barbara Osborne (PAYE service provider April - June)	63.00
Richard Haynes (invoice for removal & disposal of playground furniture)	2,100.00
Edgar Taylor (retention invoice – construction of Westbury village hall)	23,423.90
S. Rodwell (mowing)	146.77
OPUS (streetlight electricity) direct debit	85.54

**To receive an update from the financial controls officer**

The clerk confirmed that Cllr MW had checked the following information:

Bank balances; as stated in the minutes.

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.

**91/18 Planning updates & applications**

One new application has been received (below). The clerk will email councillors for their comments. There is no change to all previous applications detailed on last month’s minutes.

Cllr VW advised that work appears to have already commenced to resurface the road and carparks at Beachborough School. She asked the clerk to let the AVDC planning department know.

18/02243/APP	SugaRich Biddlesden Road, Westbury	Alterations to boundary treatment by removal of earth bund & provision of concrete wall with fence on top
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**92/18 To approve the risk schedule for 2018/19**

Councillors approved the risk schedule which will be reviewed after one year.

**93/18 To discuss councillor responsibilities**

Cllr VW asked the clerk to circulate current responsibilities, asking councillors to confirm whether they would like to continue or change. This will form part of the agenda again at the meeting in September.

**94/18 Co-option – to consider applications from interested parties and make a decision**

***Suspend standing orders***

In order that councillors didn’t have to choose between the two candidates, Cllr VW asked if one of them would be willing to wait until another vacancy became available (which is highly likely later this year). Cath Young agreed to wait and continue to come along to meetings and contribute as a member of the public. It was agreed to co-opt Jodie Martin onto the council at the next meeting. VW thanked them both for their interest in joining the parish council.

***Reinstate standing orders***

**95/18 To discuss an action plan for the current and next three years**

CK circulated an action plan prior to the meeting showing our current schedule of activity and projects we are working towards. Councillors agreed to review the plan as part of the agenda at monthly meetings in order that it is regularly updated. The clerk will put it on the village website:

<https://westburyvillage.co.uk/westbury-parish-council-published-documents/>

**96/18 Reports**

- a. **Play Park** – the clerk advised that works have started on the playpark by removing some of the old equipment. The new fence will go up in the next few weeks and we will close the park in September when the children go back to school to completely finish the project. Plans can be viewed on the village website at: <https://westburyvillage.co.uk/about-the-village/>  
It has been agreed that the park bin will now be emptied weekly by AVDC as part of the service they provide in line with the dog waste bin collections.
- b. **Highways** – Cllr GC reported that all potholes have now been filled. He apologised for the lack of advance notice but he wasn’t aware it was happening until an hour beforehand.
- c. **Utilities** – see item 88 matters arising.

- d. **Village Hall & WVHA** – Cllr VW reported that Ian Towner was the new rolling chairman. Organisers are very busy preparing for the Summer festival on the weekend of 8/9<sup>th</sup> September.
- e. **Community Shop & Café** – Nothing to report at this time.
- f. **Footpaths ROW** - Cllr VW advised that she has liaised with Sue Rumfitt who has written a letter to Oxfordshire County Council on behalf of the parish council in response to a claim made by one of the landowners.

**Footpaths** - Cllr SB reported that there have been problems with dog poo bags being left in cow fields (posing a danger to cows). A farmer has been in touch with the parish council asking for support in eradicating this behaviour. The clerk has written to AVDC and Thames Valley Police asking for advice which she has forwarded on to the farmer. The clerk will chase Lodge Park who have agreed to install a dog waste bin at the entrance to Mill Field.

The clerk advised that some of the stiles in Westbury make it very difficult for people to walk the public footpaths. It was agreed to put stiles on the HS2 funding wish list. **ACTION: CK/MW**

- g. **HS2** – the clerk advised that Cheryl Snudden, the community engagement manager for HS2 is holding a drop-in session at the village hall on Tuesday 24<sup>th</sup> July from 3 – 7 pm. The drop-ins at the shop & cafe continue through to August on the third Friday of every month from 12 – 4pm. Up-to-date information for HS2 can be found at: <https://hs2inbucksandoxfordshire.commonplace.is/>

#### **97/18 Correspondence received**

- The Department of Transport has written to the parish council advising that HS2 will be carrying out surveys on Westbury playing field between 1<sup>st</sup> August and 31 October 2018 as part of the preparation for constructing HS2. The clerk will respond asking for more detail, a method statement, an SSOW and risk assessments.
- A resident has been in touch with the clerk asking if anyone has had problems with water pressure in the village. The clerk has responded.

#### **98/18 Councillor questions**

None received.

#### **99/18 Public Participation session**

A resident advised that the land between bungalows one and two on Orchard Place belongs to Bucks Highways. The clerk will write asking them to clear the overgrown vegetation.

A resident asked if HS2 had answered her query regarding bore holes and fracking. The clerk will chase.

**ACTION: CK**

#### **100/18 Close**

The meeting closed at 6.20 pm.

**The next meeting will be held on Wednesday 12<sup>th</sup> September at Westbury Village Hall at 8.00 pm**