

# WENDOVER PARISH COUNCIL

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## Minutes of the Parish Council Meeting

1<sup>st</sup> December 2020 at 7.30pm

Online Meeting via Zoom

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**Present:** Councillors Walsh (TW), Worth (SW), Gregory (NG), Green (RG), Myers (AM), Bulpett (SB), Clayton (MC), Clare (KC), Washington (DW), Jarratt (KJ), Durden-Moore (JDM)

**Clerk:** Keith Shelley

**Chairman:** Tom Walsh

**Members of Public:** 6

### 1. APOLOGIES FOR ABSENCE

**P20/192** Councillor Ballantine offered her apologies, and they were accepted.

### 2. DECLARATIONS OF INTEREST

**P20/193** None.

### 3. TEMPORARY DELEGATED POWERS DURING COVID-19 LOCKDOWN

**P20/194** It was **RESOLVED** to continue with the current arrangements for the delegated powers to the Clerk and the current working arrangements for the staff.

### 4. CHAIRMAN'S ANNOUNCEMENTS

a) **To receive announcements from the Chairman.**

**P20/195** The Chairman took the opportunity to wish the Council a Happy Christmas.

b) **To receive a briefing from the Clerk on meeting conduct.**

**P20/196** The Clerk reiterated the detail from an email he distributed on 20<sup>th</sup> November 2020 on Councillor conduct during meetings. The detail was **AGREED**, and the conduct adopted.

### 5. MINUTES FROM THE LAST MEETING

**Consider approval of minutes for the meetings dates of 6<sup>th</sup> October and 19<sup>th</sup> November.**

**P20/197** The minutes were **RESOLVED** as a true record. The Clerk will leave a copy of the minutes in the Clock Tower for the Chairman to sign.

### 6. PUBLIC PARTICIPATION

**P20/198** The Chairman to the Open Spaces Working Group raised concerns over other organisations bidding to utilise the old Skate Park Site. He was reassured by Councillor Walsh that the area was large enough to accommodate more than one organisation. It was **AGREED** the Clerk would organise a measurement of the area with Councillor Walsh and the Chairman to the Group in attendance.

**P20/199** A resident from Perry St raised concerns over the Wendover Parking Consultation and the impact the outline proposals may have on the residents. The Clerk confirmed the residents' concerns had been passed to TfB and explained the background to the Parking Review. Results from this informal consultation will be considered before the formal process commences.

**P20/200** A resident from PMG raised concerns relating to Crabtree the PMG Estate Management Company. It has been agreed that Barratt Homes will terminate the contract with Crabtree and hand over the managed land to the residents in the form of a ltd company; however, doubt exist over land ownership and

consequently maintenance responsibilities. It was AGREED the resident would meet with Councillors Clare and Bulpett to consider the practicalities of the Parish Council adopting the management of the land before approaching the Clerk.

## **7. REPORT FROM THAMES VALLEY POLICE**

**P20/201** No report was received and a Thames Valley Police representative failed to attend.

## **8. REPORTS FROM COUNTY COUNCILLORS**

**P20/202** Councillor Bowles commented on the following:

- Attendance at the Wendover Remembrance Day service which was limited to 15 people.
- The Call-In procedure which will be fully supported by the Buckinghamshire Councillors.
- Consultation on the VALP will be held during the period 10<sup>th</sup> December to 4<sup>th</sup> February with the hope the VALP will be in place by May.
- Cycleways in Wendover will be extended, this is being funded by HS2. It was AGREED that up-to-date cycleway plans would be submitted to the Parish Council. Councillor Worth commented on the extension of the pathway in South St to the old Skate Park. It was AGREED Councillor Worth will email the details to Councillor Bowles. Councillor Jarratt offered his support in representing the Parish Council in developing the cycleways.
- The formation of a Working Party to cover all areas affected by HS2. Councillor Bowles will be representing Wendover and Stoke Mandeville. Councillor Bowles requested that all concerns relating to HS2 should be passed to him so they can be considered by the Working Party.
- Lobbying for Parish Councils to have a vote at the Community Boards and that Parish Council Chairman become Standing Members of the Board. Parish Councils are strongly recommended to engage with their Boards.
- Concerns over the Little Shop of Cheese market trades displaying a banner associating them with No2. The Clerk confirmed he has spoken to the Market Manager and trader and the banner has been removed.

**P20/203** Councillor Jarrett raised concerns over the accuracy of the COVID signage around Wendover. Councillor Bowles

Agreed with the concerns and AGREED the signs should be removed by Buckinghamshire Council.

## **9. CLERK'S REPORT**

**P20/204** The Clerks report was NOTED.

### **a) To consider the format of the Community Awards 2021 and whether to proceed.**

**P20/205** The Clerk outlined the format for the awards.

**RESOLVED: It was proposed by Councillor Bulpett, seconded by Councillor Myers, and unanimously agreed that the awards for 2021 progress along the same format as 2020.**

### **b) To consider increasing Ashbrook Path EMR from £25k to £63.5k.**

**P20/206** Councillor Bulpett confirmed the EMR could not be increased during this financial year. Councillor Worth suggested the budget should remain at the £25k EMR and the path should extend from the park entry gate to the play park entry.

**RESOLVED: It was proposed by Councillor Walsh, seconded by Councillor Bulpett, and unanimously agreed that the original £25k EMR should remain and the path follow Councillor Worth's proposal.**

## **10. REPORTS FROM OUTSIDE BODIES**

### **a) To receive a report from Councillor Bulpett on the Community Board.**

**P20/207** Councillor Bulpett included a report for the meeting, and it was NOTED. She also highlighted the availability of funds for community projects. Councillor Bowles suggested ideas for funding be submitted to him in the first instance. Councillor Worth asked for an update on the previous LAF funding for the white

gates. The Clerk confirmed a Community Board submission was being processed. It was confirmed the next Community Board is on 16<sup>th</sup> March and an agenda item will be included for the January meeting.

**b) To receive a report from Councillor Durden-Moore on her Equality, Diversity, and Inclusion training.**

**P20/208** Councillor Durden-Moore included a report for the meeting, and it was NOTED. She also highlighted that the Equality and Diversity Statement was mandatory and must be included on the website and an Equality Impact Assessment was recommended on all large-scale initiatives and projects. It was AGREED Councillor Durden-Moore would work with the Clerk to provide an Equality and Diversity Statement for consideration by council and the remaining recommendations would be considered by the Staffing Committee.

Councillor Myers attended a Wendover Action Group meeting and raised concerns that due to new regulations the group may not be able to continue operating. The next meeting is due during February when he will update the council on the findings.

## **11. CORRESPONDENCE**

**To consider items of correspondence listed at (Appendix 1)**

**Reducing Speed Limit Bowood Lane.**

**P20/209** Councillor Walsh outlined his concerns relating to Bowood Lane and the impact of HS2 generally on the Wendover. HS2 and Buckinghamshire Council must be challenged, one to support and the other to enforce.

**Aylesbury Garden Town – Engagement Program**

**P20/210** The Clerk outlined the purpose of the program and how to engage with it.

**Hot Meals**

**P20/211** A member of the public outlined the requirement. The Claire Foundation will be preparing meals and they require support for distribution to towns and villages. This will require local transport and facilities. It was AGREED the member of the public would provide outline suggestions on how to support the initiative locally for consideration at the next meeting.

## **12. FINANCE**

**a) To note the draft minutes of the meeting held on 17<sup>th</sup> November 2020**

**P20/212** The draft minutes were NOTED.

**b) To note the I&E report, EMR and Balance Sheet for September and October 2020**

**P20/213** The I&E report, EMR report and balance sheet for September and October 2020 were NOTED.

**c) To review and confirm the final draft of the 2021/2022 budget**

**P20/214** Councillor Bulpett provided an overview of the budget to council.

**RESOLVED: It was proposed by Councillor Bulpett, seconded by Councillor Walsh, and unanimously agreed that the 2021/2022 is accepted.**

**d) To consider the list of payments and sign cheques**

**P20/215.** The list of payments was NOTED with no comments.

## **13. PLANNING COMMITTEE**

**To note the draft minutes of the meetings of 6<sup>th</sup>, 20<sup>th</sup> and 3<sup>rd</sup> November 2020.**

**P20/216** The draft minutes were NOTED.

#### 14. AMENITIES COMMITTEE

**a) To note draft minutes of meeting of 20<sup>th</sup> October 2020.**

**P20/217** The draft minutes were NOTED.

**b) To receive any recommendations from the Amenities Committee.**

**P20/218** The Amenities Committee recommend all the repairs identified by a recent inspection of the play parks are completed. Councillor Bulpett proposed the following line and virements to fund the repairs:

- £740 Play Equip Repairs 4440
- £6000 Witchel Hedge EMR 321
- £10000 General Reserves.

**RESOLVED: It was proposed by Councillor Bulpett, seconded by Councillor Worth and unanimously agreed that the work should be completed, and the financial proposals accepted.**

**c) To consider approached for use of the old Skate Park.**

**P20/219** It was AGREED from the previous meeting that the Food Forest Community Garden should place an order for their trees pending further engagement with the council on where they can be planted. It was also AGREED that the Clerk will organise a measurement of the old Skate Park site to access the practicalities of locating any future groups. The chairman from the Open Spaces Working Group and Councillor Walsh will attend and this detail will be considered at the next meeting.

#### 15. OTHER MATTERS

**a) HS2**

**To receive an update and any recommendations for the working group.**

**P20/220** Councillor Walsh circulated a report prior to the meeting, and it was NOTED. Councillor Gregory has AGREED join the meetings of the Working Group and other councillors are invited to attend the Working Group Monday zoom meetings as observers.

**b) Wendover Neighbourhood Plan Recognition Award**

**To consider a suitable award for the Working Group members.**

**P20/221** Following a discussion, to award the Freedom of the Parish with a suitable scroll was considered as appropriate.

**RESOLVED: It was proposed by Councillor Gregory, seconded by Councillor Durden-Moore, and unanimously agreed that the Clerk will investigate the Freedom of the Parish and organise the scrolls.**

**c) Freedom Parade**

**To consider a request from RAF Halton to hold a Freedom Parade through Wendover during 2022.**

**P20/222** Councillor Worth outlined the arrangements for the previous parade.

**RESOLVED: It was proposed by Councillor Worth, seconded by Councillor Bulpett, and unanimously agreed to hold the parade.**

**d) Forecourt and Walkway Chiltern Court.**

**To consider a request from the Landlord of Chiltern Court to extinguish the public right of way.**

**P20/223.** It was considered by council a dangerous option to close the pathway behind the parking bays.

**RESOLVED: It was proposed by Councillor Gregory, seconded by Councillor Green, and unanimously agreed not to support the proposal to extinguish the public right of way.**

*Clerks note: Having checked with Councillor Bowles he has confirmed the proposal only relates to the parking bays. This item will be considered again at the next meeting.*

e) **Meeting Pack.**

**To consider a request from Councillor Clare to have the meeting packs circulated sooner than the Thursday prior to a meeting.**

**P20/224.** The options for circulating a draft agenda and then the pack were considered.

**RESOLVED: It was proposed by Councillor Clare, seconded by Councillor Bulpett, and unanimously agreed to circulate the draft agenda on the Monday of the week prior to a meeting and the full final pack on the Wednesday.**

f) **Audit Actions – Insurance Claim**

**To consider an insurance claim for Business Interruption due to loss of market income.**

**P20/225** The Clerk outlined the insurance schedule relating to Business Interruption and conformed he had approached the insurance company to gain assurance that should a claim be submitted there would be no excess due or impact on future premiums. It was AGREED that the Clerk should process a claim based on the above responses.

g) **Councillor Resignation**

**To accept Councillor Chambers resignation**

**P20/226.** Councillor Walsh confirmed he had written to Councillor Chambers thanking her for her contribution and asking her to reconsider. No response has been received. It was AGREED the Clerk should approach Councillor Chambers to see if she would be interested in an exit interview.

h) **Wendover Good Neighbour Scheme**

**i) To consider a replacement for a current Regional Warden.**

**P20/227.** Councillor Durden-Moore agreed to accept the position.

**RESOLVED: It was proposed by Councillor Clare, seconded by Councillor Bulpett, and unanimously agreed to appoint Councillor Durden-Moore to the position and allow the Regional Wardens to decide on the lead warden.**

**ii) To consider establishing a Working Group to review the current and future functions for the scheme.**

**P20/228.** It was AGREED the Regional Wardens would consider arrangements for the Working Group.

i) **Christmas Holidays for Staff**

**To consider awarding the staff 3 additional days holiday over the period 29<sup>th</sup>, 30<sup>th</sup> and 31<sup>st</sup> December.**

**P20/229.** The Clerk explained the rationale for awarding the additional days. Councillor Green also suggested the Buckinghamshire Council Street Cleaner should be thanked.

**RESOLVED: It was proposed by Councillor Myers, seconded by Councillor Green, and unanimously agreed to award the additional days and recognise the Street Cleaner for her efforts.**

j) **Additional Vehicle for the Ground Staff**

**To consider renting a suitable vehicle for the Ground Staff.**

**P20/230.** The Clerk explained the current Gator vehicle was not completely suitable for the tasks now being completed by the Ground Team. Consequently, numerous expensive repairs had been recently completed. He presented 2 short-term rental options on a suitable vehicle for the Ground Team to 'test' before committing to a long-term lease confirming we have the appropriate vehicle.

**RESOLVED: It was proposed by Councillor Walsh, seconded by Councillor Bulpett, and unanimously agreed on a short-term rental of a Ford Ranger from Enterprise commencing during January 2021 provided a funding line can be identified by the Finance Committee.**

**16. DATES OF FUTURE MEETINGS**

**P20/231.** The date for the next Full Council meeting is 5<sup>th</sup> January 2021 at 7.30pm on Zoom

**17. CONFIDENTIAL ITEMS**

**P20/232.** None.

**18. CLOSURE OF MEETING**

**P20/233.** As all business was transacted the meeting was closed at 9.45 pm.

*Tom Walsh*

Signed by  
Chairman to the Parish Council

Date: 5<sup>th</sup> January 2020