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## Minutes of the virtual meeting of Westbury Parish Council held via Zoom on Wednesday 22<sup>nd</sup> July 2020 at 8.00 pm

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

### 88/20 Questions or comments from the public

No public present

### 89/20 To receive apologies for absence and welcome

Apologies were accepted from cllr Cath Young (CY) and cllr Lindsay Webster (LW).

The chairman welcomed everyone to the meeting and congratulated cllr KW on completing her new councillor training.

### 90/20 To receive and approve for signature the minutes of the meeting of the parish council held on 10<sup>th</sup> June 2020.

The minutes were approved and signed (virtually).

### 91/20 To note any matters arising from the minutes not included on this agenda for report only

None outstanding; all matters have been dealt with or are on the agenda.

### 92/20 To receive declarations of interest related to business on the agenda

93/20c - JS - invoice for playpark hand sanitizer and KW – training reimbursement payment.

### 93/20 Finance:

- a. Financial statement
- b. To note payments received
- c. To consider invoices to be paid

#### d. Financial statement

Current account: £5,776.63

Business account: £19,473.19

#### e. To note payments received since the last meeting

Interest: 0.80

Western Power Distribution (wayleave payment): £63.32

#### f. Invoices approved for payment £

C. Knott (clerk salary)	541.51
HMRC (tax)	4.80
C. Knott expenses (microsoft365 & ink)	99.76 + (VAT 7.16)
Maddie Coxhill (website expenses)	269.75
S.Rodwell (mowing)	55.65
OPUS (street light electricity)	15.70 + (VAT 4.54)
James Stone (hand sanitiser playpark)	86.22 + (VAT 17.24)
Katy Wintour (training fee)	41.55

### 94/20 To receive planning updates and recommendations

**Application** 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 decision: no objection. AVDC decision: APPROVED**

**Application** 20/00496/APP: Land Off Biddlesden Road Westbury. Erection of 7 dwellings and associated works.

**Parish council decision: objection. AVDC decision: awaiting decision**

**Appeal notification:** 20/00030/REF: 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.

**95/20 Village website - to make the following decisions following NALC guidelines on web accessibility (appendix 1)**

- agree on a budget to make updates and declutter
- create an accessibility statement
- decide whether to apply for exemption (disproportionate burden)

The clerk circulated the NALC guidelines and Maddie's review and options available to us. It was agreed that we should aim for Accessibility Level A and parts of Level AA in the first instance which should be achievable by September 23<sup>rd</sup>. Chairman JS advised that we need to explore funding options to cover costs asap. **Action: CK/JS**

**96/20 To discuss councillor responsibilities and appoint a representative on the new Buckinghamshire Council Community Boards**

It was agreed that a community board representative would be a rolling responsibility to be reviewed again when we have a full team of councillors. Cllr VW agreed to attend the first meeting and report back to council and cllr KW agreed to be second.

**97/20 To provide an update on our communications with OPUS**

Chairman JS gave a precis of the situation. It was agreed that he and cllr GC would meet to discuss the next steps with a view to lodging a complaint with Ofgem. **Action: JS/GC**

**98/20 To accept councillors reports on the following areas (if there is anything to report):**

- Play Park** – KW reported that the park reopened on 10<sup>th</sup> July and is seeing lots of use. We have a risk assessment in place and guidelines are clearly stated on signs around the park. We have taken part in Buckinghamshire Council's summer fun campaign and answer sheets are available at the Shop & Café. More information on this can be found at: <https://www.facebook.com/BuckinghamshireEvents>  
Despite advising that the consumption of food or drink in the park is banned, there continues to be a lot of litter. The clerk has reported the bin not being emptied to Buckinghamshire Council and KW will monitor the issue.
- Highways** – cllr GC has chased Paul Foot (TfB) again regarding our list of outstanding issues. Works on Biddlesden Road have been completed.
- Utilities** – cllr GC confirmed that all phases of our replacement programme are now complete.
- WVHA & WCS** – JS reported that the hall is currently being decorated and is getting ready to reopen to hirers with Slimming World resuming on 11<sup>th</sup> August. Westbury Cricket Club had its first match last week which went well. WCS continues to thrive with the café now seeming more popular than the shop. It is open 7 days a week offering a range of take-away food and drink along with everyday essentials.
- Neighbourhood plan** – it is hoped to rekindle this project in September.
- Footpaths** – works to the footpath WBB/16/1 running along the back of School Close have been actioned; the BT box is now level with the ground and is no longer classed as a trip hazard. VW reported that the Oxfordshire footpaths Mixbury DMMO case has been reviewed and submitted to the Planning Inspectorate.
- HS2** – archaeology works will commence at Grove Hill Farm off the A422 late July and should be completed by the middle of September 2020. HS2 will start to take possession of land towards the end of the month in preparation of advance works. We still have questions outstanding from our meeting in February including projected vehicle movements that construction of the viaduct and bridge will create in Westbury; the clerk will chase Eiffage Kier. It is hoped that the S106 deed of variation will be signed off by Buckinghamshire Council ASAP which will release funds from HS2's community engagement fund, allowing us to commence with projects at the village hall. **Action: CK**
- Action plan** – JS has been in communications with Horizon Treecare who are putting costs together to carry out a tree survey in the village.

**99/20 Correspondence received**

- COVID-19 updates from Buckinghamshire Council – sent out via village email.
- HS2 – contingency information on construction activity in relation to COVID-19 (for information).
- Public health community board profile 2020 – Buckingham and villages (for information).
- OPUS – notification of rate increase from 01.08.2020 (for information).
- The clerk has sent thank you letters to Brackley Town Council and SOFEA for their support in providing food boxes during the pandemic which have been a lifeline to the more vulnerable residents living in Westbury.

### **100/20 Councillor questions**

The clerk advised that later this month will see the last edition of the village newsletter (put together by Sue Lucas and St. Augustine's Church PCC), which has been a great source of communication during the Covid-19 pandemic. It is hoped that the Link will resume in September; however if you would like to see the village newsletter continue alongside the Link, please contact Sue directly: [sue.lucas@osmol.co.uk](mailto:sue.lucas@osmol.co.uk)

Chairman JS advised that Westbury Parish Hall Charity has donated £500 to Brackley Community Hospital Trust which will provide a television for one patient's room (the cost of £500 is due to making it compatible to NHS Pathway, free to view and ability to Facetime/Skype). The donation was gratefully received. The latest information about the hospital can be found at: <https://www.brackleycommunityhospital.charity/>

**101/20 Public Participation session** *(Members of the public are invited to address the council. The session will last for a maximum of 10 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the chairman of the meeting)*

No public present.

### **102/20 Close**

The virtual meeting closed at 9.00 pm

**The next meeting of the council will be held on Wednesday 9<sup>th</sup> September at 8.00 pm. It is hoped to be able to resume meetings at Westbury Village Hall but this will be dependent on Government and NALC guidelines and may still have to be held virtually via Zoom. Information will be on the agenda which will be published on 2<sup>nd</sup> September.**

**Invitations to join the virtual meetings can be found on the agendas. If you would like technical support on how to use Zoom, please contact the clerk on [westburyclerk@aol.com](mailto:westburyclerk@aol.com)**

**Signed: James Stone Dated: 09.09.2020**