

Whitchurch Parish Council

Clerk to the Council – Mr Tony Skeggs

Minutes of the Meeting of Whitchurch Parish Council held at the St Johns Hall

On Monday 14 June 2021 at 7.00pm

Present: Cllrs C Lincoln (Chair), S Ford, V James-Proday, M Palin, and M Perry.

Public Attendance: Five members of the public plus two Buckinghamshire Council Councillors.

Clerk: A Skeggs

Absent: None

21/70	Apologies for Absence Apologies were received and accepted from Cllrs Alderman and Thomas.	
	Open Forum for Residents No questions had been submitted in advance. The following points were raised at the meeting: <ul style="list-style-type: none">• The light in Green Acre was faulty.• A resident had fallen on the footpath between the church and the church hall.• Mount Pleasant – consideration should be given to extra traffic calming.• The resident of the Old Vicarage spoke on the planning application 21/02163 and raised concerns over site H&S and welfare. Objections to the application were that it was an over development, lack of amenity standards, did not fit with the local character, parking and there was no listed building consent. The meeting would be considering the application later on the agenda.• A resident queried the logic in allowing a recycling facility on the Bushmead Road. The road surface was now deteriorating <p>Report from Buckinghamshire Council Councillors. Cllrs Peter Cooper and Diana Blamires introduced themselves. They along with Cllr Ashley Bond would now be representing the parish. They had yet to agree the distribution of work but they would let the council know shortly. Cllr Cooper was on a planning committee while Cllr Blamires was on the education and the transport committees.</p> <p>WWEG – Seeding was continuing down Bushmead Road and hedge laying in the recreation ground.</p>	
21/71	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. No new declarations were made.	

Chair's Initials: _____

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21/72	<p>Approval of Minutes: The minutes of the meeting of the Council held on the 17th May 2021, were approved and signed as a true record.</p>	
21/73	<p>2020/21 Annual Governance Report and Accounting Statements</p> <p>a) The clerk reported that the internal audit of the 2020/21 accounts had been completed and that there were no issues raised. The auditor had signed the audit report.</p> <p>b) The chairman and clerk then signed the Annual Governance Statement once it had been APPROVED by the meeting.</p> <p>c) The chairman and clerk then signed the 2020/21 Accounting Statement once it had been APPROVED by the meeting. The Annual Governance and Accounting Statement would now be sent to PKF Littlejohn, the external auditors, before the 30th June 2021 deadline.</p> <p>d) It was NOTED that the dates for the Notice of Exercise of Public Rights were:</p> <ul style="list-style-type: none"> • Announcement made / published on the website – Monday 14th June 2021. • Period of Inspection starts – Monday 28th June 2021. • Period of Inspection finishes – Friday 9th August 2021. 	
21/74	<p>Recreation Ground</p> <p>a) Play Surface – Cllr Ford had spoken to ex-AVDC staff regarding the surface. They had confirmed current standards and advised not to rush the project. They commented that the play area should not be fully enclosed. Wicksteed had confirmed that they would not be supplying a quote.</p> <p>b) Tree Ceremony – It was AGREED that this should take place when possible. Cllr Perry had been in contact with the vicar and the company who would make the plaque to confirm the price.</p> <p>c) It was AGREED that the following councillors would be members of the Recreation Ground Working Group - Cllrs Ford, James-Priday and Palin.</p>	
21/75	<p>Noticeboards / Benches</p> <p>a) It was NOTED that the specifications for the noticeboards had yet to be finalised.</p> <p>b) It was AGREED to replace the bench in the High Street. The cost would be approximately £900, which included engraving and installation. The metal WI plaque would be removed with the wording being engraved into the wood.</p>	Clerk
21/76	<p>Grass Cutting</p> <p>a) Specification – The specification needed improving and updating. The</p>	

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	<p>last cut was incomplete as there was confusion over areas with weeds / wildflowers which meant certain areas were not cut. It was AGREED that the WWEG and Cllr Ford would agree a plan, by Friday 18th of what areas would be designated as wildflower areas and which were not. The contractors would then be informed.</p> <p>b) Contract – It was AGREED that Cllrs Ford and James-Priday would be responsible for overseeing the grass cutting contract.</p> <p>c) Wildflower Meadow – The quote from Buckland Landscapes of £1,170 plus VAT to cut the wildflower meadow was AGREED.</p>	Clerk
21/77	<p>Speed Cameras</p> <p>In the absence of Cllr Alderman, this item was deferred until the July meeting.</p>	
21/78	<p>Tree Related Issues</p> <p>a) This item was deferred until the next meeting.</p> <p>b) The meeting then considered a Tree Preservation Order (21/00007/TPO) on the three ash trees on the edge of the recreation ground. The trees were the responsibility of VAHT, with the last inspection being carried out in 2008. The meeting AGREED that they had No Objections to the TPO being made. When replying to Buckinghamshire Council reference should be made to the date of the last inspection.</p>	
21/79	<p>Remembrance Sunday</p> <p>It was AGREED to purchase a wreath for Remembrance Sunday. The clerk would provide options nearer to the time.</p>	Clerk
21/80	<p>Finance</p> <p>a) The list of cheque payments for June was APPROVED, details at end of the minutes.</p> <p>b) The combined bank account position at the 31st May 2021 was NOTED.</p>	
21/81	<p>Planning</p> <p>a) The following applications were considered.</p> <ul style="list-style-type: none"> • 21/02163/APP – Land Adjacent to the Old Vicarage, White Horse Lane – Erection of two new dwellings with car ports and parking. After consideration the meeting unanimously AGREED to Object to the application on the grounds that there was: <ul style="list-style-type: none"> ⇒ No listed building consent, ⇒ It represented an over development of the site, ⇒ The design did not fit within the conservation area, ⇒ There was inadequate car parking provision, ⇒ It failed to meet amenity standards in regard to garden space. 	

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	<p>The meeting also raised concerns about the lack of welfare provision on the site.</p> <ul style="list-style-type: none"> • 21/02123/APP – Land Adjacent to Bushmead Road – Removal of condition 15 (landscape management plan) relating to application 17/03384/AOP. The meeting unanimously AGREED to Object to the removal of condition 15. • 21/01889/APP – 3 Rickyard Close – Partial garage conversion and installation of roof lights. The meeting had No Objection to the application but commented that the environmental report was not completely accurate. • 21/02046/APP – 1 Market Hill – Demolition of garden wall. Erection of two storey rear extension. Alterations to porch. Insertion of rooflights to roof slopes. Fenestration changes. Construct raised timber deck. Re-paint timber windows. After consideration the meeting AGREED that more time was required and so an extension of the consultation period should be requested. • 21/02164/COUAR – The Firs Building, The Firs, High Street – Determination as to whether prior approval is required in respect of transport and highway impact, contamination risk and noise for the conversion of B1 offices into 8 residential flats. The meeting had No Objection to the application. <p>b) It was AGREED that the following councillors would be members of the Planning Working Group, Cllrs Lincoln, Palin, and Perry. Cllrs Alderman and Thomas were welcome to join.</p>	
21/82	<p>Neighbourhood Plan (NP)</p> <p>Cllr Lincoln informed the meeting that two dates had been set for the first informal consultation of the Plan. The dates were Thursday 22nd July and Saturday 24th July.</p>	
21/83	<p>Points of Interest</p> <p>Cllr Perry reported that the electricity pole in the orchard had wood peckers in it, which were close to the cables. UPKN would be informed.</p>	Clerk
21/84	<p>Date of Next Meeting: Monday 12th July 2021 @ 7.00pm.</p>	

The meeting closed at 9.00 pm.

Chair's Signature Date.....

Chair's Initials: _____

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Action List

Minute	Action Required	Action By	Progress
21/10	Prepare information on streetlights for conversion.	Clerk	In Progress
Forum	Contact VAHT about rat infestation.	Clerk	In Progress
21/62b	Arrange for play area gate to be mended.	Clerk	In Progress
21/75b	Order new bench for High Street.	Clerk	
21/76c	Inform Buckland Landscapes that quote accepted.	Clerk	Completed
21/79	Provide details of Remembrance Service wreath.	Clerk	
21/83	Inform UKPN of woodpeckers in pole.	Clerk	

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BANK RECONCILIATION

Reconciled Bank Balance At	Account	Bank Balance	Total
31 st May 2021	Treasurers – 6902	£10,438.48	
31 st May 2021	Playing Field – 7507	£9,053.53	
31 st May 2021	Business – 7003	£56,667.52	
31 st May 2021	Investment	£30,000.00	£106,159.53

INCOME AND EXPENDITURE LISTING

Income	£
HMRC – Remaining 50% Refund of 2020/21 Incurred VAT	£2,401.43
Salvation Army – Clothes Bank.	£19.76
TOTAL INCOME SINCE THE LAST MEETING IN MAY	£2,421.19

Expenditure	Cheque	£
Invoices to be approved at Parish Council meeting.		
Whitchurch PCC ⁽¹⁴⁾ – Hall Hire for May PC Meeting	799	£35.00
Buckland Landscapes ⁽¹⁵⁾ – May Grass Cutting	800	£497.00
ROSPA ⁽¹⁶⁾ – Annual Play & Gym Inspection	801	£170.40
Clerk ⁽¹⁷⁾ - Salary and expenses for June 2021	802	£440.69
C.Heron ⁽¹⁸⁾ – Wildflower Seeds for WWEG	803	£68.50
Stoke Mandeville PC ⁽¹⁹⁾ – Contribution to Printer Cartridges	804	£40.00
Whitchurch PCC ⁽²⁰⁾ – Hall Hire for June PC Meeting	805	£35.00
TOTAL OF CHEQUE PAYMENTS FOR APPROVAL		£1,286.59

For Information - Reclaimable Vat to date for 2021/22	£453.60
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WHITCHURCH WILDLIFE COMMUNITY GROUP	£
Income	
Grant of £250 from Buckinghamshire Council on completion of the project.	£0
Expenditure	
Purchase of four alder trees	£28.80
Purchase of Laminator and Pouches	£32.37
Purchase of wildflower seeds for Bushmead Road	£68.50