

Minutes of the virtual Parish Council Meeting of Piddington & Wheeler End Parish Council held on Tuesday 9^h June 2020 at 7.30pm via Zoom

Present: Cllrs Mr S Digby – Chairman, Mr P Brown, Mr N Cloke, Mrs F Curzon, Mr O May, Mrs J Roy.

Councillor Ian McEnnis.

Clerk – Mrs H Glasgow.

Members of the public: 0

Cllr Simon Digby opened the meeting with a period of silence in respect of the tragic passing of cyclists, Damien Natale and Andy Coles.

Members questions

Councillor Ian McEnnis reported that Buckinghamshire Council will reinstate all of the on-street parking restrictions.

253.1 Attendance and acceptance of apologies for absence.
Apologies received from Councillor Wendy Pitcher.

253.2 Declaration of disclosable pecuniary interests relating to items on the Agenda.
Cllr Curzon declared an interest in planning application - 20/05988/FUL.

253.3 Minutes - To confirm the Minutes of the May Meeting.
Council confirmed the minutes to be a true and accurate record. The Chairman will sign the minutes at a later date.

253.4 Allotments – i) To consider mitigating circumstances/uncultivated plots.
Allotment plots 6 and 9 are now vacant. The Clerk will advertise the vacant plots on the PC facebook page. There were mitigating circumstances received from two tenants. Council accepted these and asked the Clerk to advise the tenants that they must ensure the plots are cultivated.

ii) To consider the draft allotment tenancy agreement.

Cllr Curzon drafted a tenancy agreement and circulated this prior to the meeting. Council approved the drafted tenancy agreement with a few amendments. The Clerk will issue the new tenancy agreement to allotment holders.

iii) constituting the committee / working party

Council agreed the appointment of the allotment working party.

v) water collection system funding status

Cllr Cloke reported that an application for funding will be submitted to the Heart of Bucks and The Green Plan. Council agreed in principle to top up the funding dependent on the numbers and amount required. A full proposal would need to be discussed at a future meeting.

vi) purchase of rotavator and hiring out protocols and rates

Several allotment tenants have jointly purchased a rotavator and will hire this out to allotment holders as required.

253.5 Councillors – i) To update the Councillors roles and responsibilities

Council agreed the following roles / responsibilities :

Planning – Cllrs Roy and May

Allotments – Cllrs Curzon and Cloke

Represent the Village Hall – Cllrs Digby and Curzon

Rural Forum – Cllr Pitcher (tbc)

NAG – Cllrs Curzon and Brown

WDALC – Clerk

LAF – Cllr Digby

ii) To consider if Councillor telephone numbers should be displayed on the noticeboards and website.

Council decided that the PC's office number should be made available on the noticeboards and website and not the

phone numbers of individual Councillors.

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253.6 To review the clerks working hours

The Clerk is currently contracted for 5 hours per week. The workload and hours have increased. Council agreed to increase the Clerks hours to 10 per week.

253.7 Clerks Report and Correspondence.

Correspondence Received

1. BC – use public transport safely
2. BC – weekly updates from Martin Tett
3. BC – household recycling
4. BC – recycling centres
5. Wycombe Area Rural Forum - Farm Tour June cancelled – 18th June
6. BC – information re mobile testing units
7. BC - Update on Town and Parish Council involvement in planning applications
8. BC - Spike in doorstep crime as lockdown is eased
9. TFB – weekly road updates
10. Several emails from BMKALC re COVID-19
11. Several emails from Buckinghamshire Council re COVID-19
12. Several emails from Chiltern Waste re COVID-19
13. Advice received from NALC re COVID-19
14. Several emails from Thames Valley Police
15. Scam alert emails

Clerks Report

1. The first half of the precept has been paid. This is currently in the Natwest account. The Clerk will arrange for a cheque from the Natwest account to the HSBC account.
2. The new parish council website is up and running.
3. Cllr Brown is going to contact Mike Henson regarding access to the website.
4. Councillors were asked to check their DPI's were up to date.
5. The internal auditor has completed the audit and was happy with everything in place. The audit will be sent to the external auditor once Council has agreed it.
6. Re the kissing gates - The Chiltern Society have a back log of works of about 1 year. Council agreed - One kissing gate to be installed at the top of the new steps into the field, quotation £220.00. The other kissing gate to be installed at Lower Farm. Part of the wall may need to be removed to fit the gate. Quotation to be provided.
7. The current government guidelines are not to use children's play areas.
8. Any member of the public can report a problem to TFB on the website fix my street – www.fixmystreet.com
9. A Parishioner has volunteered to supply and install a book shelf at the bus stop. Council approved this.
10. A Parishioner asked if the trees along the A40 could be thinned. Councillor Digby is meeting with Countryside Management to discuss the hedges/trees.
11. A Parishioner raised concerns about the small canisters left all over the village. The Police are aware. If anyone see's someone throw these from a vehicle, they should note the date, time and vehicle registration number and contact the Police.
12. The PC were saddened to learn of the passing of Alison Edgley. Council asked the Clerk to write to the Edgley family.

253.8 Finance – i) Approval of the invoices submitted in May 2020.

Expenditure	Subtotal	VAT	Total
Mrs H Glasgow - Clerks Salary May	£ 267.14	£ -	£ 267.14
BCC pension for Mrs Glasgow May	£ 108.14	£ -	£ 108.14
HMRC May	£ 66.80	£ -	£ 66.80
Mrs H Glasgow - Clerks expenses May	£ 19.49	£ 3.90	£ 23.39
Chiltern Society	£ 30.00	£ -	£ 30.00
Parish Council Website	£ 250.00	£ -	£ 250.00
Came & Company	£ 757.11	£ -	£ 757.11
Buckland Landscapes	£ 365.83	£ 73.17	£ 439.00
TBS Hygiene LTD	£ 67.50	£ 13.50	£ 81.00

Total Expenditure	£ 1,932.01	£ 90.57	£ 2,022.58
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Total	£ -	£ -	£ -
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HSBC Account	Statement of Account
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Opening balance - 07/05/2020	£ 22,519.79
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Less approved expenditure	£ 1,343.36
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Less direct debit ICO annual subscription	£ -
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Income	£ -
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Total as at 01/06/2020	£ 21,176.43
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Unpresented cheques	£ -
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ii) New investment ideas for 2020.

Cllr Roy is awaiting a quotation from Elizabeth Stillman.

Cllr Digby will discuss the re-instatement of the pond on Wheeler End Common with Countryside Management.

Cllrs Digby, Curzon and Cloke have applied for sapplings.

iii) Subscription Renewal – Chiltern Society.

Council approved this.

v) Renewal of Parish Council Insurance.

Council approved the insurance premium under the Long-Term Agreement.

253.9 Quotations – i) Painting of the bollards – Wheeler End Common.

To remove 2 broken bollard posts and install 2x new. Repaint all x5 bollards in white and touch up areas required with white paint on war memorial picket fence - £270.00.

Quotation agreed.

ii) Upkeep of the noticeboards.

Clean the noticeboards inside and out. Clean the cork and Perspex. Clean the frame. Removal of algae. Removal of sticky tape. Oil locks and handles. Cut back greenery where required. £45 per noticeboard.

Quotation agreed.

iii) Maintenance of the AED unit.

Spray the keypad lock and WD40 to disperse any water. Clean the outside of the cabinet. Wipe down the outside of the cabinet with car wax. Open cabinet and wipe out thoroughly removing any condensation. Quote £45.

Quotation agreed.

253.10 To consider the Emergency Plan.

Cllr Roy had circulated a draft emergency plan prior to the meeting. Cllr Roy will make some suggested amendments and send to the Clerk.

The Clerk will forward a copy to Buckinghamshire Council and neighbouring Parishes.

253.11 Audit – i) To receive the Internal Audit Report

The Internal Auditor scrutinised the documents and was very satisfied that everything was in good order.

ii) Consider the Annual Governance Statement

Council considered the Annual Governance Statement and agreed all items.

iii) Sign off the accounts Year Ending 31st March 2020

Council agreed the year end accounts.

v) To note the Risk Schedule.

Council noted and agreed the risk schedule.

253.12 A40 Dashwood Hill Safety.

Sadly 2 cyclists lost their lives on the A40.

The road safety team leader has attended the scene with the police, and this is currently under investigation.

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Council asked the Clerk to contact Buckinghamshire Council regarding installing some cycle signs on the A40.

254 Members Questions and Statements.

It was reported that rubbish, and glass had been thrown all over the football pitch at the recreational ground. Today Cllrs Cloke, May and a Parishioner cleared all the rubbish. The glass however is all over the pitch. The Clerk will research the best and safest way to clean this up.

The football nets have also been cut.

Council has temporarily closed the recreational ground until the site has been cleared.

It was also reported that a brick was thrown through a nearby car window.

It was reported that there is an elder bush at the allotments. A tenant has asked if they can cut this back so that it isn't growing over their plot. Council agreed.

It was reported that the public bins in the village are regularly full of rubbish and waste is also being dumped at the side of the bins. Council will put a notice on the bins.

255 Planning Applications:

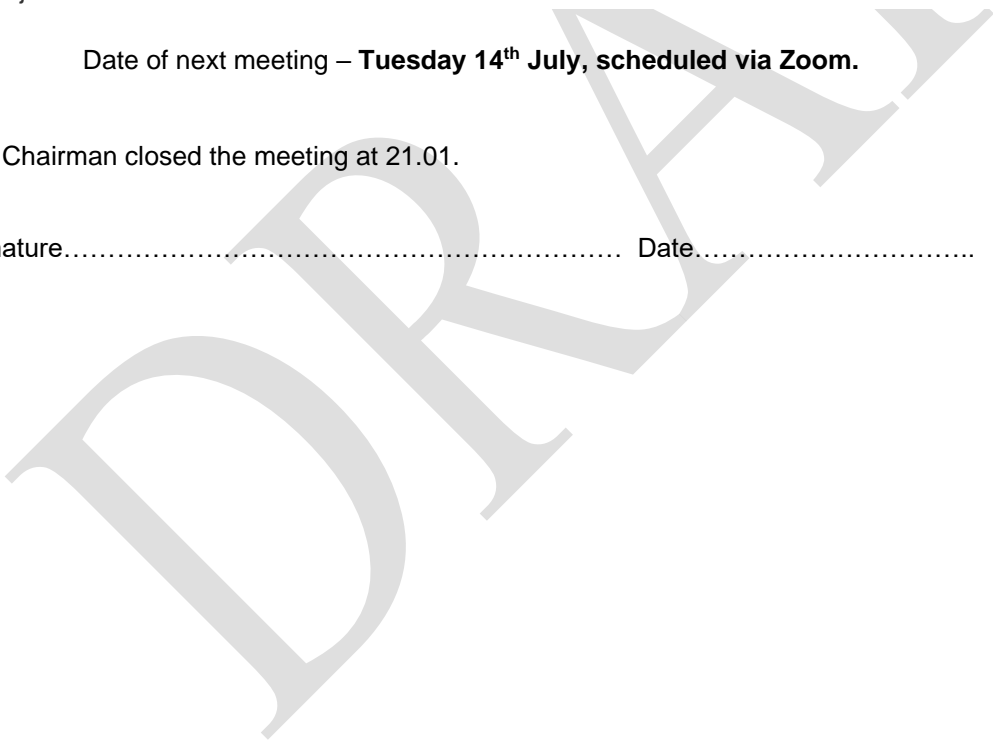
20/05988/FUL | Householder application for construction of single storey side extension | Glendyne Old Oxford Road Piddington Buckinghamshire HP14 3BE

No objection.

256 Date of next meeting – Tuesday 14th July, scheduled via Zoom.

The Chairman closed the meeting at 21.01.

Signature..... Date.....



DRAFT