

Weedon Parish Council

Clerk to the Council Mrs Ruth Millard

Minutes of Virtual General Meeting of Weedon Parish Council held by Zoom on Wednesday 15 July 2020 at 8pm

Present: Cllrs J Rose (Chairman), W Kett, S Gradley, J Sellers, N Winnett, S Gibbs,

Clerk: Ruth Millard **Members of the Public:** Adrian Dennis - Managing Director of Zeta Specialist Lighting

- 70/20 Public Open Forum (under adjournment).** Adrian Dennis explained how the LED street lights his company supplies differ from those of other manufacturers. He also listed some of the places where the Zeta Lighting heritage style street lights had already been fitted and answered question from the Councillors.
- 71/20 Apologies.** Cllr T Jameson-Evans apologies were accepted.
- 72/20 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.
No Interests were declared.
- 73/20 Approval of Minutes.** Members **RESOLVED** and the chair signed the minutes from the virtual zoom planning meeting of Weedon Parish Council held on 2 July 2020 as an accurate record. The signed minutes will be sent to the Clerk.
- 74/20 Annual Return documents.** To complete, following deadline extension due to coronavirus emergency.
- Members **RESOLVED** to agree the Certificate of Exemption
 - The Chairman signed the certificate which will be sent back to the Clerk for her signature.
 - The Chair read out the Annual Governance Statements individually and the members **RESOLVED** to approve each statement, the date & minute ref. had been inserted.
 - The Chairman signed the Annual Governance Statement which will be sent back to the Clerk for her signature.
 - Members **RESOLVED** to approve the Summary Accounting Statements, which had been signed and dated by the RFO prior to presenting to the Parish Council. The date & minute ref. had been inserted.
 - The Chairman signed the Summary Accounting Statement which will be sent back to the Clerk for her signature.
 - Members noted the internal audit report, the Chairman signed the document.
 - Members **RESOLVED** to agree the Bank Reconciliation, the Chairman signed the document.
 - Members **RESOLVED** to agree the Explanation of Variances & 'high' reserves, the Chairman signed the documents.
 - Members **RESOLVED** to agree the Asset Register, the Chairman signed the document.
- 75/20 Review of Statutory & Governance Documents for 2020/21: General Risk Assessment. Item deferred.**
- 76/20 Planning.** 20/02063/APP / Lilies Farm House High Street Weedon Buckinghamshire HP22 4NS / Refurbishment of farmhouse and conversion of garage to habitable accommodation. Members **RESOLVED** a statement of No Objections to 20/02063/APP
- 77/20 Finance and Accounts**
- Members noted the payments made since the last meeting.
 - The financial statement of accounts and bank reconciliation for end June 2020 had not been circulated.

July 2020 balance & Income

Business Account3205	09 July 2020	32,272.01
Treasurers Account7936	09 July 2020	1,000.00
Business Account3205	01 May 2020, Bucks CNCL	6960.00
	02 June 2020, HMRC – VAT claim	773.15

Direct Debits June 2020

OPUS energy , invoices 10.05.2020- 09.06.2020	LGA 1972,Sched.14 para 34	DD	98.78
Green Thumb , ref Chapel, 1 June 2020	LGA 1972, s214	DD	5.17
Green Thumb , ref Play area, 1 June 2020	LG(misc prov)A 1976, s19	DD	16.00

Invoices for online payments

JUNE 2020			
Lynch Garden Services , inv. 6358	LGA 1972, s214	BP 184	70.00
Joanna Rose , reimbursement Amazon Order	LG(misc prov)A 1976, s19	BP 185	56.46
JULY 2020			
GM Outdoor Services , inv. 1524,1530,1531,1532,1541,1542,1546,1551,1552	LGA 1972, s101	BP 186	930.00
Playsafety Ltd. Inv. 48705	LG(misc prov)A 1976, s19	BP 187	107.40

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Robert Tuckwell – Kissing gate installation	LGA 1972, s137	BP 188	160.00
Mrs M R Rose , internal Audit	LGA 1972,s111	BP 189	40.00
ER Millard , June 2020 Remuneration	LGA 1972, s112	BP 190	322.10
GJ Millard , hand sanitiser station reimbursement (park)	LG(misc prov)A 1976, s19	BP 191	115.00
Sarah Gibbs , reimbursement hand sanitiser (park)	LG(misc prov)A 1976, s19	BP 192	72.57
Steven Richards , reimbursement duck food SI-20910	LGA 1972, s137	BP 193	59.93
Lynch Garden Services , inv. 6409	LGA 1972, s214	BP 194	70.00
AK Lander Ltd , Goss & Hounslow memorial repairs	LGA 11972, s214	BP 195	480.00

78/20 **Environment.** To report and discuss any issues arising.

a. Footpaths, Footways and Highways, including

- i. *Speed Control MVAS and SpeedWatch. Item deferred.*
- ii. Transport for Bucks works: The work on Stockaway drain is completed. JR will follow up the other outstanding items.
- iii. *Options Review of speed control measures on Aston Abbots Road. Item deferred.*
- iv. Village footpaths: the replacing of the stile with a gate on the Aston Abbots Rd is completed. Members agreed with the estimated time needed to carry out the works required on 3 footpath gates at FP 12, Glebe Farm & East End, presented by Mr Millard and agreed that he should do the work.
- v. All but one of Village Walk signs are missing; Members agreed to wait a while for generic signs from the Rights of Way team, who can't go into their offices yet due to the Covid-19 restrictions. If they aren't forthcoming by September the Parish Council will get quotes for custom made signs.
- vi. Street sign cleaning; **Action**; the Clerk will follow up with the contractor regarding the;
 - Street sign cleaning
 - Request that footpath 12 is strimmed again around the end of the month.
 - Request a quote for the verges on both sides of New Road to be cut by the end of July.

b. Street lighting:

- i. Streetlight conversion to LED. The Parish Council had received 2 quotes, from A Hickford Lighting & Zeta Specialist Lighting. Members **RESOLVED** to purchase the conversion from Zeta Specialist Lighting. **Action**; the Clerk will place the order and JR will contact Adrian Dennis to discuss the details.
- ii. Electricity supply contract. JR reported that OPUS energy will not supply Weedon Village in future as the supply need is too low. They have extended the contract for 3 months until September 8th. She has contacted 2 suppliers and had confirmation that if the Parish Council enters into an agreement with them it is only the price per Kw hour that is contracted not the actual hours of use. J Sellers proposed to request a further extension from OPUS energy. Members agreed, **Action**; JR will contact OPUS energy and request a further few months on the contract while the conversion to LED takes place. If that is not possible, she will seek to negotiate a contract with another supplier prior to September 8th.

c. Play area, including annual inspection & monthly inspection. Members agreed with the estimated time required, to carry out the remedial works identified by the annual inspection, presented by Mr Millard and agreed that he should do the work. Members **RESOLVED** to accept the quote from Sign Wizzard for customised dog signs to include the Parish Council email address.

d. Pond, Grass, Hedges and Verges, including

- i. Hedgerow Havens verges: Members found the verges a bit disappointing but agreed that this was the first year and also one of the verges had unfortunately been cut by a neighbour.
- ii. Overhanging hedges/trees: The trees on New Road have their tops entwined in the electricity cables, WK will contact UK Power Networks requesting the trees be cut back. Action on the hedge at the top of the Aston Abbots road will be deferred until September.
JR will speak to the owners regarding reducing the height of the hedge at the top of the park to that of the adjoining hedges.
- iii. Horticultural works: The members agreed that the contractor was working hard to keep the village in good order.

e. Management of Weedon Graveyard

- i. WK reported that the levelling works required on graves had been completed, however this showed up other areas that needed levelling, she would produce a map & circulate to the members.
- ii. The memorial repairs have been commissioned, the cross is to be repaired, which will cost the same as cutting the top down to below the break.

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- iii. Members considered the application from Judith Kent for a burial plot. However, as she is not a resident and has no connection with the village other than her parents' grave, the Members **RESOLVED**, with regret, that the application had to be refused. **Action;** J Sellers will write a letter to confirm the Parish Council's decision.

f. New capital projects

- i. Fingerpost: No update from Buckinghamshire Council.
- ii. Pond margins planting: WK proposed that the Parish Council purchase a 4 ft-5ft x 20" black metal trough or similar planter. It would need to be tall enough or raised up to prevent the ducks destroying the plants. **Action;** WK would keep looking/researching to find a suitable container.

79/20 Correspondence and Communications

- a. Review website; the AGAR documents will be uploaded as soon as possible.
- b. JR reported on the proposal to set up a Weedon Wildlife Group, a questionnaire will be circulated to ascertain if there is sufficient interest in the village to take this forward. This will not involve the Parish Council although individual members are welcome to join.
- c. Carbon foot-printing tool; the members decided not to have any involvement in testing and development.

80/20 Coronavirus emergency. The hand sanitiser unit is now in use, although it is too tall for the children to reach the bottles by themselves. A bottle of sanitiser has been placed lower down. There was some conversation about cutting the unit down but members decided to monitor it before taking any action. The Risk Assessment has been updated.

JR reported that with regards to extra picnic benches, WVA has decided that it would rather give a donation of money for the Parish Council to purchase the benches. This will be an item on the agenda for the planning meeting next week.

81/20 Date of next meeting. To agree date – Tuesday 21 July 2020 Planning meeting virtually by zoom & provisionally Wed 16 September 2020 in the Chapel.

The meeting closed at 10.06pm

Chairman's Signature Date.....