

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

**Minutes of the Meeting of Whitchurch Parish Council held on Tuesday 14 July 2015 in the Methodist Church, which commenced at 7.30pm**

**Present: - Chairman Ashley Bond**  
**Councillor Sue Ford**  
**Councillor Charlotte Lincoln**  
**Councillor Mark Parrott**

**Plus 7 Residents**

1. **To note apologies for absence:** to accept apologies for absence – Apologies were received from County Councillor Netta Glover, Councillor Paul Alderman, Councillor Paul Foot, and Councillor David Meakin.
2. **To receive a presentation from Ian Hopper of Community Impact Bucks –** Unfortunately apologies had also been received from Ian Hopper so this item will be heard at a future meeting.
3. **To discuss parking issues at Ashgrove Gardens – PCSO Wendy Taylor and Dave Smith from TFB in attendance –** A resident highlighted the issues with the parking in Ashgrove Gardens over the period during the May Day Feast and also around school drop off and pick up times. PCSO Wendy Taylor advised that she was able to ticket cars for obstruction and issued the guidelines as to when this would be enforced. She reported that she had been working closely with the schoolchildren to produce a poster which was aimed at educating parents who drive their children to school. The poster highlighted the importance of not parking on school zig-zags, not parking within 10m of a junction, not blocking entrances to properties and suggesting parent's park at the Recreation Ground. Whilst everyone was in agreement that the situation was not ideal during the times of the May Feast, it was appreciated that it was only for a short duration and PCSO Wendy Taylor assured residents that this would not stop emergency vehicles from gaining access to those in need. Dave Smith the Local Area Technician from Transport for Buckinghamshire referred the group to the Parking toolkit which was on the BCC website and could be used if parking restrictions were to be pursued going forward. Several options were suggested as a way forward. A resident suggested placing a notice in the Whitchurch News to let parishioners know the Parish Council would relax restrictions and would allow overnight parking at the Recreation Ground to help alleviate volume in Ashgrove Gardens. The Clerk would liaise with the Chairman to create this notice. **ACTION: AMD/AB**  
The possibility of a road closure for the May Feast was discussed. The Clerk would investigate costs associated with this process. **ACTION: AMD**  
Councillor Lincoln asked that the Parish Council write to the school to thank them for all their continued help and support with parking on the May Feast. **ACTION: AMD**
4. **Open Forum for Parishioners:** (under adjournment).
5. **Declaration of interest in items on the agenda:** Chairman Ashley Bond declared his interest as a member of AVDC Planning Committee.
6. **To confirm the minutes of the meeting of 9 June 2015 –** the minutes were agreed and signed as a true record. Councillor Ford asked that future abstentions by Councillors are anonymised.

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7. **To update on matters arising from the minutes of the last meeting and agree any further actions required.** The Clerk thanked Councillor Ford for visiting Lloyds Bank to sort out changes to the bank mandate signatories. The Clerk had not received a photograph of the repair required to the zipwire. Chairman Ashley Bond would deal and send through to the Clerk.

**ACTION: AB**

The Clerk was also asked to investigate whether a weight restriction should be noted and displayed by the zip wire apparatus.

**ACTION: AMD**

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

**15/02194/APP - The Stable Block the Firs High Street Whitchurch Buckinghamshire HP22 4LL** - External alterations to Building – Councillors discussed this item and whilst they all agreed to NO OBJECTIONS to the planning application, the Clerk was asked to make the following two comments to AVDC: The Parish Council would request that the District Council exercise their duty to inspect the building works whilst active and ensure the noise and environmental aspects are kept to a minimum for neighbours, and secondly, that this finished building does not present any overlooking issues for those living adjacent to The Stable Block. **ACTION: AMD**

9. **Finance:**

- a. To draw cheques

The Council resolved to draw the following cheques:

D P Alderman	chq 296	£30.00
Robin & Heather Moore	chq 297	£20.76
Lynch Garden Services	chq 298	£130.00
Trevor Adams	chq 299	£740.00
Aylesbury Mains Ltd	chq 300	£189.24
Ann-Marie Davies	chq 481	£392.56 (new cheque book)

- b. To agree accounts for May 2015 – the accounts for May 2015 were agreed.

10. **Highways, Footpaths & Footways, Street Lighting:** Councillor Ford reported overgrown vegetation to the footpath at the back of Little London. Councillor Ashley Bond would speak to Terry Lynch to arrange for clearance. **ACTION: AB**

11. **Recreation Ground**

a) To discuss and consider costs for regular inspections of playing ground – The Clerk had been asked to investigate the Parish Councils responsibilities in terms of inspections to the playground. The Clerk had ascertained that whilst the Council was meeting its obligation to have an annual inspection by ROSPA (or one of its agents) but it also needed to be doing a more regular inspection between once a week and once a month. It was also advisable for the nominated person to do this 'inspection' attended a short health & safety course so they know what to do. In addition, a tick sheet should be completed which showed the date of the inspection, whether the play area is litter/glass free, whether the gate spring is working, the condition of each piece of kit and other relevant facts. It should flag up any work that needed doing so that the Clerk could then arrange. These tick sheets needed to be retained for 20 years. The Clerk was asked to bring costs for an external contractor to undertake these inspections and also the cost of a health & safety course for a Councillor, back to the next meeting for

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consideration. A resident asked that the gate to the pond be included in any such inspection.

**ACTION: AMD**

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

A discussion arose regarding the future provision of a skatepark in the village and a local resident told the group about an active petition that was being undertaken in the village. Councillors decided to wait and see the outcome of the petition and then invite the petitioners to a Parish Council meeting in order to investigate the next steps in the process which would involve wider consultation.

The Clerk advised the group that Transport for Buckinghamshire would be conducting traffic surveys in the village on 15 July 2015. This was to obtain data towards the possibility of a pedestrian crossing in the High Street. A further onsite meeting had been arranged for Wednesday 29 July 2015 at 4pm. If any Councillor wanted to attend they should be at the Methodist Church Hall at 4pm. Chairman Ashley Bond would book the hall.

**ACTION: AB**

The Clerk stated that a request for a donation to the Church had been received too late to add to the agenda. This would be placed on the next agenda for consideration.

**ACTION: AMD**

**13. To agree the date of the next meeting –** The provisional date of 11 August 2015 was booked for the next meeting. This would be dependent on having enough items to discuss. Confirmation would be given nearer the time. The September meeting date was set for Tuesday 8 September.

Signed:

Date