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Minutes of the meeting of Westbury Parish Council held on Wednesday 15th November 2023, 7.30pm at Westbury Village Hall

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

162/23 To receive apologies for absence and welcome

All councillors present. Caroline Cornell and Patrick Fealey sent their apologies from Buckinghamshire Council. The chairman thanked everyone for attending.

163/23 Questions or comments from the public

Cllr Cornell advised Bucks Highways has raised an emergency works order for Doctors Spinney Road as it is in such a bad state.

164/23 To receive and approve for signature the minutes of the meeting of the parish council held on 11th October 2023.

The minutes were approved and signed.

165/23 To note any matters arising from the minutes not included on this agenda for report only

154/23 - how to mark the 80th anniversary of the D-Day landings on 6th June 2024; WCSC would like to be involved. The clerk will add to the January agenda for further discussion.

158/23 - to raise the crown of the trees in the playpark – to be actioned.

159/23 – the clerk will contact HS2/EKFB to ask whether they would fund and install a kissing gate (to replace the locked gate) in the field adjacent to the playing field.

166/23 To receive declarations of interest related to business on the agenda

Cllr PJ for item 173/23 re. matting quotes.

167/23 Finance (different to agenda)

Financial statement

Current account: £25,181.45

Business account: £28,710.56

a. To note income received

Bank interest (Nov)	31.66
EKFB (grant for Christmas tree)	320.00
Groundwork (HS2 funding for solar panels)	17,998.52
WPHC (shared grant for overflow carpark)	1,760.00
WCSC (shared grant for overflow carpark)	1,760.00

b. To note invoices paid since the last meeting

Kompan (zip wire handle)	120.22 (VAT 24.00)
Argos (ink)	40.74 (VAT 8.14)
Amazon (Speed Watch bag and counter)	20.98 (VAT 4.20)
Tree Solutions (funded by HS2 & WPHC)	6500.00 (VAT 1300)
GOV.UK (land registry search)	3.00

c. To approve invoices submitted:

C. Knott (Nov. salary & tax)	700.27
S.Rodwell (mowing)	61.22
OPUS (streetlight electricity)	52.71 (VAT 2.64)
Energy My Way (solar panel invoice funded by HS2 & WPHC)	20,706.34
R S Haynes Ltd (overflow carpark)	5280.00 (VAT 1056)

d. To consider budget information for the next financial year 2024/25

It was agreed that a working party will meet on 29th November to discuss what we'd like to achieve over the next five years and how we'll fund it. As there isn't another meeting this year, the chairman will prepare a draft budget which he'll circulate for comments before seeking approval at the January meeting.

168/23 To consider new planning applications (if there are any) and to receive an update on applications outstanding

23/02295/APP – Red Oak Farm, Westbury. Erection of a muck store – WITHDRAWN.

169/23 Resolve to sign off the final version of the Neighbourhood Plan Submission Plan

Cllr JN circulated documents prior to the meeting which were shown on the big screen; he talked councillors through the documents. Councillors unanimously resolved to approve the plan, consultation statement and other documents that will be submitted to form the final version of the Neighbourhood Plan to be independently examined.

He advised there is one photo substitution still to be actioned and a few minor amendments to be made before submission; councillors therefore gave cllr JN delegated authority to make these amendments.

Cllr JN and the clerk will now formally respond to the individuals who responded to the regulation 14 consultation.

The chairman thanked cllr JN for leading on this major project and thanked the steering group for all their work.

170/23 To discuss options for having an email address for the new westburyvillage.org domain and agree a budget

The clerk has contacted Cloudy IT and is awaiting quotes. It was agreed to discuss further at the budget meeting to get a better understanding of needs.

171/23 To provide an update on the HS2 community fund project

The project is now complete. The clerk has submitted the completion report and will circulate an email to villagers informing them of a successful project.

172/23 To decide on the best action to take regarding the grass strip to front of the village hall

The chairman explained the strip of grass to the front of the patio at the village hall gets very muddy but due to Football Association rules it must remain a grass surface. He and cllr RT will explore solutions and costs. The clerk will add it to our action plan.

Action: JS/RT

173/23 To agree on quotes received for suitable matting at the playpark

Cllr PJ is awaiting quotes and will circulate to councillors once received.

174/23 To accept councillors reports on the following areas (if there is anything to report):

- a. **Play Park;** the handle for the glider (zip wire) has been delivered. Cllr GC will oversee fitting.
- b. **Highways;** a new works order for the gullies to be jetted and inspected by CCTV has been raised for the whole of Main Street as issues are still apparent.
- c. **Utilities** – nothing to report.
- d. **WVHA/WCSC updates;** there will be a further charity meeting on 22nd November to discuss how best to manage the hall going forward.
- e. **Neighbourhood plan;** see item 169/23.
- f. **Footpaths;** works to repair the concrete bridge at Beachborough School (connecting Mixbury footpaths 30, 31 & 32), is running behind but it is hoped work will be completed by the end of the month. The footpath leading up to the Dust Houses (WBB/24) is inaccessible. The clerk has reported to Buckinghamshire Council Rights of Way Operations Team (reference number 231091496).
- g. **HS2;** nothing to report.
- h. **Action plan;** see item 172/23.
- i. **Speed Watch;** cllr JW advised two new sites have been approved by the Police. The project is going well, and volunteers have been out twice a week over the last few weeks.
- j. **Beachborough;** a productive meeting has been held with the Bursar and Headmistress. From January, the school will trial staff only using the lower carpark and encourage parents to travel one way around the village to help with the flow of traffic at peak times.

175/23 To note correspondence received that requires discussion

Emails have been received from previous members of Westbury Football Club looking to get the club back up and running next year. Cllr PJ has been liaising with them via email and has explained the challenges we face because we already host the cricket club and Brackley Junior teams. It was agreed to meet and discuss further.

176/23 Councillors Open Forum

The chairman thanked everyone for their work this year.

177/23 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)*

A member of the public, acting in her role as Bursar at Beachborough School thanked councillors for meeting with her and the Headmistress over the half term break. The school is working with the community to share sports facilities where they can.

178/23 Close

The meeting closed at 8.50pm.

Signed: James Stone

Date: 10th January 2024