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## Minutes of the meeting of Westbury Parish Council held on Wednesday 12<sup>th</sup> April 2023, 7.45 pm at Westbury Village Hall

Present: Chairman James Stone (JS), cllr Graeme Cook (GC), cllr Katy Wintour (KW), cllr Pierre Jeannes (PJ), cllr James Watson (JW), cllr Jonathan Newman (JN), Cathy Knott, clerk (CK) and one member of the public.

### 57/23 Questions or comments from the public

No questions received.

### 58/23 To receive apologies for absence and welcome

Apologies received and accepted for Richard Tredwell (RT). The chairman thanked everyone for attending.

### 59/23 To receive and approve for signature the minutes of the annual meeting of the parish council held on 8<sup>th</sup> March 2023.

The minutes were approved and signed.

### 60/23 To note any matters arising from the minutes not included on this agenda for report only

151/22 Works to remove the stiles on the footpath adjacent to Holywell House are underway.

152/23 The missing fixings on the climbing net attached to the Kompan Glider Structure will be actioned asap.

**ACTION: GC/JS**

### 61/23 To receive declarations of interest related to business on the agenda

None received.

### 62/23 Finance (different from agenda)

#### a. Financial statement

Current account: £4,797.23

Business account: £18,306.56

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

Bank interest (March & April)	25.88
Wayleave payment (Playing Field Rd)	25.00

#### c. to note payments made since the last meeting:

OPUS (streetlight electricity)	54.19 (VAT 2.71)
Sloane & Sons (Coronation bench)	582.50 (VAT 116.50)
No Butts Bin Co Ltd (2 x backless benches for playpark)	400.00 (VAT 80)
Texprep (NP printing)	235.20 (VAT 24.48)
O'Neil Homer (NP consultants)	3300.00 (VAT 660)
O'Neil Homer (NP consultants)	300.00 (VAT 60)

#### d. to approve invoices submitted:

C. Knott (April salary & tax)	700.27
ICO (data protection annual fee – direct debit)	35.00
Play Inspection Co (playpark inspection)	72.95 (VAT 14.59)
SLCC (annual membership fee shared with Evenley PC)	93.50
OPUS (streetlight electricity)	58.88 (VAT 2.94)
Imperative Training Ltd (defibrillator batteries & pads)	119.00 (VAT 23.80)
Ansvar Insurance	1778.44

### 63/23 To consider new planning applications (if there are any) and to receive an update on outstanding applications

**New: 23/00898/APP** The Wilds, Brackley Road, Westbury, Northants, NN13 5JN – householder application for relocation and retention of cabin to provide ancillary annexe accommodation.

It was resolved to submit 'no objection'.

Applications with updates:

**Application 22/00378/ALB:** Manor Cottage, Mill Lane, Westbury. Listed building application for re-roofing the main dwelling. Appeal lodged 25.01.23 (ref: 22/00121/NONDET) – **Decision: appeal allowed.**

Applications with no change to information

**Application 21/04043/APP:** Mill Farm, Mill Lane, Westbury. Variation of condition 2 attached to planning permission 17/02835/APP (erection of four dwellings) to allow drawing 1703-03E to be approved.

**23/00299/APP** - Barn House, Orchard Place. Householder application for conversion of existing ancillary detached outbuilding into games/gym/study and alterations to external elevations

**64/23 To decide what action to take regarding the access path relating to application 21/04043/APP**

It was agreed to take action to relocate the permissive pathway (to avoid the stairwell) by repositioning the fence to make it safe and accessible and try to recover costs from the developer. The following actions were resolved:

Liaise with Western Power over the concrete slab – **ACTION: GC**

Liaise with Mr Capella – **ACTION: JS**

Liaise with homeowner adjacent to path – **ACTION: JN**

**65/23 To receive a report from the neighbourhood plan steering group**

Cllr JN advised on results following consultation with the village which showed a clear majority for the first scenario. Consultants O’Neil Homer have agreed we have a clear mandate; the next step is to work through an action plan and get all documents/information ready for formal consultation. It is hoped we’ll be able to get the plan signed off and submitted to Buckinghamshire Council in September to be examined before the formal review and referendum. One of our actions is to agree on policies (circulated and discussed). Councillors resolved to agree with the steering groups decision. The chairman thanked JN and everyone involved, adding it’s amazing the work you are doing.

**66/23 To provide an update on the HS2 community fund project**

Richard Haynes has installed safety fencing at the village hall as a gift to the village. It was agreed not to add floodlighting to the hall. HS2 has approved our request for additional funding to install solar panels (£26,447) and WPHC will match fund £5000 (this includes work to lower the trees at the back of the hall). Quotes have been submitted for solar panels and discussions are underway to decide on the supplier. **ACTION: JS/PJ/GC**

**67/23 To decide on/approve the contractor for the grass cutting tender**

It was resolved to renew Scott Rodwell’s contract until 2026 with an option to extend for a further two years.

**68/23 Insurance; to review and approve a broker and schedule of insurance for one fixed year or long term (three years)**

Three quotes were received from CAS (Community Action Suffolk) through Ansvar, Zurich and BHIB. It was resolved to renew with CAS and tie in for three years.

**69/23 To discuss/assign councillor responsibilities**

It was resolved to assign Beachborough Liaison and Speed Watch to cllr JW, HS2 to cllr JN and Footpaths to cllr RT.

**70/23 To approve amendments to the asset register**

Amendments were approved.

**71/23 To discuss arrangements for the King’s Coronation celebrations**

The Coronation bench has arrived and will be installed on the playing field.

**ACTION: JS**

As no further volunteers have come forward, it was agreed not to organise a community event. The shop & café are planning to have a community BBQ on Sunday 7<sup>th</sup> May.

**72/23 To accept councillors reports on the following areas (if there is anything to report):**

- a. **Play Park** – see item 60/23. Some of the equipment needs oiling.
- b. **Highways** – GC will request a meeting with the new local area technician Simon Scullion. The clerk is waiting for an update on Main Street drains from the Highways capital drainage team.
- c. **Utilities** – GC is waiting for a quote from Balfour Beatty to replace the three streetlights on the A422 and the four lights at the bottom of Mill Lane.
- d. **WVHA/WCSC updates** – PJ advised the hall is in good shape. WVHA is looking into the possibility of employing someone to oversee it to secure its future. The shop continues to thrive.
- e. **Neighbourhood plan** – see item 65/23.

- f. **Footpaths** – a new style and gate have been installed on the Mixbury footpaths.
- g. **HS2** –all updates are on our village website at: <https://westburyvillage.co.uk/full-steam-ahead-on-hs2/>
- h. **Action plan** – no new updates.

**73/23 To note correspondence received that requires discussion**

n/a

**74/22 Councillors Open Forum**

It was agreed to set up a Google Group for councillors to share information.

**75/23 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 questions/comments.

**76/23 Close**

The meeting closed at 9.20pm.

**The next meeting will be the annual meeting of the parish council on 10<sup>th</sup> May 2023, 7.30 pm at Westbury Village Hall.**

**Signed: James Stone**

**Date: 10<sup>th</sup> May 2023**