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Minutes of the meeting of Westbury Parish Council held at Westbury Village Hall on Wednesday 13th November 2019 at 8:00pm

Present: Cllr James Stone (JS), Cllr Graeme Cook, Cllr Cath Young (CY), Cllr Katy Wintour (KW), Cllr Lindsay Webster (LW), Cathy Knott (Clerk) and one member of the public.

Questions/comments from the public

A resident asked if any action had been taken regarding the overgrown vegetation to the front of Grainge Close. The chairman advised that it had been reported twice to AVDC and he would chase it again. It was reported that a vehicle has driven from the village hall carpark over the playing field.

To receive apologies for absence and to formally welcome cllr Lindsay Webster

Apologies accepted from Cllr Vicky Webb (VW). The chairman welcomed Lindsay onto the council.

138/19 To receive and approve for signature the minutes of the meeting held on 9th October 2019. The minutes were approved and signed.

139/19 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.

140/19 To receive declarations of interest related to business on the agenda
JS for 142/19 – neighbour of 21 School Close and friend to the applicant of Manor Farm.
LW for 142/19 - neighbour of 21 School Close.

141/19 Financial matters

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

BANK BALANCES	£
Current	10,506.03
Business	23,225.43
TOTAL	34,642.55

Receipts since the last meeting	£	
interest	1.05	
Invoices approved		VAT £
C. Knott (Oct salary & expenses)	622.12	3.63
O'Neil Homer (NP consultants)	1100.00	220.00
OPUS (electric) direct debit September	97.62	4.88
Maddie Coxhill (website maintenance)	80.50	0
Texprep (Christmas invitations)	56.50	0
Greatfield Plants (bulbs)	83.33	16.67
L.Webster (training)	41.55	0
OPUS (electric) direct debit October	113.69	5.68

To discuss the budget & precept for 2020/2021

Chairman JS, vice chair GC and the clerk met last week to discuss next year's budget. The parish tax base figure for calculating the precept (the average number of band D equivalent properties within our parish) will change from £215.19 to £215.86, an increase of just 0.67. At this stage of budgeting it's clear that some areas of the 20/21 budget

will need to increase but we will try to offset this with reductions in other areas. Initial findings show that there will be an increase of between £500-£700 over the year (a 2.9% increase on the current year).

Projected spends for the rest of year are less than the budget figure, meaning that we could use the surplus for projects at the end of the year. JS will present a draft budget at December's meeting for approval in January.

142/19 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: Approved
19/03817/COUAR	Field Barn Farm Fulwell Road Westbury	Determination as to whether prior approval is required in respect of transport & highway impact, noise, contamination risk, flooding and locational considerations for the conversion of an agricultural building into two dwellings (Class Q(a))	Parish Council: No objection AVDC: awaiting decision
19/03954/APP	Manor Farm House Main Street Westbury	Demolish existing two garages and erect building to accommodate 3 garage bays, workshop and ancillary accommodation to include boot room, store, home office and home gym	Parish Council: No objection AVDC: awaiting decision

143/19 To approve meeting dates for 2020

Dates were approved. The clerk will put them on the website and notice boards.

144/19 To provide an update on the request to improve the verges around the village by planting wild flower seeds on the verges

The request has been withdrawn but will possibly be readdressed next year.

145/19 To provide an update on the clerk's annual appraisal

The chairman, vice chairman and the clerk met on 8th November. JS thanked Cathy for all the work she does for the village. It was noted that during the last audit, the internal auditor mentioned that the clerks job description/contract should include an addendum regarding the work she does for Westbury Parish Hall Charity (as stated in the constitution; that the parish clerk is an ex officio committee member).

146/19 To discuss arrangements to commemorate/celebrate the 75th Anniversary of VE Day on 8th May 2020

The clerk advised that Westbury Parish Hall Charity has agreed to donate £1000 towards the event to support with entertainment and has asked Ian Towner to book a jazz band. The clerk will circulate another village email asking for ideas to be put forward. **Action: CK**

147/19 To accept councillors reports on the following areas (if there is anything to report):

a. Play Park (KW) Two pieces of the older equipment are broken. GC agreed to look at them to see if they are Fixable; if not, we will look into replacing/removing them. A member of Kompan has advised that the net twister has an adjustable brake which should not be tightened down as this will fully apply the braking system and stop it working. KW has requested quotes for a new bigger bin and picnic bench. **Action: GC**

b. Highways (GC) The Mill Lane repair has taken place. GC will chase the other outstanding items. The clerk has reported the blocked drain on Main Street again to County Councillor Clare.

Anyone can report a highways issue (and follow updates) at <https://www.fixmystreet.buckscc.gov.uk/>

c. Utilities (GC) Weston Power has issued a new certificate which GC will send to OPUS, requesting a reduction (due to new lower energy replacements). GC and JS have been looking at annual costings, advising that once all four phases of the replacement programme are complete, we should be making a saving of circa. £1000 per year. The lights using the most energy (70 w) are in Mill Lane and part of School Close. It would make sense to complete the programme as soon as we can if possible, to lower costs and keep a consistency of the same style lighting throughout the village. A proposal will be put together for the next meeting. **Action: GC/JS**

d. WVHA & WCS (VW) Lots of events are coming up next month including the Big Switch on and Christmas Fayre on 6th December, Westbury Wassail on 20th December and a New Year's Eve Party featuring 'Jenna'. WCS have asked permission to put permanent signage on Treebanks. Councillors agreed in principal but would like to have more information before approving fully.

e. Neighbourhood plan (CY) The first steering group meeting took place on 14th October at the village club and vision notes have been produced by O'Neil Homer. The next meeting will be held in December to discuss taking things forward.

f. Footpaths (VW) noting to report.

g. Hs2 (LW) following the rejection of the first application for community environment funding, JS and CK have been working on a second application which CK will submit next week. **Action: CK**

Fusion are carrying out archaeology works at Grove Hill, Westbury until March 2020.

A community drop in event was held in Finmere yesterday, giving information about a proposed 'borrow pit' near to Finmere Quarry which will provide aggregate to the HS2 project.

h. Action plan (CK) noting to report.

148/19 Correspondence received

- AVDC notice of annual uplift of costs for dog waste service (2.6%) and extension of service level agreement. The clerk has confirmed acceptance of agreement.
- Consultation on the priorities and budget for the Buckinghamshire Council – Buckinghamshire councils are asking for views from individuals and parish councils on the proposed priorities and 2020/21 budget for the new unitary council launching on 1st April 2020. To take part in the survey, follow the link: <https://shadow.buckinghamshire.gov.uk/consultations/budget2020/>. The clerk has circulated the information via village email and has completed the survey on behalf of the parish council.
- NALC Reaching Out - Guide to helping principal and local councils tackle loneliness – the clerk advised that she has a copy of the guide which gives practical advice and guidance on this issue.
- FUSION notice of Archaeology works in Westbury from mid November to March 2020. The clerk has circulated via the village email.
- Highways issue at Doctor's Spinney – TFB has added to its programme of works to install 'give way' signage and repaint white lines.
- Request to weed/maintain the footpath to the side of The Burrows, Mill Lane and gravel the bottom part of the path – a budget of £100 was agreed to either replenish the gravel or use road planings. **Action: JS/GC**
- Vale of Aylesbury Local Plan Main Modifications consultation is open for six weeks until 17th December. All publication material can be found on AVDC's website at: <https://tinyurl.com/uhc7d7w>. The clerk has circulated via the village email.
- Notice of Biddlesden Road closure for maintenance - the first phase, the preparatory patching works will take place from the 11th November 2019 and are expected to take up to 17 days to complete. The second phase of the works involves the application of a surface dressing treatment to the carriageway, and this work has been programmed for completion during Summer 2020. The clerk has circulated via the village email.

149/19 Items for the December Link

Meeting dates	Christmas BIG SWITCH ON and fayre
Playpark	Bulb planting
Neighbourhood plan	Fix my street
Keeping in touch	Christmas/New Year wishes

150/19 Councillor questions

CK has applied to the Local Area Forum (LAF) for a grant towards a new vehicle activated sign (VAS) to be located on the A422 coming into the village from Buckingham.

GC has asked TFB to look at the current VAS (coming in from Brackley) as it doesn't appear to be calibrated correctly. The Remembrance Service on Sunday was well attended and a plaque was dedicated to the five Wellington bombers who lost their lives in Westbury during WW2.

151/19 Public Participation session

No comments/questions.

152/19 Close

The meeting closed at 9.15 pm.

The next meeting will be held on Wednesday 11th December at 8.00 pm at Westbury Village Hall.