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Minutes of the meeting of Westbury Parish Council held on Wednesday 13th March 2024, 7.30pm at Westbury Village Hall

Present: Chairman James Stone (JS), cllr Graeme Cook (GC), cllr Katy Wintour (KT), cllr Jonathan Newman (JN) and Cathy Knott, clerk (CK). Caroline Cornell from Buckinghamshire Council joined us to provide an update for 34/24.

33/24 To receive apologies for absence and welcome

Apologies received from cllr Pierre Jeannes (PJ) cllr Richard Tredwell (RT) and cllr James Watson (JW). Robin Stuchbury from Buckinghamshire Council also sent his apologies and provided an email update.

34/24 Questions or comments from the public

Buckinghamshire Councillor Cornell provided an update on highways issues flagged. Cllr GC thanked her and Simon Scullion (our Local Area Technician) for their support and for dealing with some of the issues. Cllr GC advised we were told in 2021 that the piping for drains in Main Street needed replacing but this has never materialised. The chairman asked for the abandoned highways signage to be collected that has been left around the village. Cllr Cornell agreed to raise both with Highways. Cllr Cornell provided information on the Repair Café, the skate park and banking hub in Buckingham. Support with the cost-of-living crisis can be found at [Help with the cost of living \(Helping Hand\) | Buckinghamshire Council](#)

35/24 To receive and approve for signature the minutes of the meeting of the parish council held on 7th February 2024. The minutes were approved and signed.

36/24 To note any matters arising from the minutes not included on this agenda for report only

159/23 – the metal kissing gate (for better accessibility from the field adjacent to the playing field) has been delivered and Richard Haynes will install it.

09/24 – FA regulations have been confirmed; we need to allow a two-metre run off (of grass) around the perimeter of the pitch which means we can extend the patio to the front of the hall. The clerk has requested two further quotes and is looking into funding options as HS2 funding streams closed last October.

37/24 To receive declarations of interest related to business on the agenda

None received.

38/24 Finance (*different from agenda*)

a. Financial statement

Current account: £10,671.64

Business account: £18,779.07

b. To note income received

Bank interest (Feb)	20.71
Bank interest (March)	20.73
EKFB (grant for kissing gate)	588.38

c. To approve invoices submitted:

C. Knott (March salary)	712.40
HMRC (tax)	31.20
Barbara Osborne (PAYE service Jan-March)	69.00
McVeigh Parker (kissing gate)	490.32 (98.06)
Bucks Council (dog waste collection annual charge)	408.94 (VAT 81.79)
OPUS (streetlight electricity)	55.32 (VAT 2.77)
Wickes (notice board repairs)	15.67 (VAT 3.13)
Ansvar Insurance (additional premium to include solar panels)	594.04

39/24 To consider new planning applications (if there are any) and to receive an update on applications outstanding

Pending applications:

23/03458/ALB The Old School House, Main Street, Westbury. Listed building application for removal/reconfiguration of modern internal partitions, new external doors and external repairs of stonework, chimneys and ashlar. Also replacement of UPVC windows with steel framed casements (previous approval 21/02701/ALB). WPC: no objection.

Decided applications:

24/00182/COUAR - Fields 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 dwelling house (Class Q(a) and in relation to design and external appearance of the building (Class Q(b)).

WPC: no objection. **BC: Approved.**

24/00055/APP Red Oak Farm. Proposed erection of a general-purpose agricultural building.

WPC: no objection in principle however, we would like the applicant to adhere to advice set out in the ecology response (from the directorate for planning, growth and sustainability) around biodiversity regarding hedgerows and grassland. Also as it will encroach on footpath no. 17 WBB/17/1 this would need to be diverted. **BC: Refused.**

40/24 To consider quotes received for suitable matting at the playpark

Deferred until the next meeting.

41/24 To explore installing EV charging points at the village hall following Buckinghamshire Council's news that it has secured further funding where there is little off-street parking available across the county

Buckinghamshire Council has launched a 5-year Action Plan to support the transition of the county to electric vehicles (EVs). The Plan covers a range of measures, including doubling the number of EV charging parking spaces across Buckinghamshire by 2023/4 and an ambition to have more than 1,000 publicly-available charging spaces across the county by 2027. More information can be found at: [Buckinghamshire Council launches ambitious Electric Vehicle Action Plan | Buckinghamshire Council](#)

It was agreed that we should investigate the possibility of having charging points in the village hall carpark. The clerk will add it to our action plan.

42/24 To provide a response to the community board boundaries review

The clerk will complete the survey on behalf of the parish council [Community Boards Boundary Review - Your Voice Bucks - Citizen Space](#)

43/24 To agree on quotes received for a new village website and gov.uk email address

The clerk and councillors JN and JW met virtually with Mark Tomkins, Director of Aubergine (see item 10/24 of the January minutes) and clarified certain areas of the quote received. **Councillors resolved** to accept the quote for £999 + VAT which includes one-off set up of site £499, annual domain management for westburyparishcouncil.gov.uk £100 and transfer of content £400 (estimated).

As Aubergine has a symbiotic relationship with Cloudy IT, **councillors also resolved** to accept the quote provided for their gov.uk email service £723.75 + VAT with an ongoing monthly charge of £31.40 + VAT.

It was agreed we need to rationalise what to include on behalf of the village and how that side of information will be managed going forward; the chairman suggested we bring it up with WPHC for discussion as it will affect WCSC and WVHA.

44/24 To agree on a new contract to supply the street lights

OPUS no longer issue a service for unmetered supplies and standing charges have risen massively so Cllr GC contacted the National Grid who advised 'there is very little information we can provide as the query relates to supplier charges and ultimately how they will change once the migration from Non Half Hourly to Half Hourly completes'. GC has also contacted Western Power and the four companies still offering an unmetered service; we have instructed the utility specialists to act on our behalf to find the best deal. All suppliers are charging in the region of £1.50 standing charge unmetered supply per day. Our contract with OPUS ended on 12th March and we are now paying £1.20 per unmetered supply (as opposed to 7p per supply).

Patrick Fealey (Buckinghamshire Council) has been advised of the issue and has raised awareness with other parish councils; he is investigating what's happening on our behalf as this will have a detrimental effect on the budget going forward. It was agreed to circulate any quotes once received via email. The chairman thanked GC for all his work on this.

45/24 To provide an update on the hike in insurance premium to cover the solar panels

The additional insurance premium for the solar panels is £594.04 which only covers the panels until 14th April 2024 and Ansvr has advised we must comply with the following; an annual professional service, regular cleaning, visual checks etc.

As we are in a three-year fixed contract (until April 2026) with Ansvr, the clerk asked what the penalty fee would be to leave early and was informed there wouldn't be a charge. The clerk has therefore contacted other insurance companies for quotes. BHIP won't provide a quote because we are in a three-year contract but Zurich provided a quote for £3,517.80 (for one year) or £3,202.97 (for three years). Once our current insurance company provides a quote, we will decide what to do.

46/24 To firm up arrangements to mark the 80th anniversary of D-Day on 6th June

The clerk suggested we mark this important occasion by placing lit lanterns on a marked-out section of the playing field. We will ask WCSC to provide a BBQ and WVHA to open the bar. WPHC has agreed to fund craft materials for the lanterns. All councillors agreed so the clerk will start to organise.

47/24 To accept councillors reports on the following areas (if there is anything to report):

- a. Play Park;** GC will oversee fitting for the handle for the glider (zip wire).
- b. Highways;** GC met with Simon Scullion, our Local Area Technician earlier this month to highlight areas around the village needing action. He also met with cllr Cornell so she is aware of the issues.
- c. Utilities –** see item 44/24.
- d. WVHA/WCSC updates;** an 80's disco will be held on 23rd March if enough tickets are sold.
- e. Neighbourhood plan;** the final consultation for the draft Plan (Regulation 16) is currently live and will close on 21st March. Buckinghamshire Council is soliciting feedback via a final consultation process and following this the comments received will be passed to an independent examiner, to be appointed by Buckinghamshire Council, who will consider the representations and determine if the draft Plan should be put to a community referendum.
- f. Footpaths;** nothing to report.
- g. HS2;** 18 people have signed up for the tour.
- h. Action plan** see item 41/24 – add EV charging points.
- i. Speed Watch;** 12 vehicles have been reported in the last month on the A422. No volunteers have come forward following our appeal in the Link and village email.
- j. Beachborough;** Simone and Charlotte sent their apologies as they had an event at school. The chairman advised the school has formally asked to use the playing field for cricket (and use of the wicket) on Wednesday afternoons. Westbury Cricket Club has agreed they can use the wicket and the parish council supports them using the field. They will provide their public liability insurance details and will put up the cricket club's A boards up before the match at the entrance to Playing Field Road to advise that cricket is being played.

It was agreed to arrange another meeting with the school to discuss traffic, land responsibility etc.

Action: JW

48/24 To note correspondence received that requires discussion;

- Bucks Great British Spring Clean runs between 15th to 31st March
- Temporary road closure Main Street on 20th March 09:30 to 15:30
- Temporary road closure Biddlesden Road, Syresham 03.04.24 to 05.04.24
- Temporary road closure Fulwell Road on 27th March 9.30am to 3.30pm

The clerk will circulate the above information via village email and Facebook.

49/24 Councillors Open Forum

None received.

50/24 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*)

None received.

51/24 Close

The meeting closed at 9.15pm.