

WHITCHURCH PARISH COUNCIL

CLERK TO THE COUNCIL MRS ANN-MARIE DAVIES

Minutes of the meeting of Whitchurch Parish Council on Monday 10 April 2017 at 7.30pm in the St Johns Hall

Present: Chairman Ashley Bond
Vice Chairman Charlotte Lincoln
Councillor Mark Parrott
Councillor Paul Alderman
Councillor Sue Ford (although had sent her apologies, arrived late)

County Councillor Netta Glover
Plus 3 residents

- 1. To receive apologies for absence** – Apologies were received from Councillor David Meakin, Councillor Caroline Heron and Councillor Sue Ford.
- 2. Declaration of interest** in items on the agenda – Chairman Ashley Bond declared an interest in any planning items due to his membership of the AVDC Strategic Development Control Committee and also the Development Management Committee. Councillor Mark Parrott declared an interest in the Planning item for Archers Farm on Bushmead Road.
- 3. Open Forum:** – (under adjournment). County Councillor Netta Glover gave an update to the group. A resident reported that the pothole on the second junction at Ashgrove Gardens had still not been repaired. The Clerk would report to Transport for Buckinghamshire (TFB) again.
ACTION: AMD

A resident also asked if the cones which were used at the May Feast last year could once again be used. The clerk would investigate and report back to the group. **ACTION: AMD**

- 4. To agree the minutes** of the last meeting held on Monday 13 March 2017 – the minutes were agreed and signed as a correct record.
- 5. To update on matters arising** – The Clerk advised the group that she had contacted the Devolved Services Contractor about meeting up but had not received a reply. The Chairman had spoken to him and he was unsure as to why the meeting should be necessary as he had already attended a safety review meeting. The Vice Chairman Charlotte Lincoln advised the group that it was the Parish Council responsibility to ensure we were satisfied with the safety procedures being carried out and the Clerk was asked to contact the Contractor once again.
ACTION: AMD

The Clerk was also asked to request that the Devolved Services Contractor spray the area by the Sandpath and also lay chippings to the area he had cleared. **ACTION: AMD**

The Clerk was also asked to feedback the overwhelming positive response received to his first cut. **ACTION: AMD**

- 6. To consider correspondence and other communication received since the last meeting.**
 - a) To discuss future website administration** – Vice Chairman Charlotte Lincoln lead this item and said that two years had passed since the setup of the Whitchurch Parish Council website and Councillors needed to decide whether they wanted to re-register the domain name for another two years. One of the residents in the village had indicated he was willing to take on the administration for the older village website if Councillors so wished. This website had been left in a static state since the passing of Terry McCaffrey. Councillors unanimously agreed to pursue this suggestion. Vice Chairman Charlotte Lincoln agreed to check Councillor Heron as she had been in dialogue with the volunteer. The Clerk was

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asked to highlight the fact that the village website was now obsolete in the Whitchurch News and also to place this item on the next agenda for discussion. **ACTION: AMD**

- b) To consider asset map and update as necessary – The Clerk had come across a village asset map whilst looking through Parish Council files. The Chairman agreed to take the map away and update where possible. **ACTION: AB**

Other items received: - An invitation to the Worldwide Whitchurch Weekend on Friday 2nd – Sunday 4th June 2017 being held in Shropshire had been received. This was the bi-annual event that looked to bring all of the Whitchurch villages across the country together in a weekend full of fun events. The Clerk was asked to put this information into the Whitchurch News in case any residents wanted to form a team on behalf of Whitchurch Bucks and take part in the activities across the weekend and was also asked to forward to Jeremy Sampson in case WCCA wished to take part. **ACTION: AMD**

The Clerk updated the group that their nomination for the Chairman to be invited to the Royal Garden Party at Buckingham Palace in May had been successful.

The Clerk also advised the group that the village application for Best Kept Village had now been submitted. She highlighted the feedback from last years' entry when Whitchurch had received a Highly Commended rating. The Parish Council would clearly be delighted to win an award this year and to that end would like to kindly ask residents to keep this in mind and support in any way they could e.g. keeping their frontages clear of litter. Judging would take place 1 June – 7 July 2017. The White Swan public house had very kindly offered to award a £50 voucher to the best frontage! The Clerk would also make enquiries as to the delivery date of the new seating.

The Clerk was asked to write to all holders of the suggestion boxes placed around the village to thank them for their participation. The boxes were asking for suggestions on how nearly £25k should be spent on sport and leisure facilities in the village. **ACTION: AMD**

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

17/00772/APP – Archers Farm, Bushmead Road, Whitchurch, Aylesbury, Bucks, HP22 4LG – Creation of Access. Councillors considered this planning application and resolved that they had **NO OBJECTIONS**. The Clerk was asked to advise AVDC. **ACTION: AMD**

8. Highways, Footpaths and Footways

- a) To report and update on issues and repairs. The Clerk advised the group that she had contacted TFB to ask their advice on repairing the wall to the footway that had been installed to the bus stop. They advised that an approved contractor would have to be used, road space would need to be booked, two way traffic lights installed, and also AVDC would need to be contacted as this particular site was in a conservation area. Councillors agreed to obtain quotes. The Chairman would speak to Richard Ashford and the Clerk would contact J&S Contractors and AJ North. **ACTION: AB/AMD**

Councillor Ford asked if the vegetation could be cut back from School Lane to Hemp Platt. The Clerk was asked to instruct the Contractor on behalf of the PC. **ACTION: AMD**

Councillor Ford also asked what a resident should do about damp to an internal wall which he believed was due to an overflowing drain in the carriageway. The Clerk would forward details of the Local Area Technician at TFB to Councillor Ford. **ACTION: AMD**

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9. Street lighting

- a) To report and update on issues and repairs
Councillor Mark Parrott reported that the damaged column at Swan Close was still in place. He also said that a further column to the outside of 10/11 Swan Close was in a bad state of repair and could also do with replacing. Councillors agreed and the Clerk was asked to contact the lighting contractor to discuss.

ACTION: AMD

10. Finance

- a) To agree the accounts for February 2017 – The accounts were agreed as a correct record.
b) To draw cheques

The Council resolved to draw the following cheques:-

BALC	chq 583	£152.43
Ann-Marie Davies	chq 584	£443.70
PCC Whitchurch	chq 585	£16.00
Lynch Garden Services	chq 586	£200.00
Came & Company	chq 587	£25.00

11. To report on meetings attended on behalf of the Parish Council

- a) Winslow Local Area Forum – None held since last meeting.

- 12. Recreation Ground** – Councillors discussed the Recreation checklist which had been recently carried out by Paul Foot. The Chairman had already actioned the tension wire which had been highlighted as needing tightening. Councillors agreed the quote from Tuckwells to clean up the entrance to the Recreation Ground and jet the drain. Councillor Mark Parrott would advise them to carry out works.

ACTION: MP

Councillor Ford told the group that she had seen useful dual purpose dog/litter bins in Bicester. She would investigate costs we pay to empty and supply both dog and litter bins with AVDC and feedback to the group at a later date. Councillors agreed that dual purpose bins could be a real cost saving to the Parish Council.

ACTION: SF

Councillor Mark Parrott had a hardcopy of Oving PC minutes and there was a reference to a sum of £200k being available to Parish Councils for bio diversity projects. The Clerk was asked to further investigate.

ACTION: AMD

- 13. To agree the date of the next meeting** – The next meeting would be the Annual Parish Meeting and also the Annual Meeting of the Parish Council. It would be held on Monday 8 May at 7.30pm and 7.45pm respectively.

Signed:

Date