

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 13th May 2024 at 7.50pm.

Present: Cllrs C Lincoln (Chair), P Alderman, M Palin, M Perry, R Grimes, and C Thomas.

Public Attendance: 7 members of the public, plus Buckinghamshire Council Cllrs A Bond & D Blamires.

Clerk: A Skeggs

Absent: None

24/51	<p>Election of Chair</p> <p>On a proposal from Cllr Palin, seconded by Cllr Perry, Cllr Lincoln was elected as Chair for the forthcoming year. Cllr Lincoln then signed the Declaration of Acceptance of Office.</p>
24/52	<p>Election of Vice-Chair</p> <p>On a proposal from Cllr Lincoln, seconded by Cllr Palin, Cllr Perry was elected as Vice Chair for the forthcoming year.</p>
24/53	<p>Apologies for Absence</p> <p>Apologies were received and accepted from Cllr Ford. Buckinghamshire Council Cllr Cooper also gave his apologies.</p>
	<p>Open Forum for Residents</p> <ul style="list-style-type: none">• A resident raised the issue of the Village website and that it needed updating and a calendar facility would be useful. Cllr Grimes reported that he was the new administrator so would address these issues.• The Sandpath had been resurfaced but there were a few issues on the quality of the resurfacing.• Cllr Bond reported that the Community Board budget had been slashed, that they were looking at establishing a LED bulk buying facility, that the PCSO's would attend three meetings a year.• The parking and access protection lines on the High Street were scheduled to be done.
24/54	<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. No new declarations raised.</p>
24/55	<p>Approval of Minutes: The minutes of the meeting of the Council held on the 8th April 2024, were approved, and signed by the Chair.</p>
24/56	<p>2023/24 Annual Governance Report and Accounting Statement</p> <p>a) The 2023/24 Annual Governance Statement was presented to the meeting and once it had been APPROVED, the Chair and Clerk signed the return.</p> <p>b) The 2023/24 Accounting Statement signed by the clerk was presented to the meeting and was signed by the chair once it had been APPROVED by the meeting. The Annual Governance and Accounting Statement would now be sent to PKF Littlejohn, the</p>

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	<p>external auditors, before the 30th June 2024 deadline.</p> <p>c) 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 - Friday 21st June 2024. • Period of Inspection starts - Monday 24th June 2024. • Period of Inspection ends – Friday 2nd August 2024.
24/57	<p>Neighbourhood Plan</p> <p>The Chair of the working group reported that the process had now reached the Referendum Stage, which would be on Thursday 27th June 2024. The working group would be gently encouraging everyone to vote. A leaflet would be distributed to all residents and there would be an Open Evening on the 30th May to answer any questions that residents may have. As the referendum was being run by Buckinghamshire Council, it would follow normal election rules and so photo ID would be required to vote.</p>
24/58	<p>Restoration of the School Bell Project</p> <p>A site visit of the school had been carried out on the 22nd April to assess each proposed location. After consideration, it was proposed by Cllr Alderman, seconded by Cllr Lincoln, to site the bell around the side of the school facing the playing field and against the school wall. This was unanimously AGREED. Cllr Alderman then reported that the bell had been taken to the restorers. The bell was to be housed in a cote, the materials of which would be purchased via a pro-forma invoice.</p>
24/59	<p>Buckinghamshire Council Draft Street Trading Policy</p> <p>The Clerk informed the meeting that Buckinghamshire Council had issued a draft Street Trading policy which would affect all events held by Parishes that had stalls selling goods whether as a business or for charity. It would require the Parish Council to collect a great deal of information from the stall holder. The Clerk had circulated a draft response for submission to Buckinghamshire Council. After consideration it was AGREED to submit the circulated response.</p>
24/60	<p>Banking Arrangements</p> <p>a) Bank Signatories - The current list of signatories was reviewed. It was AGREED that no changes were required to the current mandate.</p> <p>b) Direct Debits - The DDs to SSE and ICO were APPROVED for the current year.</p>
24/61	<p>Finance</p> <p>a) The list of payments for May were APPROVED, details at the end of the minutes.</p> <p>b) The combined bank account position at the 30th April was NOTED.</p> <p>c) It was NOTED that the 2024/25 MKBALC membership had been renewed for £164.64.</p>
24/62	<p>Planning – The following applications were considered by the meeting.</p> <ul style="list-style-type: none"> • 24/01336/APP – 49 Ashgrove Gardens – Erection of First Floor Extension. <p>No Objections were raised to this application, but the following comments were to be</p>

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	<p>submitted, no weather boarding (consult Neighbourhood Plan Design guide) and the new bricks to match existing brick work.</p> <ul style="list-style-type: none"> • 24/00449/APP – The Palms, 56 Oving Road – Insertion of Side Door (Retrospective). When this application had been considered at the last meeting, No Objections had been raised but following the meeting new information had been received regarding privacy. On inspection it was AGREED that the application should be Objected to on the grounds that there was a loss of privacy to the neighbour that overlooked the side door.
24/63	Points of Interest – No points of interest were reported.
24/64	Date and Time of Next Meeting: The next meeting would be on Monday 10 th June 2024 starting @ 7.30pm.

The meeting closed at 8.50 pm.

Chair's Signature Date.....

Actions List

Minute	Action Required	Action By	Progress
23/20	Investigate Christmas lights in the High Street.	Clerk	In Progress
23/90	Order three benches with Kings Coronation emblem.	Clerk	On Hold
Forum	Investigate MVAS pole and socket on High Street.	ClIr PA/CT	In Progress

BANK RECONCILIATION

Reconciled Bank Balance At	Account	Bank Balance	Total
30 th April 2024	Current Account	£26,797.59	
30 th April 2024	Deposit Account	£56,936.65	
30 th April 2024	Investment Account	£30,000.00	£113,734.24

INCOME AND EXPENDITURE LISTING

Income	£
Lloyds Bank – Interest in April.	£58.75
Salvation Army – Clothes Bank for March.	£21.28
HMRC – Reclaimed VAT from 2023/24.	£1,293.66
Buckinghamshire Council – First Precept Payment for 2024/25.	£16,175.00
TOTAL INCOME SINCE THE LAST MEETING IN APRIL	£17,548.69

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Expenditure		
Invoices to be approved at Parish Council meeting.	Payment	£
Best Kept Village Competition ⁽⁰⁶⁾ – Entry Fee.	FPO	£25.00
Buckland Landscapes ⁽⁰⁷⁾ – Footpath Clearance Bus Stop to End.	FPO	£594.00
Buckland Landscapes ⁽⁰⁸⁾ – Footpath Clearance Little London.	FPO	£474.00
Buckland Landscapes ⁽⁰⁹⁾ – Footpath Clearance Sandpath.	FPO	£420.00
Buckland Landscapes ⁽¹⁰⁾ – April Verges / Recreation Ground.	FPO	£846.81
Whitchurch PCC ⁽¹¹⁾ – Hall Hire for May 2024 PC Meeting.	FPO	£25.00
Clerk ⁽¹²⁾ - Salary and Expenses for May 2024.	FPO	£527.35
ENC Ltd ⁽¹³⁾ – Six street light upgrades to LEDs around village.	FPO	£4,057.24
ENC Ltd ⁽¹⁴⁾ – Three street light upgrades to LEDs around village.	FPO	£1,606.80
Glasdon ⁽¹⁵⁾ – Pair of Eyes for Froggo Waste Bin.	FPO	£15.11
TOTAL OF PAYMENTS FOR APPROVAL		£8,591.31
Direct Debits		
SSE Swalec ^(DD02) - Street Lighting for March.	DD	£99.31
TOTAL OF DD PAYMENTS FOR NOTING SINCE THE APRIL MEETING		£99.31
For Information - Reclaimable Vat from 1 April for 2024/25		£1,482.34

FIXMYSTREET.COM

This is the website that Buckinghamshire Council recommends you use to report problems, which could be blocked road drains, potholes, broken pavements, signage problems, overgrown foliage etc.

Here is the link <https://fixmystreet.buckinghamshire.gov.uk/>

If you do need to report anything, then please put as much detail as possible and always upload some photographs. Reports with photographs will get resolved quicker than ones without.