

Whitchurch Parish Council

Clerk to the Council – Mr Tony Skeggs

DRAFT - Minutes of the Meeting of Whitchurch Parish Council held via Zoom

On Monday 8 February 2021 at 7.00pm

21/12	<p>Attendance: Councillors A.Bond (Chair), P.Alderman, S.Ford and M.Perry. Clerk: Mr A.Skeggs Apologies Accepted: Miss A.Bond</p> <p style="text-align: right;">Residents: Four Absent: N/A.</p>	
21/13	<p>Members' Interests: Members were invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Whitchurch Parish Council Code of Conduct for Members and by the Localism Act 2011.</p> <p>Cllr A Bond declared an interest in item 21/18 Planning as he is a member of Buckinghamshire Council Development Control committee.</p>	
	<p>Open Forum for Residents</p> <p>It was asked whether the council had any plans to encourage residents to stand for election to the parish council. Needed to promote the role of the parish council. Election literature would be available soon. It was AGREED to co-opt a councillor before the elections in May.</p> <p>Buckinghamshire Council Councillor</p> <p>Cycleway funding still ongoing. Aylesbury Garden Town Board may approach local community boards for funds. The current e-scooter trial in Aylesbury may be extended to Weedon.</p>	
21/14	<p>Approval of Minutes: The minutes of the meetings of the Council held on the 11th January 2021, were approved and signed as a true record.</p>	
21/15	<p>2019/20 External Audit Report and Conclusion of Audit</p> <p>a) The comments made by the external auditors, PKF Littlejohn, on the 2019/20 Annual Governance Annual Return were NOTED.</p> <p>b) PKF Littlejohn had signed their certificate and issued the conclusion of audit notice. This would be displayed in the website.</p>	
21/16	<p>Whitchurch Wildlife Environment Group</p> <p>The Whitchurch Wildlife Environment Group had received some grant funding but had no bank account, so were asking if the funds could be paid to the parish council and then transferred to the group once it had their own account. This was AGREED.</p>	
21/17	<p>Draft Town and Parish Charter</p> <p>The draft Town and Parish Charter developed by Buckinghamshire Council</p>	

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	had been circulated for consideration. There were no comments raised.	
21/18	<p>Planning</p> <p>a) 20/04302/AOP – 46 Ashgrove Gardens. Demolition of existing rear conservatory and rear extension. Construction of single storey rear extension, spanning rear of house and to the rear side. Construction of single storey front extension. Councillors AGREED to offer NO OBJECTIONS to the application.</p> <p>b) 21/00025 – 3 High Street. First floor side and rear extension. Councillors AGREED to offer NO OBJECTIONS to the application.</p>	
21/19	<p>Highway Related Matters</p> <p>a) It was reported that a number of bricks had been dislodged from the wall in Oving Hill. The clerk to contact Transport for Bucks.</p> <p>b) Walkers are reminded to stick to the designated footpaths and not to create new ones across fields, potentially damaging crops.</p>	Clerk
21/20	<p>Recreation Ground</p> <ul style="list-style-type: none"> The chairman had met with Sovereign Play and was awaiting the quote for resurfacing the play and gym area. It was suggested that two other quotes be obtained. The maintenance of the trees around the nature area were discussed. 	Clerk
21/21	<p>Finance</p> <p>a) The combined bank reconciliation for January was NOTED.</p> <p>b) The list of cheque payments was APPROVED, details at end of the minutes. It was NOTED that the payment to Buckland Landscapes covered seven invoices relating to the 2019/20 financial year. The clerk reported that the Vat refund for 2019/20 for £2,267 had been received.</p>	
21/22	<p>Neighbourhood Plan (NP)</p> <p>The next steps are to:</p> <ul style="list-style-type: none"> Identify the ownership of plots of land greater than ½ acre. The chairman would mark up a map to indicate the plots. The consultant would then write to the owners. Communication was required to allay fears that the information was not to identify building plots. Communication would be sent out advertising what the steps were to develop the Neighbourhood Plan. 	
21/23	<p>Points of Interest</p> <p>Cllr Perry gave a report on the recent Parish Liaison Meeting which covered:</p> <ul style="list-style-type: none"> Covid-19 / vaccination programme update. Buckinghamshire Council 	

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	<p>were holding regular meetings with the local MPs.</p> <ul style="list-style-type: none"> • HS2 update, • Devolution update, • Legislation permitting remote meetings was to end on the 7th May 2021, • Local elections are still to go ahead on the 6th May 2021. 	
21/24	Date of Next Meeting: Monday 8 th March 2021 @ 7.00pm.	

The meeting closed at 7.40 pm.

Chair's Signature Date.....

Action List

Minute	Action Required	Action By	Progress
21/10	Prepare information on streetlights for conversion.	Clerk	
21/19	Contact TfB regarding damaged wall in Oving Hill.	Clerk	
21/20	Arrange for two further quotes for play area.	Clerk	

Bank Reconciliation and Payment Listing

Reconciled Bank Balance At	Account	Bank Balance	Total
31 st January 2021	Treasurers – 6902	£10,982.44	
31 st January 2021	Playing Field – 7507	£9,053.15	
31 st January 2021	Business – 7003	£54,064.34	
31 st January 2021	Investment	£30,000.00	£104,099.93
Income			£
HMRC – 2019/20 Reclaim of VAT			£2,627.32
Salvation Army – Clothes Bank			£2.94
TOTAL INCOME SINCE THE LAST MEETING IN JANUARY			£2,630.26
Expenditure			
Invoices to be approved at Parish Council meeting.		Cheque	£
A Bond – Zoom Meetings * 3 months.		478	£44.17
Reg Porter – Grass Cutting Whitchurch Recreation Ground		479	£3,163.20
Buckland Landscapes – Represents 10 cuts 2019/20 & 2020/21		480	£4,970.00
Aylesbury Mains – Light Repair Outside 26 Ashgrove Gardens		481	£59.04
Clerk salary and expenses for February 2021		482	£410.12
TOTAL OF CHEQUE PAYMENTS FOR APPROVAL			£8,646.53
Direct Debits			£
EON (January – Street Lighting)			£576.43
TOTAL OF DD PAYMENTS SINCE THE JANUARY MEETING			£ 576.43
For Information - Reclaimable Vat to date for 2020/21			£2,234.12

Chair's Initials: _____