

Watermead Parish Council Meeting

**Thursday 15 March 2018 at 7.30pm
The Village Hall, Watermead**

Attendees: Cllr Severn (Chair), Cllr A Schwab, Cllr M Singleton, Cllr P Toler
Noreen Shardlow (Clerk), Michelle Jackson (Assistant Parish Clerk),
AVDC Cllr Ashley Bond, BCC Cllr Netta Glover plus 2 members of the public

17.96 Apologies

Cllr Rose, Cllr Gent & Cllr I Schwab

17.97 Declarations of Interest

To declare any personal or prejudicial interests regarding the agenda – Cllr A Schwab & – All items relating to Crematorium and Legal.

17.98 To Receive Police Report re Protection of Persons & Property

Update from PCSO Danny Fahy. There had been damage at the allotments, which had been reported to the police by the Parish Council and there had also been reports of children throwing stones at the bus.

17.99 Open Forum for Parishioners at 7.40 pm – 8.10 pm followed by the Council Meeting

The Chair read out communication from Mrs Ruth Mayhew and the PC's response as follows:

"I note that there is an agenda item on this week's Parish Council Meeting for "Watermead Inn Event - Event Update" Item 17.103.2

Unfortunately, I am unable to attend the meeting due to a prior arrangement with the Town Council, I also believe that Kelvin is unable to attend. Please would it be possible for the following statement to be read out on my behalf.

"This year's Watermead Inn May Fair, proposed to take place on Sunday 27 May, which was due to follow the same outline format of the past two years, on the Balloon Meadow, will not be taking place due to the condition of a single named sponsor (The Watermead Inn) being imposed by Sue Seven and Noreen Shardlow (at an informal meeting in January), which made the event nonviable, as no other sponsors were permitted"

PARISH COUNCIL RESPONSE

The Parish Clerk and Chairman met Mrs Mayhew, following her request that the Parish Council considered an application from Kelvin Wong to run the May Fair, without charge, from the Parish Council to keep costs down. The PC had been unable to formally consider the matter at its meeting in January since it was not on its agenda and the request was not made in time. The Chairman offered to discuss it with her Councillor colleagues to agree an informal decision, which would be ratified by the PC at its February meeting, where it would be an agenda item. The Parish Councillors were keen for Mr Wong to run the event, once more, and agreed that, provided he was responsible for the event, including insurance and all associated risk management and health and safety requirements, and the Parish Clerk was satisfied that his event plans and arrangements were in accordance with the Parish Council's requirements the Parish Council was prepared to offer its land free of charge, subject to the usual damage deposit.

This decision was relayed to Mr Wong and Mrs Mayhew. However, the Parish Clerk was subsequently advised by Mr Wong that he was unable to fund the event this year, due to the event management costs and his own time restrictions. At this point a number of parishioners offered to form a volunteer committee to run the event, which would, once again, be called 'Larks by the

Lake'. Mr Wong will cover the cost of insurance and indemnify the Parish Council against liability. To cover the modest cost of loo hire, generators, and other items, local businesses are invited to take low-cost sponsorships, allowing their business name to be included in event publicity. All labour is voluntary and the committee hopes to raise significant funds for charity in the tradition of Larks by the Lake.

17.103 (2) Resolved The Parish Council considered a detailed proposal to permit the event to take place on the Balloon Field and Fishermens' Meadow on Sunday 27th May, under the auspices of Mr Kelvin Wong and Watermead Inn, run by a group of volunteers, chaired by Mrs Karen Collett, Head Teacher of St Mary's School, Haddenham. Mrs Collett and her committee are very experienced in this type of event management. Committee members include residents from Watermead and neighbouring parishes, together with two parish councillors and the Parish Clerk who will act as Treasurer. All proceeds will be donated to named charities. This was proposed by Cllr Severn, seconded by Cllr Schwab and agreed unanimously.

Cllr Singleton reported on the issue of only being able to dispose of waste once a month even with a waste permit at the Rabans Lane site.

Cllr Netta Glover gave her report. The PC offered its condolences on the loss of Kevin Hewson at AVDC.

The Chairman thanked the visitors for their attendance.

Council Meeting

17.100 To agree the minutes of the Parish Council Meeting held on 15 February 2018

The Minutes were agreed and signed as a true record of the meeting.

17.101 Planning & Licensing Matters

1. To update on any planning applications submitted

17/04545/APP – 3 Peregrine, Watermead. Garage conversion. Approved. Friday 9th February 2018, Watermead Parish Council were advised by Aylesbury Vale District Council that the applicant appealed the refusal decision of their previous planning application 17/03162/APP. Appeal Ref: 17/00096/FTHA Application 17/03162/APP has now been cancelled by the applicant as the later planning application 17/04545/APP has been approved.

2. 17/00071/APP Watermead Village Car Park, Lakeside-Erection of 21 flats with associated parking - At time of report we are awaiting a committee date.
3. 14/01575/APP – Proposed Crematorium, The Riviera – The PC's latest submission to AVDC in response to the new application can be downloaded from the PC's website. Some final inputs were awaited from experts which would follow. The date of the planning committee meeting has not yet been confirmed but could be 28 March. The website would be updated as soon as a date was known but only 7 days' notice would be given by AVDC.
4. 18/00770/APP 3 Kittiwake – Ground and first floor side extensions and conversion of garage – No objections
5. 18/00728/APP 1 Redwing – Erection of single storey rear extension – No objections.

17.102 Finance & Administration

1. **To agree the payment schedule for March 2018** – the Clerk had previously circulated the payment schedule, which was approved.

Payment Schedule		Mar-18					Payment Method (if Chq provide Number)
Company	Invoice No	Allocation	Net Amount VAT		Gross Amount		
British Gas	600026660	Village Hall Gas Supply	£163.59	£8.17	£171.76	BACS	
LMS Printing	7120	Printing - Legal	£335.25	£67.05	£402.30	BACS	
Herts Supplies	CS537598	Village Hall Cleaning Sup.	£87.19	£17.44	£104.63	BACS	
Ian Whittome	B09	R & M Grass Cutting	£45.00	£0.00	£45.00	BACS	
Mobile Mini	7000742414	R & M	£44.00	£8.80	£52.80	BACS	
CLC Grounds Maintenance	AWAIT INV	Adhoc Land Clearance	£75.00	£0.00	£75.00	BACS	
CLC Grounds Maintenance	AWAIT INV	Grass	£500.00	£0.00	£500.00	BACS	
CLC Grounds Maintenance	AWAIT INV	R&M	£450.00	£0.00	£450.00	BACS	
CLC Grounds Maintenance	AWAIT INV	Litter Bins	£316.00	£0.00	£316.00	BACS	
Celebration Management Service	302	Hall Management	£600.00	£0.00	£600.00	BACS	
M. Jackson	Jan-18	Assistant Clerk	£225.15	£0.00	£225.15	BACS	
N. Shardlow	Jan-18	The Clerk	£1,532.18	£0.00	£1,532.18	BACS	
HMRC PAYE & NI	Jan-18	PAYE & NI	£516.29	£0.00	£516.29	BACS	
G. M. Hall & Co.	Jan-18	Payroll	£20.00	£0.00	£20.00	BACS	
Aylesbury Vale District Council	1704421	Gatehouse Business Rates	£588.00	£0.00	£588.00	BACS	
Came & Company	8420/3216	Insurance	£2,015.82	£0.00	£2,015.82	BACS	
JSB Planning Law	420275	Legal - Crematorium	£5,000.00	£0.00	£5,000.00	BACS	
Rachel Seago	Spring 2018	Village View	£835.00	£0.00	£835.00	BACS	
Eagle Graphics Printers	23616	Village View Printing	£1,542.00	£0.00	£1,542.00	BACS	

2. **To agree the accounts to end of February 2018** - The Clerk had previously circulated the Accounts to end February 2018, which were approved.

3. **To appoint Internal Auditor** – Gus Orchard was appointed internal auditor

4. **Process to renew the following Parish Council Policies:** The Clerk would circulate for review prior to the April meeting.

- Standing Orders (including Risk Assessment)
- Financial & Procurement Regulations
- Communications Policy
- Asset Register.

5. **Insurance Renewal** - March 2016 the Parish Council resolved to accept the 3yr Long Term agreement (LTA) from Came & Company. Annual renewal documents circulated were accepted and approved by the Parish Council.

17.103 Councillors' Reports and Recommendations

1 Stroke Association Charity Run Update

Unfortunately, the Stroke Association had to postpone the Resolution Run at Watermead, which was due to take place on Sunday 4 March 2018, because of the extreme weather conditions.

This was not a decision taken lightly and after working very closely as a team and monitoring ground conditions, it was agreed this was the right decision for all participants and volunteers' safety.

The Event has been postponed to Sunday 29 April 2018.

2 **The Watermead Inn Event Update (Clerk Report)**

Following the initial necessary outline permission being given Kelvin Wong has confirmed that the May event will be taking place. For this year's event Kelvin has recruited a full committee of residents on a voluntary basis. Lead organiser is Watermead resident Karen Collett, Head Teacher of St Mary's School in Haddenham, who is very experienced putting together such events. There are a further four members on the committee who have a great deal of experience of managing/hosting such events too. The remainder of the committee is made up of local Watermead residents and businesses. This will enable Kelvin costs to be kept to an absolute minimum and more funds to be provided to their chosen charity/charities.

Since the initial approval was given Kelvin has held two meetings in which Cllr Severn and the Clerk have attended to ensure that their plans meet with the PC's guidelines and previous events. Both Cllr Severn and the Clerk have become committee members.

The committee will be calling the event "Larks by the Lake"

Resolved The Parish Council considered a detailed proposal to permit the event to take place on the Balloon Field and Fishermens' Meadow on Sunday 27th May, under the auspices of Mr Kelvin Wong and Watermead Inn, run by a group of volunteers, chaired by Mrs Karen Collett, Head Teacher of St Mary's School, Haddenham. Mrs Collett and her committee are very experienced in this type of event management. Committee members include residents from Watermead and neighbouring parishes, together with two parish councillors and the Parish Clerk who will act as Treasurer. All proceeds will be donated to named charities. This was proposed by Cllr Severn, seconded by Cllr Schwab and agreed unanimously.

3 **To update on Routine Land Work**

Land Signs – The land signs have not been cleaned/cleared from debris for two years. A quote has been received from David Lucas, one of our local contractors for £150 to attend all PC owned signs around both lakes and the traffic island furniture on the spine road between the lake paths, the PC approved.

The RoSPA inspection on the outdoor gym would take place in May.

Tree on the small lake and other routine works – Darren had advised that there was no ground damage but he would ask his professional tree surgeon to assess.

Lake Clearance – Contractors D. Lucas & CLC Grounds Maintenance are made aware that these works have been agreed and deferred to Spring 2018.

The Royal British Legion is inviting organisations, community groups and individuals to support the Silent Soldier campaign by donating for and displaying a Silent Soldier to mark the 100th anniversary of the end of the First World War, from now to the end of December 2018. The Silent Soldier could be placed on a roundabout, in gardens, fields, on buildings, in the countryside, towns and cities across the nation. The silhouette is supplied with both wall and ground screw fittings.

Companies, community groups, Parish Councils can donate to receive a silent soldier. Contact has been made to the Community Fundraiser for Buckinghamshire and we are awaiting a call back, to determine donation amount, however, we believe this amount is in the region of £150.00. We are aware that there are many Parish's in the area becoming involved. A Silent Soldier in the Memorial garden would be very fitting and one in the Village Hall garden under the blossom tree. The PC approved up to £500 for purchase and installation.

4 **Small Lake Bench Request**

At the February 2018 Parish Council meeting we discussed a resident's request

(B. Plumbley) to install a bench on the opposite side of the ornamental lake to the Guillemot flats to allow her to sit down half way around the small lake.

As agreed and minuted at the meeting it was approved in principle subject to finding a suitable site to be determined by the Parish Council. The applicant was sent four locations and the below location was agreed.



5 To update on Allotments

Nothing to report.

6 To report on Village View

The editorial meeting for the Summer issue would take place on 22 April. Emails had been sent to regular contributors with a deadline for content of 26 April.

7 To report on Village Hall

The Clerk reported an overflow/pipe problem to the exterior wall of the kitchen, Steve Pitcher is investigating.

8 To update on Transport/Highways Issues

Highways Weed Treatment

Two years ago we were advised by BCC that due to budget cuts the weeds in the highways/prevention measures would no longer be carried out.

To prevent the problems faced two years ago, it was unanimously agreed that the PC's contractors should apply treatment as soon as conditions allow. Price is £600 as per last year and this includes the spraying of all highways roads in Watermead.

Transport – Proposed Toucan Crossing and Cycle Path

**** AWAITING UPDATE **** As reported at the January 2018 Parish Council a meeting was arranged with Paul Ahluwalia, Traffic Signal Engineer of Buckinghamshire County Council, Cllr Severn, Cllr Rose and the Clerk. The meeting was arranged for Buckinghamshire County Council to provide an outline of what the above-mentioned scheme entails.

Paul advised that at present the remit is to provide a costing to install a Toucan crossing at the point where the Pegasus (horse crossing) crossing was initially proposed on the A413. This was part of the original planning agreement for the Buckingham Park development opposite Watermead. To accompany the crossing, a formal cycle-path is proposed to provide an adequate and usable amenity for those wishing to use the crossing. This element will require extensive (7m) cutting back of the verge-line to allow construction of a cycle-path. Only when a costing has been provided and funding addressed (believe the whole project will be over budget), will a final decision be made on whether to proceed with construction.

The Parish Council provided Paul with the necessary maps and advised that they

believe the Parish Council owns the land in question.

The next steps are for Paul to commission a topographical survey and make Land Registry enquiries to determine land ownership. Upon results of this Paul will make contact with us.



Highways Bollards – The bus bollards at Lark Vale are still operational. We are still waiting to hear if the bid for installation of a new system is successful and chasing on a regular basis direct with Transport for Bucks and Cllr Netta Glover.

The MVAS was currently out of action due to a loose wire, which was being looked at.

17.104 Date of meetings

19 April, 17 May, 21 June, 19 July, 16 August, 20 September, 18 October, 15 November, 20 December (budget)

- 17.105** Due to the confidential nature of the business to be discussed, it will be necessary for a Councillor to move a motion to close the meeting to the press and public under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

Planning/Legal Review – Not required.

There being no further business the meeting closed at 8.32 pm.