

Weedon Parish Council

Clerk to the Council Mrs Ruth Millard

Minutes of Virtual Annual Meeting of Weedon Parish Council held by Zoom on Wednesday 20 May 2020 at 8.00pm

Present: Cllrs J Rose (Chairman), W Kett, S Gradley, J Sellers, N Winnett, T Jameson-Evans, S Gibbs
Buckinghamshire Council Cllrs Netta Glover, Ashley Bond & Peter Cooper

Clerk: Ruth Millard

Members of the Public: None

37/20 Nomination and Acceptance of Chairman; Cllr Kett proposed Cllr Rose, Cllr Jameson-Evans seconded, all members agreed. Cllr Rose accepted the position.

38/20 Nomination and Acceptance of Vice Chairman; Cllr Rose proposed Cllr Sellers, Cllr Winnett seconded, all members agreed. Cllr Sellers accepted the position.

39/20 Public Open Forum (under adjournment).

Buckinghamshire Council Councillors discussed the new planning regulations regarding calling in a planning application, (when an application goes in front of the authority's planning committee), which will now require a Buckinghamshire Council councillor to initiate the process. Peter Cooper said that he had already called in an application. He had requested that if the Planning Officer was minded to recommend approval, that the application be called in. There are 5 Planning Committees throughout Buckinghamshire.

Peter Cooper also spoke about the Community Boards, which would work in a similar way to the local area forums, except only the Buckinghamshire Council Councillors now had a vote. There would be 6.2 million pounds split between all 16 Community Boards. There is also grant money, of up to £2000 which can be applied for through the Buckinghamshire Council councillors to help with Covid 19 related issues.

Netta Glover was very pleased with the response from people willing to help with issues arising from the Covid-19 crisis.

40/20 Apologies. None to receive as all members were present.

41/20 Members' Interests. Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Weedon Parish Council Code of Conduct for Members and by the Localism Act 2011. **None were declared**

42/20 Approval of Minutes. Members **RESOLVED** and the chair signed the minutes from the virtual zoom general meeting of Weedon Parish Council held on 21 April 2020 as an accurate record. The signed minutes will be sent to the Clerk.

43/20 Statutory and Governance Documents for 2020/21; Weedon Parish Council having reviewed the Council's documents listed below, found them to be robust and suitable. However; members agreed to form a working group to further review the Risk assessment.

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|---|--------------------------|----------------------------------|
| a. Standing Orders | b. Financial Regulations | c. Complaints Procedure |
| d. Procedure for requests made under the Freedom of Information & Data Protection Act | | |
| e. Privacy Policy and Notice | f. Information Policy | g. Retention of Documents Policy |
| h. GDPR Data Audit | i. Risk Assessment | j. Equality & Diversity Policy |

44/20 Appoint representatives. J Rose offered to attend the Bucks Council Community Boards (when set up), as the Council's representative, all members agreed.

45/20 Members **RESOLVED** that the memory Cards purchased for the speed watch unit needed to be added to the Inventory of Assets, for it to be correct and up to date.

46/20 Confirmation of Insurance cover; members **RESOLVED** to take a 3year Long Term Agreement with Zurich Municipal Insurance.

47/20 Members RESOLVED to subscribe to NALC/BMKALC & SLCC

48/20 Weedon Parish Council **RESOLVED** that it would usually meet on the third Wednesday of odd months, May, July, September in the Chapel and November, January, March in the Old Schoolroom. The next annual meeting of the Full Council would be 19 May 2021.

49/20 Annual Governance and Accountability Return 2019/20. Members **RESOLVED** to consider and sign off the documents in July, in line with the extension being given by the government legislation at this time.

50/20 Planning. No planning applications received.

51/20 Finance and Accounts

- Members noted the payments for this meeting and payments made since the last meeting.
- Members **RESOLVED** the financial statement of accounts and bank reconciliation for end April 2020.

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April 2020 balance & Income

Business Account3205	30 April 2020	28,609.00
Treasurers Account7936	30 April 2020	1,000.00

Business Account3205	09 April 2020, Interest	1.24
	17 April 2020, Bucks CNCL	1,126.65
	28 April 2020, ref Peter Kent	150.00

Direct Debits April & May 2020

OPUS energy , invoices 10.03.2020- 09.05.2020	LGA 1972,Sched.14 para 34	DD	115.84
OPUS energy , invoices 10.03.2020-09.04.2020	LGA 1972,Sched.14 para 34	DD	100.62
Green Thumb , ref Chapel, 3 April 2020	LGA 1972, s214	DD	5.17
Green Thumb , ref Play area, 3 April 2020	LG(misc prov)A 1976, s19	DD	16.00
Green Thumb , ref Chapel, 3 May 2020	LGA 1972, s214	DD	5.17
Green Thumb , ref Play area, 3 May 2020	LG(misc prov)A 1976, s19	DD	16.00

Invoices for online payments

April

GM Outdoor Services , inv. 1498, 1500		BP 177	160.00
May 2020			
Citizens Advice , financial donation	LGA 1972, s142	BP 178	50.00
Lynch Garden Services , inv. 6307	LGA 1972, s214	BP 179	100.00
GM Outdoor Services , inv. 1514, 1515	LGA 1972, s101 & LG(misc prov)A 1976, s19	BP 180	160.00
GM Millard , inv. 20.05.2020 various items in village	LGA 1972, s214 & LG(misc prov)A 1976, s19	BP 181	122.20
ER Millard , May 2020 Remuneration	LGA 1972, s112	BP 182	322.10

52/20 Environment. To report and discuss any issues arising.

a. Footpaths, Footways and Highways, including

- i. *Speed Control MVAS and SpeedWatch.* Sarah Gibbs said that to move this item forward she proposed the purchase of a hand held unit, the probable price would be £150. As the unit does not have a camera to record vehicles & their speed, 3 volunteers will be needed when using it. The members agreed for her to investigate the prices of hand held units.
- ii. Transport for Bucks works: J Rose reported that she had received an update from the Local Area Technician which she had circulated to the Councillors.
- iii. *Options Review of speed control measures on Aston Abbotts Road.* N Winnett proposed looking again at speed humps, he said that Wing had some that looked suitable. **Action;** J Rose asked him to circulate pictures of the speed humps and for other councillors to be alert to any they see, to enable a discussion at the next meeting.
- iv. Village footpaths: replacing stiles with gates. W Kett reported that she had sent an email to the contractor for the order with details of where to send the invoices. She hadn't received a response. **Action;** W Kett to follow up with another email.
- v. Street sign cleaning. Update; the Clerk reported that she had let the contractors know the outcome of the meeting and had checked with the preferred contractor that his quote included the signs on the other side of the A413. **Action;** the Clerk would send a follow up email.

b. Street lighting. Streetlight conversion to LED. **Action;** the Clerk would contact the lighting companies to ascertain if they were working at this time and if so how the Parish Council could re-start the re-search on options.

c. Play area, no monthly inspection has been undertaken, the Park is closed due to government legislation because of the Covid-19 lockdown and social distancing. The members discussed if the whole of the park needed to be closed and spoke about the logistics of roping of the play equipment adequately enough to stop any child using them. Members **RESOLVED** to keep the whole park closed in the interests of keeping everybody safe, but would keep the situation under review in accordance with Government guidance.

d. Pond, Grass, Hedges and Verges, including

- i. Hedgerow Havens verges: Marcus Militello the Hedgerow Havens Project Officer for BBOWT has reported that the verges have not taken as well as expected and that more seeding may be needed.

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- ii. Overhanging hedges/trees: S Gibbs updated the Council that the overhanging hedges were still a problem in the village. She wondered if including the BBOWT Officer in a conversation, he could come up with some ideas. She said that she was meeting him the following week and would ask him. J Rose has approached the resident in the High Street, whose hedge is partly blocking the footpath, and waiting the outcome. W Kett reported that because of a water leak some of the ditches on Aston Abbots Road were filling with water, but that the water was not clearing, possibly because part of the ditch is blocked by an overgrown hedge.
 - iii. Horticultural works: Ongoing process
- e. Management of Weedon Graveyard**
- The Clerk had circulated a report on the ground levelling work undertaken in the graveyard. Members were pleased with the report and the work to date. W Kett said that some more work could be requested, there was another grave that had sunk. **Action;** W Kett to make a list of work needed in the graveyard.
- f. New capital projects**
- i. Fingerpost: J Rose had received a LAT update that this was in hand waiting to be installed.
 - ii. Pond margins planting: W Kett updated the members that she thought that large planter against the wall would be a better plan than planting straight into the ground. Members agreed. **Action;** W Kett would research on suitable containers and circulate the information to the members.
 - iii. Plank seat on wall: J Rose updated the Council that the seat had been installed and she was pleased with the outcome.

53/20 Correspondence and Communications

- a. J Rose reported that the website was up to date.
- b. PC Annual Newsletter. Members discuss the production of this year's Annual Newsletter and decided that the timing would not be appropriate given the Covid-19 situation. It will be deferred this year.
- c. Regarding the proposal from the BBOWT officer to set up a Weedon Wildlife Group. J Rose reported on a virtual meeting with BBOWT that she and 2 other councillors had attended, the outcome was that a group outside the Parish Council could be formed if the interest was there. A group could be formed and maybe Hardwick residents would also be interested. The Parish Council could facilitate the first meeting. It would have to be constituted if it wanted to apply for a grant from BBOWT.

54/20 Coronavirus emergency. J Rose gave an update of what has been happening with the emergency group, a newsletter has been sent weekly to residents, she felt that an email would be sufficient until there was an update from the government. The Clerk reiterated that the play equipment had to stay closed to the public.

55/20 Date of next meetings. To agree next general PC meeting – provisionally Wed 15 July 2020 in the Chapel. To note that the **Annual Parish Meeting** has been postponed and cannot be held virtually.

The meeting closed at 9.50pm

Chairman's Signature Date.....

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