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Minutes of the meeting of Westbury Parish Council held at Westbury Village Hall on Wednesday 9th October 2019 at 8:00pm

Present: Cllr James Stone (JS), Cllr Graeme Cook, Cllr Vicky Webb (VW), Cllr Cath Young (CY), Cllr Katy Wintour (KW) and Cathy Knott (Clerk)

Questions/comments from the public

No members of the public present.

120/19 To receive apologies for absence and to formally welcome cllr Lindsay Webster
Apologies accepted from Cllr Lindsay Webster (LW).

121/19 To receive and approve for signature the minutes of the meeting held on 11th September 2019. The minutes were approved and signed.

122/19 To note any matters arising from the minutes not included on this agenda for report only
All matters are either on the agenda or are being dealt with.

123/19 To receive declarations of interest related to business on the agenda
Chair JS for 125/19 – neighbour to 21 School Close.

124/19 Financial matters
(a) Financial statement
(b) Payments received
(c) Invoices to be paid
(d) To discuss the budget & precept for 2020

BANK BALANCES	£
Current	11,418.93
Business	23,223.62
TOTAL	34,642.55

Receipts since the last meeting	£	VAT	£
Precept (second half)	9,212.00		
Groundwork UK (NP locality grant)	8,500.00		
Invoices approved for payment			
C. Knott (Sep salary & website hosting fee)	564.13		0
Barbara Osborne (PAYE service)	64.50		0
OPUS (electric) direct debit	91.71		4.59
S.Rodwell (mowing)	181.77		0
Churchyard donation	150.00		0

To discuss the budget & precept for 2020

For the benefit of new councillors, the chairman gave an overview of how budgeting works within Westbury parish council, advising that we are required to submit a precept figure to AVDC at the beginning of January. Items needing serious thought include potential election costs and any costs relating to areas of responsibility. He asked councillors to think about areas falling under their control and to let him have costs. At the meeting in November we can debate and agree some figures.

Action: all

125/19 Planning updates & applications

Application	Address	Details	AVDC Update
19/02652/APP 19/02653/APP & 19/02654/APP	Mill Farm Mill Lane Westbury	Erection of straw, hay and fodder barn. Extension to cattle barn x 2	Parish Council: No objection AVDC: awaiting decision
19/03504/APP	21 School Close Westbury NN13 5GW	Single storey rear extension	Parish Council: No objection AVDC: consults dispatched

126/19 To provide an update on Westbury Speed Watch and to provide costings

The clerk advised that she is still waiting to hear back from the police about training. She provided costings for speed signs but has been unable to find actual community speed watch signs so will ask other councils in the area. A budget of £100.00 was agreed.

Action: CK

127/19 To discuss councillor responsibilities

It was agreed to leave responsibilities as they are for now.

128/19 To provide an update on the meeting with Beachborough School

The chairman advised that he and the clerk met with the headmaster and bursar at Beachborough on 12th September where three main areas were discussed; footpaths through the school grounds, traffic and usage of the lower carpark.

Two villagers personally responded to the letter Beachborough delivered to all parishioners regarding footpaths through the school playing fields and the clerk advised the school of comments made on the village Facebook page. Beachborough have since agreed on a compromise going forward and will be sending out a village email (via the parish council) in due course.

Issues around traffic, speeding and the lower carpark are ongoing. They are looking at various solutions including building another carpark in the upper part of the school, asking staff (not parents) to park in the lower carpark (in so reducing the amount of journeys each day), incorporating a one-way system and looking at the issues at entrances and exits.

If you have any issue regarding Beachborough, please in the first instance write to the Cathy, the parish clerk at (westburyclerk@aol.com).

129/19 To discuss a request to improve the verges around the village by planting wild flower seeds on the verges

An email has been received from two residents. Councillors agreed in principal to planting wild flower seeds on verges in the village as long as they are properly maintained and are not allowed to grow over a certain height. The clerk will write to them asking for the locations of the verges they'd like to plant up and associated costs so that we can consider and agree on a budget at our next meeting on Wednesday 13th November.

Action: CK

Cllr VW requested to purchase bulbs to be planted around the village. A budget of £100.00 was agreed. **Action: VW**

130/19 To make arrangements for the clerk's annual appraisal and a budget meeting

The chairman and vice chair (GC) will arrange a meeting with the clerk in the coming weeks. **Action: CK/JS/GC**

131/19 To discuss arrangements to commemorate/celebrate the 75th Anniversary of VE Day on 8th May 2020

The chairman advised that he'd like the parish council and the village as a whole to mark this occasion and would like to get a volunteer party together to start planning it, along with members from Westbury Village Hall Association, Westbury Parish Hall Charity and Westbury Community Shop & Café. If you have any ideas you would like to put forward, please direct them to the clerk (westburyclerk@aol.com) for discussion at the next meeting.

132/19 To accept councillors reports on the following areas (if there is anything to report):

- a. **Play Park (KW)** Kieron from Kompan has been onsite and adjusted the breaking system at the top of the Net Twister, advising that it seems to be working well but it must be noted then when rotated without any weight it does shudder, but with weight it works well. Cllr KW has carried out checks this month with no issues (other than putting the old notice board back up).

- b. **Highways (GC)** a meeting with Paul Foot (the new TfB representative) has been arranged for this Friday and Cllr GC has a long list of issues to go through with him.

The clerk has reported a flooding issue on Orchard Place between the Church and the bungalows. JS has reported an overgrown hedge along the front of the A422 (Biddlesden Road side) which is overgrown and

causing a problem with line of sight. Anyone can report a highways issue (and follow updates) at <https://www.fixmystreet.buckscc.gov.uk/>

- c. **Utilities (GC)** Weston Power has asked for our new switching regime before they issue a new certificate. GC has requested this from Balfour Beatty.
- d. **WVHA & WCS (VW)** Lots of events are being planned for the coming months including a theatre production of Tiny Heroes on 16th November, the Big Switch on and Christmas Fayre on 6th December, Westbury Wassail on 20th December and a New Year's Eve Party. Reports will be submitted at Westbury Parish Hall's Charity meeting on 16th October. Information can be found at: <https://westburyvillage.co.uk/>
- e. **Neighbourhood plan (CY)** A locality grant has been received which will cover the first few months consultancy fees for O'Neil Homer Consultants and publicity costs. The first steering group meeting will take place on 14th October at the village club.
- f. **Footpaths (VW)** Bucks County Council have put together a draft Rights of Way Improvement Plan (ROWIP) and is asking for feedback. The draft strategy and the evidence reports supporting it are available to download from www.buckscc.gov.uk/rowip. If you would like to submit feedback, you can do so at: <https://www.surveymonkey.co.uk/r/BucksRoWIP>. Cllr VW will submit feedback on behalf of WPC. **Action: VW**
- g. **Hs2 (LW)** JS and the clerk are still working on the application to apply for community environment funding and hope to be able to resubmit before the next meeting. **Action: JS/CK**
- h. **Action plan (CK)** JS has taken over responsibility for tree management and will arrange a survey asap. **Action: JS**

133/19 Correspondence received

Town and Country estate agents; the sign placed on the crossroads has been removed due to safety issues.

134/19 Items for the November Link

Meeting dates

Christmas BIG SWITCH ON and fayre

Neighbourhood plan

Fix my street

Dog fouling

Keeping in touch

Thank you to Derek Crane for donating the Christmas tree again this year.

135/19 Councillor questions

Cllr CY received a call from a member of the public regarding the dangers of crossing the busy A422 from one side of the village to the other. Cllr GC will discuss this with Paul Foot (TfB) on Friday and the clerk will look again at funding streams available to purchase another VAS (vehicle activated sign) to be located at the other end of the village.

Action: GC/CK

Cllr KW and the clerk have been looking at the village Facebook page as it is in need of updating. They would like to either create a new group (rather than a page) or amend the one we've got, which currently James Watson (former member of WSCA) is the admin for. It was agreed to contact James and put a proposal together for the next meeting.

Action: KW/CK

136/19 Public Participation session

No members of the public present.

137/19 Close

The meeting closed at 9.37 pm

The next meeting will be held on Wednesday 13th November at 8.00 pm at Westbury Village Hall.