

# 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 10<sup>th</sup> June 2024 at 7.30pm.

Present: Cllrs C Lincoln (Chair), P Alderman, S Ford, and M Perry.

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

Clerk: A Skeggs

Absent: None

24/65	<p><b>Apologies for Absence</b> Apologies were received and accepted from Cllrs R Grimes, M Palin, and C Thomas.</p>
	<p><b>Open Forum for Residents</b></p> <ul style="list-style-type: none"><li>Residents were commenting that the new road surface meant that vehicles were now driving faster through the village and making it difficult for vehicles to exit Little London and for children to cross the road in the mornings. The Parish Council would resurrect some of its speed measures – MVAS / Speedwatch / Call for better markings and asking for the Police speed van to visit the village more often.</li><li>Mark Soar (Deputy Head of Whitchurch school) spoke about the school's 50<sup>th</sup> Anniversary on the 17<sup>th</sup> September. They would be having an Afternoon Tea and then Whitfest in the evening. They were looking for some funding from the Parish Council.</li><li>A resident raised the issue of the footpath near Swan Close that needed siding out.</li><li>Cllr Bond reported that some of the white lining on the High Street could not be done as the No Parking signs had been removed. Letters would be sent to residents asking to keep the area clear. The Community Board had been cancelled due to the General Election and there may be the possibility that traffic problems in the surrounding villages could impact Whitchurch as motorists look for alternative routes.</li></ul>
24/66	<p><b>Members' Interests:</b> 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>
24/67	<p><b>Approval of Minutes:</b> The minutes of the meeting of the Council held on the 13<sup>th</sup> May 2024, were approved, and signed by the Chair.</p>
24/68	<p><b>2023/24 Internal Audit Report</b> The Clerk presented the 2023/24 internal audit report for consideration and reported that there were no issues that the auditor wished to draw to the Council's attention. After reviewing the signed internal audit reports both were <b>APPROVED</b> by the meeting.</p>
24/69	<p><b>Restoration of the Recreation Ground</b></p> <p>a) Work to begin addressing the rutted entrance to the recreation ground was scheduled to start at the recreation ground on the 11<sup>th</sup> June. A request was made for some Councillors to be in attendance.</p>

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	<p>b) The consideration of installing hard standing was deferred until the next meeting pending the results of the above.</p>
24/70	<p><b>Play Equipment</b></p> <p>Cllr Ford introduced the item and reported that quotes had been received from two suppliers, Playsmart and PFL. There was a difference of £4,000 between the quotes with one supplier suggesting an alternative mesh drainage system. After consideration it was proposed by Cllr Ford, seconded by Cllr Lincoln, that the quote from PFL to provide an accessible swing, surface and two metal goals for £16,483 be accepted. This was <b>AGREED</b>.</p>
24/71	<p><b>Play and Gym Equipment Inspection Report</b></p> <p>The annual play and gym equipment inspection had been carried out and there were no significant problems that needed immediate attention. It was <b>AGREED</b> to contact Caloo, as suppliers of the gym equipment, to ask them to repaint the corroded areas of the equipment before it got worse.</p>
24/72	<p><b>Restoration of the School Bell Project</b></p> <p>a) The cote was to be built during the school summer holidays. The Parish Council was required to pay for the materials in advance so that they could be ordered. Cllr Alderman was to write to the school to confirm the location of the cote as the school seemed unaware of where it was going.</p> <p>b) The Clerk reported that it seemed unlikely that the restoration of the bell would get Community Board funding, so the Chair suggested setting up a Just Giving account, which would be publicised at the school. Other sources of funding should still be sought. All donors would have their names recoded in a book to be held at the school.</p>
24/73	<p><b>Rural Services Network Group</b></p> <p>A request had been received to join the Rural Services Network Group, cost £50 per annum. The benefits had been circulated to Councillors. After consideration it was <b>AGREED</b> to defer the decision until the Clerk had contacted local existing members to ask their opinion.</p>
24/74	<p><b>Finance</b></p> <p>a) The list of payments for June were <b>APPROVED</b>, details at the end of the minutes.</p> <p>b) The combined bank account position at the 31<sup>st</sup> May was <b>NOTED</b>.</p>
24/75	<p><b>Planning</b> – There were no applications considered by the meeting.</p>
24/76	<p><b>Points of Interest</b> –</p> <ul style="list-style-type: none"> <li>• Cllr Grimes had attended the first of three sessions on “Being a Councillor”.</li> <li>• Cllr Ford updated the meeting on the mutual tenancy exchange that had applied for in Newmans Close. She had been in contact with Hastoe Housing and Bucks Home</li> </ul>

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	Choice to remind of the s.106 agreement. The exchange had been refused for the moment. Cllr Ford was to have a meeting with Buckinghamshire Council Head of Housing to talk through the s.106 agreement.
24/77	<b>Date and Time of Next Meeting:</b> The next meeting would be on Monday 8 <sup>th</sup> July 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	In Progress
Forum	Investigate MVAS pole and socket on High Street.	Cllr PA/CT	Completed
24/70	Cllr Ford to contact PFL regarding quotation.	Cllr Ford	Completed
24/71	Contact Caloo regarding gym equipment.	Clerk	Outstanding
24/72	Cllr Alderman to contact school re cote location.	Cllr Alderman	
24/72	Cllr Lincoln to set up Just Giving account for school bell.	Cllr Lincoln	Completed
24/73	Contact Pitstone Parish Council about joining RSNG.	Clerk	Completed

## BANK RECONCILIATION

Reconciled Bank Balance At	Account	Bank Balance	Total
31 <sup>st</sup> May 2024	Current Account	£16,477.43	
31 <sup>st</sup> May 2024	Deposit Account	£56,997.49	
31 <sup>st</sup> May 2024	Investment Account	£30,000.00	£103,474.92

## INCOME AND EXPENDITURE LISTING

Income	£
Lloyds Bank – Interest in May.	£60.84
Salvation Army – Clothes Bank for April.	£25.35
<b>TOTAL INCOME SINCE THE LAST MEETING IN MAY</b>	<b>£86.19</b>

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<b>Expenditure</b>		
<b>Invoices to be approved at Parish Council meeting.</b>	<b>Payment</b>	<b>£</b>
A-M Davies <sup>(16)</sup> – Internal Audit of 2023/24 Annual Statements.	FPO	£100.00
Gallagher <sup>(17)</sup> – Annual Insurance.	FPO	£1,458.78
Buckland Landscapes <sup>(18)</sup> – May Verges / Recreation Ground.	FPO	£846.81
Whitchurch PCC <sup>(19)</sup> – Hall Hire for Neighbourhood Plan Drop-in.	FPO	£25.00
Whitchurch PCC <sup>(20)</sup> – Hall Hire for June 2024 PC Meeting.	FPO	£25.00
Clerk <sup>(21)</sup> - Salary and Expenses for June 2024.	FPO	£573.10
Buckland Landscapes <sup>(22)</sup> – Supply & Install Stakes & Netting.	FPO	£384.00
Playsafety Ltd <sup>(23)</sup> – Annual Inspection of Play & Gym Equipment.	FPO	£194.40
rCOH Ltd <sup>(24)</sup> – Two Days Consultancy for Neighbourhood Plan.	FPO	£1,560.00
BALC <sup>(25)</sup> – Councillor Essentials Parts 1 to 3 – Cllr Grimes.	FPO	£90.00
<b>TOTAL OF PAYMENTS FOR APPROVAL</b>		<b>£5,257.09</b>
<b>Direct Debits</b>		
SSE Swalec <sup>(DD03)</sup> - Street Lighting for April.	DD	£96.11
<b>TOTAL OF DD PAYMENTS FOR NOTING SINCE THE MAY MEETING</b>		<b>£96.11</b>
<b>For Information - Reclaimable Vat from 1 April for 2024/25</b>		<b>£1,491.86</b>

## **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.