

WENDOVER PARISH COUNCIL

Minutes of the Parish Council Meeting

7th February 2023 at 7:30pm

Meeting held at St Annes Hall, Aylesbury Road, Wendover, HP22 6JG

Present: Councillors Ballantine, Bulpett (Chair), Durden-Moore, Gallagher, Standen, Thornton, Walker, Washington, Williams and Worth.

In attendance: Buckinghamshire Councillors Bowles and Newcombe with apologies from Councillor Strachan

Clerk: Phoebe Sharps

Chair: Councillor Bulpett

Members of Public: 5

1. APOLOGIES FOR ABSENCE

PC22/361 Apologies were received and **ACCEPTED** from Councillors Goodall and Lloyd-Evans.

2. DECLARATIONS OF INTEREST

PC22/362 None declared

3. MINUTES

PC22/363 The minutes of the extraordinary meeting of 3rd January were **RESOLVED** as a true record and signed by the Chair.

4. CHAIR'S ANNOUNCEMENTS

PC22/364 The chair informed the Council that the office had been struggling to find a venue for the Annual Parish Meeting on 20th April and suggested a change to a Tuesday or Friday. The Council will be advised of any changes.

5. PUBLIC PARTICIPATION

PC22/365 A member of the public gave a presentation to the Council about the importance of shopping local and expressed interest in managing or supporting the Council to manage a local produce market once a month on a Sunday, this was noted. It was **RESOLVED** to include this on the March agenda.

6. CO-OPTION TO COUNCIL

PC22/366 The candidate gave a brief description of their history and interest in becoming a Councillor and described themselves as community minded, this was noted. The Council asked the candidate which committees they would be interested in joining, the candidate explained that they are happy to be on any committee but explained that their background in retail and buying gave them good people skills, they noted interest in amenities, planning and staffing, this was noted.

7. REPORTS FROM BUCKINGHAMSHIRE COUNCILLORS

PC22/367 Councillor Bowles informed the Council that Buckinghamshire Council will be having a Budget Setting meeting on Wednesday, 22nd February 2023, this is a Full Council meeting. The budget scrutiny committee gave recommendations to Councillors. The funding panel for the Community Board meets on the 8th February, there were bids for funding from organisations in Wendover. There are talks of a Household Support Fund of 4.8m for the calendar year, to help with the cost-of-living crisis, there could be an option to use reserves if this fund is not approved. There was a reminder about the Proud of Bucks awards. Cllr Bulpett commented that the format to nominate was suited to individuals and not organisations.

8. CLERKS REPORT & CORRESPONDENCE

PC22/368 The report from the Clerk was noted. It was further noted that the company will be out to survey the Clock Tower on 24th February as the Clock had stopped working again.

9. FINANCE AND PAYMENTS

- a) **PC22/369** The payments to consider totalling £38,732.49 were **RESOLVED** and signed.
- b) **PC22/370** The financial reports were noted. It was noted that the income and expenditure report is in line with expectations.

10. REPORTS FROM MEETINGS WITH OUTSIDE BODIES

a) Wendover Canal Trust

PC22/371 It was noted that there has been a name change from Wendover Arm Trust to Wendover Canal Trust, and that they have started the de-vegetation work before the towpath upgrade. It was further noted that the Council are happy for a new wall on Wharf Road, providing it does not have holes in the brickwork.

b) Wendover Business Group

PC22/372 It was noted that the Wendover Business Group is a resurrection of the Chamber of Commerce, the aim is to work together to result in a thriving town and they aim to meet once a month. They have had 4 meetings to date, have elected Ana Brown as Chair who has huge experience in tourism which will bring strengths to the group. The group will have representation from the Wendover Society, the PC and various business-owners.

11. REPORTS FROM SUB COMMITTEES

a) PLANNING

PC22/373 The draft minutes of the meeting on 17th January were noted.

b) AMENITIES

PC22/374 The draft minutes of the meeting on 17th January were noted.

12. REPORTS FROM WORKING GROUPS

a) HS2 Working Group

PC22/375 It was noted that the letter has been finalised regarding the Councils response to the HS2 Small Dean Schedule 17 submission. It was further noted that it will be checked and then will

be sent to the Chair who will send the letter. It was noted that in the meeting on 6th February it covered the upcoming road works closures, information on these can be found on the Councils website. The HS2 mobile visitor van will be on the Manor Waste on 15th February.

b) Parish Plan Working Group

PC22/376 It was noted that the Title Absolute for the Manor Waste has been applied for, it could be up to 8 weeks until we hear if it's been successful. It was also noted that we are in the process of finalising the questions and visuals for the final consultation on the increased use of the Manor Waste, the consultation will run for a month to be brought back to the April Full Council meeting and there will be multiple physical locations for the consultation and well as online. It was **RESOLVED** to delegate all implementations of the consultation to the office.

PC22/377 A question was asked about the colours on the new Wendover Identity, it was noted that the Parish Plan Working Group had considered different colour schemes, the colours in the final proposal are the most accessible and representative of the vibrancy of Wendover. It was unanimously **RESOLVED** to agree to the proposed visual identity and for Marley Design to commence with applications. It was **RESOLVED** with one abstention for the office team to develop suppliers and pricing proposals with the Wendover Business Group.

PC22/378 It was unanimously **RESOLVED** to delegate the progress of the Wendover websites to the office to report back on at the next Full Council meeting.

PC22/379 It was noted that the Wendover Business Group wanted to investigate the idea of new signage specifically at the top of station approach to highlight the High Street, also a sign with a map of the shops on the Manor Waste. It was unanimously **RESOLVED** to delegate the investigation of signage to the office team who will report back at the next Full Council meeting.

c) Transport Working Group

PC22/380 No update received.

13. OTHER ITEMS

a) Parking Review Implementation

PC22/381 The report on the Parking Review Implementation was noted. It was further noted that due to the pressures of deadlines Buckinghamshire Council had taken the decision to proceed with the implementation ahead of any feedback from the Parish Council. The notice was issued on the 13th January and the implementation needs to take place within two years of the notice date.

b) Coronation event

PC22/382 It was **RESOLVED** to create a week long poll for the residents to select their preferred date for the event and come back with the results at the next Full Council meeting. It was agreed to contact Wendover Cricket Club to ask if the Witchell Meadow is available on Monday 8th May 2023.

c) Internal Audit

PC22/383 i) Internal Audit report

The internal audit report and proposed actions were noted.

PC22/384 ii) Minutes of 7th June 2022 and 15th June 2021

It was **RESOLVED** to agree to the amended minutes and sign.

PC22/385 iii) Advice on payments to Churches

It was **RESOLVED** that Wendover Parish Council will consider any grant request from any party including religious bodies on it's merits.

d) Policy Review

PC22/386 i) Market Protocol

It was **RESOLVED** to defer this review until after the consultation for the Manor Waste proposal from the Parish Plan Working Group.

PC22/387 ii) Child and vulnerable adults protection

It was **RESOLVED** that no changes are needed.

PC22/388 iii) Co-option policy

it was **RESOLVED** to that no changes are needed.

14. DATES OF FUTURE MEETINGS

PC22/389 To note the next Parish Council meeting Tuesday 7th March 2023

15. CONFIDENTIAL ITEMS

PC22/390 It was **RESOLVED** to go into confidential session and members of the public were excluded from the meeting.

PC22/391 It was **RESOLVED** to accept the candidate and co-opt them to the Council.

16. CLOSURE OF MEETING

PC22/392 As all business was transacted the meeting was closed at 8.50pm

Signed by
Chair to the Parish Council

Date: Tuesday 7th March 2023

PAYMENTS TO CONSIDER		Month:	Feb	Parish Council 7/2/23
Date	To	Cheque No	Amount	Payment for
TOTAL CHEQUE AMOUNT			£0.00	
Date	To	Petty Cash	Amount	Payment for
TOTAL Petty Cash AMOUNT			£0.00	
Date	To	BACS	Amount	Payment for
09/02/2023	Marley Design	BACS	£300.00	Monthly web and communications
09/02/2023	Numbers	BACS	£72.00	Payroll services
09/02/2023	Val Mayland	BACS	£80.00	Clock tower cleaning
09/02/2023	Farol	BACS	£71.02	Mower servicing
09/02/2023	Farol	BACS	£131.94	Socket Set (replacement for personal equipment being used)
09/02/2023	IAC	BACS	£474.00	Internal Audit
09/02/2023	Sparkx	BACS	£1,020.00	Lamppost repair-4472
09/02/2023	Sparkx	BACS	£1,205.40	Lamppost inspection and report-4502
09/02/2023	Sparkx	BACS	£513.00	streetlight repairs-4453
09/02/2023	Sparkx	BACS	£813.00	lamppost repairs-4511
09/02/2023	PawPrint	BACS	£140.40	Photocopier rental and print
09/02/2023	J E Ellis	BACS	£270.00	Admin Services
09/02/2023	Wendover News Ltd	BACS	£750.00	Double page advert - community awards
09/02/2023	Marley Design	BACS	£150.00	Wendover ID
09/02/2023	HMRC	BACS	£3,164.44	January salary run
09/02/2023	HMRC	BACS	£3,217.00	Feb Salary run
09/02/2023	LGPS	BACS	£865.63	Jan LGPS Pensions
09/02/2023	LGPS	BACS	£865.63	Feb LGPS Pensions
09/02/2023	Salaries	BACS	£8,319.58	Jan net salaries
09/02/2023	Salaries	BACS	£8,430.00	Feb net salaries
S AMOUNT			£30,853.04	
Date	To	CARD	Amount	Payment for
30/01/2023	Amazon	CARD	£34.00	Tell tale - crack monitors for CT wall
31/01/2023	BuildingSite UK Ltd	CARD	£51.00	Work gloves for grounds team
19/12/2022	Amazon	CARD	£33.86	Litter pickers - replacements fro broken pickers
19/12/2022	Amazon	CARD	£13.98	bin bag holders - replacements
18/01/2022	Lebara	CARD	£5.00	Mobile sim for office mobile
13/12/2022	Lebara	CARD	£5.00	Mobile sim for office mobile
31/03/2023	Aylesbury plant and tool	CARD	£1,409.10	Digger/Dumper to clear mess at London Rd allotments
24/03/2023	Aylesbury plant and tool	CARD	£542.82	Digger/Dumper to clear mess and space for Wendover Shed - Hogtrough
24/01/2023	Wicksteed	CARD	£220.56	replacement seat and chain for broken swing
05/01/2023	Amazon	CARD	£18.79	Safety Goggles - estates team
06/01/2023	Amazon	CARD	£18.95	Cleaning wipes - estates team
17/01/2023	Viking	CARD	£10.66	cash receipt books
02/02/2023	Marks and Spencer	CARD	£35.00	Flowers for outgoing Admin
03/02/2023	Pro Hand Car Wash	CARD	£10.00	Hilux clean
d AMOUNT			£2,408.72	
Date	To	Monthly DD/SO	Amount	Payment for
20 Feb 2023	MICROSOFT	DD	£75.60	Microsoft 365 Licenses Jan
3 Feb 2023	SIDLEYS CLIENT THE	SO	£135.00	Sidleys garage rent
3 Feb 2023	LEX AUTOLEASE	DD	£444.29	Hilux lease agreement
5 Feb 2023	CASTLE WATER LTD	DD	£2.41	Site Safe Water
6 Feb 2023	BE FUELCARDS LTD	DD	£386.74	BP Fuel Card
7 Feb 2023	SMART PENSION LTD	DD	£18.00	SMART pension admin fee
11 Feb 2023	BT GROUP PLC	DD	£24.24	Emergency Broadband dongle (should be last payment)
12 Feb 2023	SMART PENSION LTD	DD	£736.52	Jan Smart pensions
13 Feb 2023	SMART PENSION LTD	DD	£753.70	Feb Smart Pensions
13 Feb 2023	JOHN DEERE BANK	DD	£363.05	Ride on Mower purchase (end date Apr 2023)
13 Feb 2023	JOHN DEERE BANK	DD	£47.23	Ride on mower extended warranty
15 Feb 2023	BG LITE	DD	£48.02	Manor Waste Electricity
15 Feb 2023	BG LITE	DD	£537.17	Clock Tower Electricity
19 Feb 2023	DRAX ENERGY SOLUTI	DD	£1,271.53	Street Lighting Electricity
19 Feb 2023	BUCKS COUNCIL RECE	DD	£76.00	Waste Container emptying
28 Feb 2023	CASTLE WATER LTD	DD	£14.81	Clock Tower Water
15 Feb 2023	BT GROUP PLC	DD	£536.42	Clock tower phone/broadband
TOTAL DD & SO			£5,470.73	
TOTAL PAYMENTS			£38,732.49	SIGNED BY COUNCILLORS:
COUNCIL MINUTE NUMBER			PC22/369	