

WHITCHURCH PARISH COUNCIL

CLERK TO THE COUNCIL MRS ANN-MARIE DAVIES

Minutes of the Annual Parish Meeting of Whitchurch Parish Council on Monday 8 May 2017 at 7.30pm in the St Johns Hall

Present:

Chairman Ashley Bond
Vice Chairman Charlotte Lincoln
Councillor David Meakin
Councillor Mark Parrott
Councillor Caroline Heron
Councillor Sue Ford

County Councillor Netta Glover
District Councillor Janet Blake
Plus 15 residents

- 1. To note apologies for absence:** Apologies were received from Councillor Paul Alderman.
- 2. To receive a report from the Chair of the Parish Council** – Chairman Ashley Bond read a report out to the group and personally thanked each of the Councillors, Clerk, District and County Councillors, and WCCA and Robin & Heather Moore for their contribution to the work of the Parish Council and in the village over the past year.
- 3. To receive reports from other Village Organisations** – A report was received from Robin & Heather Moore. It will be attached to these minutes for reference.
- 4. To agree the date of the next meeting** – the date of the next meeting was provisionally booked in accordance with standing orders for 14 May 2018.

Signed:

Date

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Minutes of the Annual Meeting of Whitchurch Parish Council held in the St Johns Hall on Monday 8 May 2017 at 8pm.

- 1. Election of the Chairman of the Council** and to receive the Chairman's declaration of acceptance of office or, if not then received, to decide when it shall be received – Vice Chairman Charlotte Lincoln proposed Ashley Bond as Chairman. This was seconded by Councillor Mark Parrott. No other nominations were received. He signed his declaration of acceptance of office.
- 2. To elect a Vice Chairman of the Council and to receive the Chairman's declaration of acceptance of office or, if not then received, to decide when it shall be received –** Chairman Ashley Bond proposed Councillor Charlotte Lincoln as Vice Chairman. This was seconded by Councillor Caroline Heron. No other nominations were received. She signed her declaration of acceptance of office.
- 3. To receive apologies for absence –** Apologies were received from Councillor Paul Alderman.
- 4. Declaration of interest** in items on the agenda: to declare any interests and agree any dispensation requests - Chairman Ashley Bond declared his interest as Members of the AVDC Strategic Development Control Group and also the Development Management Committee.
- 5. Open Forum:** County Councillor Netta Glover provided an update to the group. It is attached to these minutes for reference. District Councillor Janet Blake also provided a verbal update which included details of an updated Vale of Aylesbury Plan (VALP)
Several residents asked questions relating to VALP and in particular, wanted to know if the revised figures contained therein would affect the number of 54 which Whitchurch were currently asked to provide over the next 20 years. District Councillor Blake agreed to check the up to date figure for Whitchurch.

ACTION: JB

General dissatisfaction was expressed by residents over the lack of planned infrastructure in relation to ever increasingly agreed housing developments.

- 6. To agree the minutes** of the last meeting held on Monday 10 April 2017 – the minutes were agreed and signed as a correct record.
- 7. To update on matters arising –** None.
- 8. To review and confirm the Standing Orders** - The previously circulated Standing Orders were agreed and adopted for the next year.
- 9. To review and confirm the Complaints Procedure** - The previously circulated Complaints Procedure was agreed and adopted for the next year.
- 10. To review and confirm the Councillor and Officer Protocols** - The previously circulated Councillor and Officer Protocols were agreed and adopted for the next year.
- 11. To appoint representatives to outside bodies –** None.
- 12. To appoint committee/working groups –** The existing committee/working groups would continue as in the previous year.
- 13. To receive updates** from Bucks County Council and AVDC Councillors – Received under Open Forum.
- 14. To consider correspondence and other communication received since the last meeting.**

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- a) To consider and discuss the future of the village website and administration – Vice Chairman Charlotte Lincoln led on this item. She reported that she and Councillor Heron were in dialogue with a resident in the village who had indicated he may be happy to take on the administration of the old village website. She stated that the Parish Council had a duty as the sponsor of the website to review and update the design and also to encourage other clubs/organisations in the village to make use of it. She told the group that the Parish Council would need to set aside some funds to make this happen and she also asked the group present to please spread the word to any interested youngsters who may be keen to do this as a short term project. Vice Chairman Charlotte Lincoln and Councillor Caroline Heron would work together and bring back proposals to the next meeting. The Clerk was asked to place this item onto the next agenda. **ACTION: AMD**

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

The Chairman relaxed standing orders to allow participation by residents.

17/01325/APP – Land to south of Oving Road, Whitchurch, Bucks – Erection of 10 dwellings with associated access, parking, garaging, landscaping and all enabling works – Following lengthy discussion Councillors resolved to **OPPOSE** this planning application. The reasons as previously stated would be included as terms for the Councils opposition, together with the reason that the plan suggests crowding to the front of the roadside and extends the village boundary and once extended, it cannot be undone. **ACTION: AMD**

A resident asked the Clerk to enquire of AVDC as to why no planning notice had been erected at this site. **ACTION: AMD**

The Clerk informed the group that Rectory Homes had offered to meet up with the Parish Council. The Clerk was asked to thank them for their kind offer but to refuse at this time. **ACTION: AMD**

Councillor Caroline Heron reported that she knew of several planned barn conversions that would happen sometime in the future and she asked the Clerk to find out if these 'new' dwellings would count towards the figure Whitchurch needed to fill for its housing supply. **ACTION: AMD**

- 16. To review and confirm** suggestions from local residents on how the £25,000 should be spent on sport and leisure facilities in the village – Vice Chairman Charlotte Lincoln told the group that she had started to collate the feedback from the suggestion boxes, but due to time restraints was unable to furnish a comprehensive breakdown of responses at this time. She did however state that about 30 responses had been received, with about 20 being credible responses and that the overwhelming support was for an outdoor gym. She agreed to produce a report ready for the next meeting in which a firm decision would be made by the Parish Council. **ACTION: CL**

Councillor Sue Ford said she had been approached with a suggestion to change the name of the Recreation Ground to Foulgers Field. She was told that unfortunately, whilst a worthy suggestion, that would not be an acceptable project for which this money was allocated through s.106.

Councillor Caroline Heron asked that the Clerk recirculate the information on the gym equipment previously sent to Councillors prior to the next meeting. **ACTION: AMD**

Councillors reflected on how nice the Recreation Ground entrance now looked following the work undertaken by Tuckwells. Councillor Mark Parrott was thanked for organising these works.

Also thanks was passed to Eddie Philips for tidying up the ground following the May Feast.

The Clerk was asked to remind the Contractor to spray the weeds to the entrance to the ground. **ACTION: AMD**

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17. Highways, Footpaths and Footways

- a) To report and update on issues and repairs – The Clerk was asked to chase the Local Area technician on the replacement of the signs at Bushmead Road, the dumped signage at the top of Weir Lane, and to also ask for him to report the damage done to the bank by the Arla lorry when it recently jackknifed in the High Street to the Green Claims Officer at TFB.

ACTION: AMD

Councillor Mark Parrott volunteered to remove the bag of sand that had also be dumped.

ACTION: MP

- b) To receive update on the improvements to the wall adjacent to the bus stop in the High Street – Chairman Ashley Bond updated the group on the complex situation in regard to improving the wall to the bus stop. Several organisations would need to be involved as this was in a conservation area. He would look into this further and try to bring a proposal back to the next meeting.

ACTION: AB

18. Street lighting

- a) To report and update on issues and repairs – Councillors confirmed that the new columns had been installed in Swan Close. They also noted that the old columns were still in situ. The Clerk reported that this could be because power had not yet been connected to the new posts. She was asked to investigate this with the contractor and also asked to report a light out by 5 Firs Close.

ACTION: AMD

19. Finance

- a) To agree the accounts for the year ending March 2017 – The accounts were agreed as a correct record.
- b) To sign off Sections 1 & 2 of the Annual Audit Return for 2016/17 - The Clerk updated the group on the yearend figures and the Chairman and Clerk signed off Section 1 and then Section 2 of the Annual Return. The Clerk would arrange for all forms to be returned to the External Auditors Mazars together with explanatory narrative for the figures.
- c) To draw cheques

The Council resolved to draw the following cheques:-

Ann-Marie Davies	chq 588	£410.92
AVALC	chq 589	£20.00
Aylesbury Mains Ltd	chq 590	£1360.54
Came & Company	chq 591	£679.19
Lynch Garden Services	chq 592	£260.00
Robert Tuckwell	chq 593	£168.00
PCC Whitchurch	chq 594	£16.00

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

- a) Winslow Local Area Forum - None

21. To agree the date of the next meeting – The date of the next meeting was agreed as 12 June 2017 at 7.30pm in the St Johns Hall.

Signed:

Date