

Whitchurch Parish Council
Clerk to the Council – Mrs Ann-Marie Davies

Minutes of the Meeting of Whitchurch Parish Council held on Tuesday 8 September 2015 in the Methodist Church at 7.30pm

Present: Vice Chairman Paul Foot
Councillor Charlotte Lincoln
Councillor Susan Ford
Councillor Mark Parrott
Clerk Ann-Marie Davies

Plus PCSO Wendy Taylor & 9 residents

1. **To note apologies for absence:** Apologies were received from Councillor David Meakin and Councillor Paul Alderman. Chairman Ashley Bond had previously alerted the Clerk that he may be late. In his absence, Vice Chairman Paul Foot took the Chair.

2. **To receive a presentation from Ian Hopper of Community Impact Bucks –** Apologies had been received from Ian Hopper. This item would be moved to the October agenda.

ACTION: AMD

3. **Open Forum for Parishioners:** (under adjournment). Several highways issues relating to overgrown hedges and potholes were raised by residents. The Clerk would pass on to the Local Area Technician to deal. Councillor Ford advised the poster showing the new website details had an out of date photograph of Councillors. The Clerk was asked to remove.

ACTION: AMD

PCSO Wendy Taylor was able to respond to a question raised by Councillor Ford which related to two vehicles obstructing a footway. Warning letters had been placed on windscreens.

A resident suggested the Parish Council think about introducing a welcome pack for new residents into the village. The Clerk thanked the resident for raising such a good idea and agreed to liaise with other Clerks and the PCSO to obtain further details and bring back to a future meeting.

ACTION: AMD

4. **Declaration of interest in items on the agenda:** to declare any interests – Councillor Parrott stated that he would have to abstain from any discussion which related to the Land off Stone View Oving.

5. **To confirm the minutes of the meeting of 14 July 2015 –** the minutes were agreed as a correct record and in the absence of the Chairman, the Vice Chairman Paul Foot signed them off.

6. **To update on matters arising from the minutes of the last meeting and agree any further actions required –** The Clerk advised that she still needed measurements taken of the damaged hose to the zip wire. Vice Chairman Paul Foot agreed to do this.

ACTION: PF

Councillor Lincoln said that she still had to deal with the weeds in the play area and would update at a future meeting.

ACTION: CL

Whitchurch Parish Council
Clerk to the Council – Mrs Ann-Marie Davies

7. **To consider proposals to introduce a skatepark into the village following representations by young residents** – Disappointingly, even though this had been advertised for discussion, no youths in the village had turned up to the meeting. Councillor Lincoln updated the group on the representations she had had from youngsters in the village following their petition to introduce a skatepark and suggested that it be put back on the agenda for October, but this time it would be advertised more widely, and by poster inviting youngsters to come along and express their views. Only then could the Parish Council take it to local residents to gauge their support. The Clerk would put together a poster and agree content with Councillors before displaying in the Whitchurch News and on noticeboards and village websites.

ACTION: AMD

Chairman Ashley Bond arrived during item 7 and took over the Chair from Vice Chairman Paul Foot. The Chairman carried belated apologies from County Councillor Netta Glover and District Councillor Janet Blake.

8. **Planning:** To discuss planning applications and make recommendation, and to include those planning applications received after this agenda is published, if urgent:

15/00636/APP – Land rear of Spencer House, Little London, Whitchurch, Bucks, HP22 4LE – Erection of agricultural storage barn – The Council resolved that it had NO OBJECTION to this planning application. The Clerk would advise AVDC via their planning portal. **ACTION: AMD**

15/02598/PP – 1 Rickyard Close, Whitchurch, Bucks, HP22 4NX – Two storey front extension, conversion of garage into living accommodation and single storey attached garage to side including formation of new vehicular access - The Council resolved that it had NO OBJECTION to this planning application. The Clerk would advise AVDC via their planning portal.

ACTION: AMD

A planning application for **9 Firs Close, Whitchurch, Bucks, HP22 4LH** to install a single storey front extension had arrived after the agenda was published but was not able to be discussed as details had not yet been uploaded to the AVDC planning portal. As the closing date for comments was 6.10.15 and before the Councils next meeting, the Clerk would seek a decision via email and send hardcopies to Councillor Susan Ford.

ACTION: AMD

Councillor Lincoln carried apologies from Karen Smethurst and updated the group on Karen's concerns over TFB's lack of understanding regarding increased traffic through the village that these the proposed future development of 80 houses would encourage. The Chairman responded that he had discussed this issue with District Councillor Janet Blake and, as part of her remit as Councillor responsible for the Whitchurch area, she would ensure questions were asked around this issue.

With regard to the proposed development at Oving, the Chairman reported that whilst AVDC had no obligation to consult on this as permission had already been granted, he would ensure that Whitchurch Parish Council supported Oving Parish Council in voicing their concerns.

ACTION: AB

9. **Finance:**
a. To draw cheques

The Council resolved to draw the following cheques:-

Whitchurch Parish Council
Clerk to the Council – Mrs Ann-Marie Davies

Aylesbury Mains	chq 482	£50.88	(raised & signed 4.8.15)
Ann-Marie Davies	chq 483	£370.94	(raised & signed 4.8.15)
AVALC	chq 484	£20.00	(raised & signed 4.8.15)
Betty Rose	chq 485	£100.00	
Mazars	chq 486	£120.00	
Lynch Garden Services	chq 487	£30.00	
AVDC	chq 488	£260.00	
Ann-Marie Davies	chq 489	£382.13	
D P Alderman	chq 490	£30.00	
D P Alderman	chq 491	£15.00	August TFB meeting
A Dancer	chq 492	£460.00	
Whitchurch PCC	chq 493	£350.00	

- b. To agree accounts for June & July 2015

The accounts for June and July 2015 were agreed as a correct record.

- c. To consider making a contribution towards the upkeep of the Church footpath.

Councillors resolved to pay £350 towards the upkeep of the Church footpath and a cheque was raised and signed at the meeting (see above for details).

- 10. Highways, Footpaths & Footways, Street Lighting:** The Clerk advised the group that she had sent chasing emails to TFB to check on progress of footway to the bus stop and feasibility study for the pedestrian crossing in the High Street. She would advise the group when a response was received.

Following an item raised in Open Forum by Councillor Susan Ford regarding an increase in dog fouling in Ashgrove Gardens, PCSO Wendy Taylor agreed to forward posters to the Clerk which urged the public to be more respectful in this regard. Once received the Clerk would arrange for them to be laminated and displayed.

ACTION: AMD

11. Recreation Ground

- a. To discuss and consider costs for regular inspections of playing ground – This item was raised back in July and the Clerk had sought different costs for Councillors to undertake inspection training. This information was distributed at the meeting. Following consideration it was agreed that as the Council were already meeting their duty to have an annual safety inspection, the Clerk was asked to put together a tick list for Councillor Paul Foot to use on his regular inspections with a view to retaining the sheets for 20 years in accordance with good practice.

ACTION: AMD

Councillor Paul Foot reported that the zipwire had been tightened. Councillor Charlotte Lincoln reported that she had spoken with Jan Hall from the Probation Service and an offer to do more work in the village on Wednesdays and also for this Friday was extended. The Legion Hall would need to be made available and Councillor Lincoln agreed to liaise with the Caretaker.

ACTION: CL

Whitchurch Parish Council
Clerk to the Council – Mrs Ann-Marie Davies

12. To consider correspondence and other communications received since last meeting:

- a. To consider the request from WCCA for the PC to 'host' a firework event on their behalf and also to agree closure of the footpath to the east side of the cricket ground to allow safe set up and display – The Chairman adjourned the meeting to allow the proposers of the Firework display to take part in discussions. A draft poster had been produced which showed the joint event between the Parish Council and the WCCA. A risk assessment had also been prepared. The Clerk agreed to look over the checklist and get back to the proposers with any suggested amendments which could be needed to meet the Insurers requirements. The Clerk also confirmed that TFB had been contacted to arrange for the footpath closure to the east end of the cricket ground. **ACTION: AMD**

All Councillors voted in favour to support this event and the meeting returned into session.

- b. To note the signed off Annual Return from Mazars auditors and agree to post details online – The Clerk told the group that the Annual Return had been signed off as correct by the External Auditors Mazars. She had displayed the return, together with the notice in the village for the required 14 days and asked for the Return to also be published on the web to meet the Councils publication requirements. The Clerk would send a copy of the return to Councillor Charlotte Lincoln for her to upload. **ACTION: AMD/CL**

The Clerk asked the Chairman and Vice Chairman to sign off a completed feedback form for the grant received from the Community Chest towards the new noticeboard in the village. Councillor Lincoln agreed to take a photograph of the noticeboard so that the Clerk could send through to the Administrator of the fund. **ACTION: CL**

13. To agree the date of the next meeting – The date of the next meeting was agreed as Tuesday 13 October at 7.30pm in the Methodist Church.

Signed:

Date