

# 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 12<sup>th</sup> June 2023 at 7.55pm.

Present: Cllrs C Lincoln (Chair), P Alderman, S Ford, V James-Friday, M Perry, and C Thomas.

Public Attendance: Three members of the public, and Buckinghamshire Council Cllr A Bond.

Clerk: A Skeggs

Absent: None

23/74	<p><b>Apologies for Absence</b></p> <p>Apologies were received and accepted from Cllr M Palin.</p>
	<p><b>Open Forum for Residents</b></p> <ul style="list-style-type: none"><li>• A resident again raised his concerns on the Supernova and slide equipment. This was to be discussed later in the meeting. He also raised the issue of no fence around the play area.</li><li>• A resident raised the issue of the number of deaths on the A413 and how could the concerns of the village be addressed. The Chair replied that the Clerk would write to Steve Broadbent at Buckinghamshire Council to see if Buckinghamshire Council had any road safety measures that could be considered.</li><li>• There was no update from the Buckinghamshire Council councillor.</li></ul>
23/75	<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.</p> <p>No declarations were made.</p>
23/76	<p><b>Approval of Minutes:</b></p> <p>The minutes of the meeting of the Council held on the 15<sup>th</sup> May 2023, were approved, and signed by the Chair. Request to add the Action List to the minutes.</p>
23/77	<p><b>Recreation Ground</b></p> <p>a) The retrospective approval by the Chair and Clerk for an emergency inspection of the play area by ROSPA (Play Safety Ltd), cost £415.00 (ex VAT) was <b>NOTED</b> and <b>AGREED</b>.</p> <p>b) The Clerk reported that he had received the inspection report from ROSPA for all items in the playing field. The findings from the ROSPA inspector regarding the installation of the Supernova and Multiplay Toddler pieces of equipment are shown below:</p> <ul style="list-style-type: none"><li>• The item and its surfacing (where applicable) meet with the requirements of the relevant standards. The BS EN 1176 requirement for the underside clearance of a carousel has been fulfilled. The item and its surfacing meet all the relevant safety requirements and are found to be in good working order.</li><li>• The item and its surfacing (where applicable) meet with the requirements of the</li></ul>

# Whitchurch Parish Council

	<p>relevant standards.</p> <p>c) Consideration was given to installing two benches in between the play area and the gardens. It was <b>AGREED</b> in principle to position either new or redistribute existing benches in this area but only after some ground investigation works had taken place.</p>
23/78	<p><b>Kings Coronation Benches</b></p> <p>After consideration there was still no agreement on which material the benches at Kempsons, Old Road (Roundabout) and Oving Road (Wildflower area) should be replaced with. Not all the benches were the same size. To reach a decision, it was <b>AGREED</b> that Cllrs James-Priddy and Thomas would manage the project and Cllr Thomas would get the dimensions of all the benches to aid the decision.</p>
23/79	<p><b>2022/23 Internal Audit Report</b></p> <p>The clerk reported that the internal audit of the 2022/23 accounts had been completed and that there were no issues raised. The auditor noted that a new Parish Council website had been developed. The signed auditor reports were <b>NOTED</b> by the meeting.</p>
23/80	<p><b>Finance</b></p> <p>a) The list of payments for June were <b>APPROVED</b>, details at the end of the minutes. b) The combined bank account position at the 31<sup>st</sup> May was <b>NOTED</b>.</p>
23/81	<p><b>Neighbourhood Plan</b></p> <p>Keith Armour was not present, but he had provided a statement that the Clerk read to the meeting. Once all the communications and consultation evidence along with all the other documentation had been uploaded to the Parish Council website, the official request to start the Regulation 16 process can be initiated.</p>
23/82	<p><b>Whitchurch WI Centenary</b></p> <p>As Cllr Palin was not present, it was <b>AGREED</b> to defer this item until the next meeting.</p>
23/83	<p><b>Planning</b></p> <p>The following planning applications were considered by the meeting:</p> <ul style="list-style-type: none"> <li>• <b>23/01716/APP – 43 Ashgrove Gardens</b> – Two Storey Side Extension. It was <b>AGREED</b> to arrange a site visit and defer the decision until the next meeting.</li> <li>• <b>22/01665/APP – 5 Castle Lane</b> – Erection of Closed Boarded Fence. This had been <b>REFUSED</b> by Buckinghamshire Council and upheld on appeal.</li> </ul>
	<p><b>Points of Interest</b></p> <ul style="list-style-type: none"> <li>• Cllr Lincoln reported on the meeting that she and the Clerk had had with the Rights of Way team from Buckinghamshire Council on FP47. The process and the impacts had been discussed and although, opposed by the Parish Council, the Rights of Way officer would be making a Footpath Diversion Order and issuing the formal Notice for consultation. The landowner has offered some mitigation measures, and other</li> </ul>

# Whitchurch Parish Council

	measures may be requested by the Parish Council during the formal consultation stage.
23/84	<b>Date and Time of Next Meeting:</b> The date of the next meeting would be on Monday 10 <sup>th</sup> July 2023 starting @ 7.30pm.

The meeting closed at 8.40 pm.

Chair's Signature ..... Date.....

## Actions List

Minute	Action Required	Action By	Progress
23/06	Contact Wingrave PC re: playing field drainage.	Cllr Perry	
23/20	Investigate Christmas lights in the High Street.	Clerk	Outstanding
23/67	Confirm location of defibrillators – Surgery & Swan.	Clerk	Completed
23/68	Report to BC broken stiles on FP WHI/11/1.	Clerk	Completed
23/77c	Investigate state of the ground for benches.	??	
23/78	Obtain dimensions of all village benches.	Cllr Thomas	

## BANK RECONCILIATION

Reconciled Bank Balance At	Account	Bank Balance	Total
31 <sup>st</sup> May 2023	Current Account	£17,851.31	
31 <sup>st</sup> May 2023	Playing Field Account	£1,252.67	
31 <sup>st</sup> May 2023	Deposit Account	£55,911.67	
31 <sup>st</sup> May 2023	Investment Account	£30,000.00	£105,015.65

## INCOME AND EXPENDITURE LISTING

Income	£
Lloyds Bank – Interest for May.	£32.48
Salvation Army – Clothes Bank for April.	£48.13
<b>TOTAL INCOME SINCE THE LAST MEETING IN MAY</b>	<b>£80.61</b>

Expenditure	Payment	£
<b>Invoices to be approved at Parish Council meeting.</b>		
Buckland Landscapes <sup>(17)</sup> – May Verges Grass Cutting.	FPO	£526.82
Whitchurch PCC <sup>(18)</sup> – Hall Hire for June 2023 PC Meeting.	FPO	£20.00
Clerk <sup>(19)</sup> - Salary and Expenses for June 2023.	FPO	£456.75
Groundwork UK <sup>(20)</sup> – Repayment of Unspent N Plan Grant.	FPO	£190.00
Ann-Marie Davies <sup>(21)</sup> – Internal Audit of 2022/23 AGAR.	FPO	£100.00

# Whitchurch Parish Council

Play Safety Ltd (22) – Post Installation Inspection of Play Area.	FPO	£498.00
<b>TOTAL OF PAYMENTS FOR APPROVAL</b>		<b>£1,791.57</b>

<b>Direct Debits</b>		<b>£</b>
SSE Swalec (DD2) - Street Lighting for May.		£126.12
<b>TOTAL OF DD PAYMENTS FOR NOTING SINCE THE MAY MEETING</b>		<b>£126.12</b>

<b>For Information - Reclaimable Vat to date for 2023/24</b>		£1,404.85
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## **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.