

Watermead Parish Council Meeting

Thursday 15 October 2020 at 7.30pm
Via Video Conferencing

Attendees: Cllr Severn (Chair), Cllr A Schwab, Cllr Singleton, Cllr I Schwab, Cllr Rose, Cllr Peter Dean
AVDC Cllr Ashley Bond, BC Cllr Netta Glover
Noreen Shardlow (Clerk), Michelle Jackson (Assistant Parish Clerk)
Mick Morgan, Stuart Mackay plus 1 member of the public

20.49 Apologies
None.

20.50 Declarations of Interest
To declare any personal or prejudicial interests regarding the agenda – none

**20.51 To Receive Police Report re Protection of Persons & Property
Report received 14th October 2020 from PCSO Tina Hobson**

“I have just gone through jobs from the 01/09/20 to 14/10/20 which was when Wing Neighbourhood team took over.

1 x Criminal damage
1 x Anti-social behaviour
1 x Sus activity
1 x Assault
2 x Altercations
2 x Fear for welfare

There have been persons in the carpark which I have moved on and spoken to. We have all done patrols in Watermead and have kept an eye on areas of interest.

Megan and I were on a Teams meeting which was very informative and we are keeping an eye on areas and are trying to help where we can.

Please forward any questions or worries within the village that you need us to look into.”

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

Cllr Glover had emailed her report which had been circulated to Cllrs. No issues were raised by parishioners.

The Chairman thanked the visitors for their attendance.

Council Meeting

20.53 To agree the minutes of the Parish Council Meeting held on 17 September 2020

The Minutes were agreed and signed as a true record of the meeting. It was proposed and agreed that the Clerk should sign on behalf of the PC.

20.54 Planning Matters

1. To update on any Planning Applications submitted – Cllr Severn and Cllr Schwab had spoken with Jo Cottle who is leading the Oliffe Close Residents objections to the planning application at the Football Club ground. Cllr Severn had gone through the planning statement and forwarded copies of WPC’s submissions, sequential test and flood risk analysis which had been undertaken in relation to the Crematorium. Cllr Severn had written, as

requested, to Cllr Raj Khan to ask for the application to be called in to committee and it was proposed and agreed that WPC request Ashley Bond do the same once the PC was consulted on the planning application.

2. 20/03166/APP 2 Shelduck Close – Proposed Detached Garage – it was agreed that the PC would remain neutral to the proposed planning application (no objections).
3. Community Infrastructure (CIL)/S106 Neighbourhood Plan – Cllr Severn had emailed an outline of a neighbourhood plan and the process involved. Roger Cooling, Mike Firth, Mick Morgan and Hany Girgis had expressed an interest in being part of a working party. Cllr Severn proposed taking the process to the next stage and it was agreed to proceed with a draft for review by Cllrs. Cllr Glover to look into the possibility of funding.

Cllr Glover

20.55 Finance & Administration

1. To agree the payment schedule for October 2020 - The Clerk had previously circulated the payment schedule which was approved. Two further payments were approved: the first for £150 to Dave Lucas for work on the small lake bandstand bridge, the gatehouse and at the allotments; and the second was for EON for electricity at the gatehouse of £47.31 and the Village Hall £142.80.

Payment Schedule		Oct-20			Payment Method (if Chq provide Number)
Company	Invoice No	Allocation	Net Amount	VAT	Gross Amount
Mobile Mini	7001769128	R&M Land	£51.60	£10.32	£61.92 BACS
Buckinghamshire Council	Village Hall Bin	Village Hall	£25.60	£0.00	£25.60 DD
Ian Whittome	Oct-20	Grass	£45.00	£0.00	£45.00 BACS
Patrick Kernan - Small Lake Trees	270920	R&M Emergency Works	£2,200.00	£440.00	£2,640.00 BACS
CLC Grounds Maintenance	2572-2574	Litter, R&M & Grass	£1,294.00	£0.00	£1,294.00 BACS
Michelle Jackson	Oct-20	Assistant Clerk	£230.52	£0.00	£230.52 BACS
Noreen Shardlow	Oct-20	Clerk & Office/Expenses	£1,613.51	£0.00	£1,613.51 BACS
HMRC	Oct-20	PAYE & NI	£500.35	£0.00	£500.35 BACS
G. M. Hall & Co	Oct-20	PAYE	£20.00	£0.00	£20.00 BACS
Celebration Management	Oct-20	Hall Management	£600.00	£0.00	£600.00 BACS
PKF Littlejohn LLP	SB20201158	External Auditor	£400.00	£80.00	£480.00 BACS
RTM Landscapes	2506	Tree Survey	£750.00	£150.00	£900.00 BACS
D. J .Lucas		Awaiting Invoice	£0.00	£0.00	£0.00 BACS
Community Impact Bucks	5194	Community Buildings Sub. Allotment Lock Repair &	£30.00	£0.00	£30.00 BACS
Lock & Key Centre	INV-15605	Keys Emergency Plumber	£210.00	£42.00	£252.00 BACS
Steve Pitcher	16031	Gatehouse	£75.00	£15.00	£90.00 BACS
Routine Payments Total			£8,045.58	£737.32	£8,782.90
Non Routine Payment			£0.00	£0.00	£0.00
Total			£8,045.58	£737.32	£8,782.90
Approval for Electronic Payments - To be signed by two Cllr. Signatories at meeting of the Parish Council		Cllr Signature: _____	Date Approved: _____		
		Cllr Signature: _____	Date Approved: _____		

2. To agree the accounts to the end of September 2020 - The Clerk had previously circulated the accounts to the end of September 2020, which were approved. It was estimated being over budget for expenditure on litter collection by

The Clerk

approximately £2k. The Clerk to highlight on the accounts where there was an overspend/underspend on budget.

3. External Audit PKF Littlejohn LLP Report Completion Y/E 31st March 2020 - To confirm that our External Audit Review for 2019/2020 is now complete and in our Auditor's opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

There was one matter not affecting their opinion but was highlighted, in Section 2 a typographical was made. This was noticed on submission and an amended copy was sent to PKF and approved.

A Notice of Conclusion has been published.

4. Co-option Vacancy (Mr. Phil Toler) – Cristina Martin-Fernandez, Stuart Mackay and Mick Morgan had previously expressed an interest in being co-opted. Cristina was not in attendance and Stuart withdrew his application but expressed an interest in continuing working alongside the PC on various projects including assisting with the Neighbourhood Plan. It was therefore agreed to co-opt Mick Morgan. The Clerk to submit welcome packs to both and relevant declaration forms to Mick.

20.56 Councillors' Reports and Recommendations

- 1 To update of Land and Routine Land Work inc. Tree Survey
Spratt Endicott Parcels of Land – Ongoing. Awaiting response from Crown Estates. Cllr Schwab/the Clerk to discuss next week.

Small Lake Trees/Vegetation – Land Survey – RTM Landscapes's costings in priority order as below:

- Urgent priority £8190.00
- Intermediate priority £9090.00

It was proposed and agreed to proceed with the emergency works. £8k to be taken from reserves to cover costs. The Clerk to request a plan for replacement of trees where appropriate. Cllr Severn advised that Berryfields PC would be happy to donate some of the trees expected from the Forestry Commission and Natural England.

Field Access Point - A letter had been sent to all three names on the Land Registry title deeds. A phone call response was received TB Brown title holder, advising that he no longer makes any decision on the land. Therefore, we await a response from G Daniels & M Brown the other title holders. Cllr Severn to put information on the website and signage on the fences regarding keeping dogs on leads near livestock.

Cllr Severn

BBQ - Awaiting confirmed collection date from David Ogilvie Engineering. Contact has been made on three occasion, two to collect and one to advise about the flooding.

Bandstand Island – Bridge TBD – Dave Lucas has now attended and closed the bridge to the bandstand island and signage has been displayed.



The Gatehouse – Full Council

Sunday 27 September 2020 the Clerk received a call from both Phil Toler and Cllr Severn to advise the outflow pipe at The Gatehouse was gushing with water. Sue was already on-site and the Clerk joined her to find that the inside of the Gatehouse was also pouring water from the loft (where the tank is situated).

The water into the building was turned off and by the time we left the outflow pipe was clear.

Contact was made with Came & Company our insurer who have asked for photographs of the damage and if possible, the cause (tank or pipe work). Arrangements were made with Steve Pitcher (plumber for the Village Hall) who kindly agreed to take a look and hopefully determine the cause.

Steve Pitcher confirmed the float in the water tank that controls the water flow into the tank was not connected, therefore the water from the mains kept filling in. The cause of the disconnection was caused by two squirrels that were also found in the water tank. It would appear they fell into the tank and whilst scrambling to get out they dismantled the valve. Whilst on site Steve removed and emptied the tank to a level that enabled him to refit the float and reconnected the water.

All is now working as it should, however Steve Pitcher was quite shocked that the mains water is connected to such a huge tank and that the lid is not secured. He confirmed that this should never have been connected in such way and the mains water should not be stored in this way. Steve will at a later date send his recommendation in writing to us (awaiting).

The building is drying out. The ceiling and walls are water damaged and will need attention and once properly dried out the Clerk would pop down to empty and make a list of items damaged.

Earlier in the week the Clerk met at the Gatehouse with Dave Lucas for his opinion. He advised that it really would not cost much to restore the walls/ceiling etc and he advised he could clear the damaged contents (mainly books for the fete) and repaint the walls for £400 (inclusive). The only additional cost would be the hire of a de-humidifier. Split between 2 parishes this would be approximately £200 which was approved.

Dog Bin Request - Awaiting response from Buckinghamshire Council to see if they would install a dog bin on the Public Right of Way land.

Crematorium Screening - July 2020 – The Parish Council reviewed and agreed new locations for potential planting. Copies to be sent to Alan Jose.

Alan Jose has been advised of BBOWT's concerns and advised to cease any further planting until we advise of an alternative location.

Revised plan sent to Cllrs.

12th June 2020 - Whilst on site with Marcus Militello it was noted that some Willow Trees have been planted along the bank of the river. This was not carried out by BBOWT. To be discussed.

Cllr Severn and the Clerk met with Alan Jòse, Westerleigh Ambassador and Marian Webb, recently appointed Regional Manager of Westerleigh on Thursday 23rd January 2020. The agreed proposed planting plans were provided to Westerleigh who have agreed to pass these onto their landscape/grounds team for possible inclusion. We are awaiting a response from Alan Jòse to advise and for a further meeting to take place. Delayed due to COVID-19 restrictions.

At the November 2019 Parish Council meeting a draft proposed planting plan was circulated and agreed. A meeting between the Parish Council and Alan Jose of Westerleigh has been arranged for later in the month.

Walkway Brackets Installation - Delayed due to flooding.

- 2** **Vale Countryside Volunteers (VCV) Update** - Wednesday 9th September 2020 as arranged The Vale Countryside Volunteers (VCV) attended. The agreed work to cut a path through the woodland up to the river on land near the allotments has now been complete. 12 volunteers from VCV attended and three volunteers from Watermead, this included Peter Dean and the Clerk.

As agreed at our August 2020 meeting a follow up visit is planned for Wednesday 21st October 2020. It will be on this visit that a path through the woodland near to the crematorium will be created. The Clerk/Cllr Dean to review the land prior to the date to check it is safe for the volunteers to attend.

- 3** **Large Lake Footways Report & Small Lake Walk/Erosion Update**
Environments For People attended Thursday 20th August 2020. Provisional plans previously sent, awaiting confirmed drawings and costings.

Hugh has confirmed the pricing for the large lake walk project. Please note the price below is for raised paths with edging as opposed to a boardwalk. The path works would have to be done as one job and the bridge over the area (ravine) that Cllr Rose has previously raised, could be done separately.

As soon as the other costings were received from Hugh, the Clerk would advise.

Cllr Severn had investigated taking a loan from the PWLB. If the PC borrowed £30,000 at a cost of £1,137 per half year repayment, to pay back principle and interest over 15 years from PWLB; the PC would be able to meet this cost from Precept and budget for it next year. If the loan were to be approved and drawn down no repayment would be required in this financial year in any case.

A second quote would need to be obtained prior to the next meeting for discussion.

The Clerk

- 4** **Watermead Volunteer Army**
Cllr Severn reported that the Watermead Volunteer Army had been highly commended in the Local Impact Award category for the Wing & Ivinghoe Community Board Area. Many hundreds of nominations for these awards were received and the calibre of entries was very strong. The Army now has 100 children who will receive a special gift at Christmas plus a lovely stocking with PJs and lots of treats as well as a Christmas dinner for every family they support.

Our partnership with HS2 and other commercials will give us opportunity to seek employment and we are now offering cv writing. Mock interviews and other get back to work services including clothes for interviews, a therapist who is going with self confidence and an ex VAB manager who is doing budgeting benefits etc; it's all grown amazingly.

5 To update on Allotments

The Clerk reported that 52 plots had been let, 4 new plots created and now let and there were 12 still currently held on the waiting list.

6 To report on Village View

The deadline for submissions would be 26 October. Cllr I Schwab to take photos of houses decorated for Halloween. Photographic competition results to be included. Winner to be included on the cover of a future issue. Village View editorial meeting to be held on Sunday 25th October by zoom.

7 To update on Village Hall & COVID-19 Measures

Jo Jingles – Request to return. 7 mothers and 7 babies once a week for 3 hours. It was agreed to decline for the moment as Coronavirus cases have doubled in a week in Buckinghamshire.

At the August 2020 meeting of the Parish Council permission for Kumon Maths to return to the hall was approved. However, due to the “Educational Bubbles” Kumon are unable to return as we are not allowed to alternate the pupils, even on a weekly basis. We will continue to monitor and as and when the bubbles for pupils can be alternated Kumon will return.

Below I have provided the latest Government advice on Community Buildings.

The Government Guidance for Community Facilities has been re-issued. It confirms that COVID19 Secure halls can continue to host more than 6 people in total from Monday 14th September within their capacity limits, if people are in household groups of no more than 6, socially distanced from other household groups.

This appears unlikely to prevent most community activities in community halls which had begun or were about to restart, as appropriate social distancing arrangements should be in place already. However, some halls may need to consider adjustments. Events in outdoor spaces organised by businesses, charitable or political organisations or public bodies can continue to have more than 30 attending, providing these social distancing rules are followed.

Pre-Schools and Schools are exempt from the group limit of six. Further exemptions include: Children’s playgroups, indoor and outdoor sports and exercise classes, youth activities and voluntary or charitable services.

8 WLRA & Compton Property Management

Christopher Evans, Property Manager from Compton Property Management has been in contact to advise as follows and to provide the statement of estimates in relation to the proposed works.

Instructions are soon to be placed with a contractor for stage 2 external internal repairs and decorations to be started. A programme is yet to be finalised. If all proceeds to plan, we expect commencement on site October 2020 and completion as soon as possible thereafter, weather permitting.

A pre-start meeting between appointed surveyors, contractor and Compton management will be arranged in the next few weeks.

The schedule of works sets out details of the Labour and materials needed to complete this contract. The contractor will need clarification of details before placing orders for materials.

Residents are requested to review the details of questions set out in the document previously emailed, discuss options, debate requirements and to unanimously agree on answers to those questions.

Concern was expressed about the Project Management Fee and it was agreed for

the Clerk to contact Christopher Evans. Christopher advised that Aston Building Surveyors had project managed Stage 1 of the Piazza and it was agreed for continuity purposes that Aston Building Surveyors would again project manage the whole of Stage 2. For background information Aston Building Surveyors were sought and agreed at the time the estimated costs were much higher.

Cllrs to discuss potential one-off payment request for Stage 2 of the major works.

The Clerk to request a copy of Christopher Evans' fee proposal and details of phase 1 paperwork.

The Clerk

9 Watermead Photographic Competition

Cllr Rose reported that 67 entries had been received - 40 Beautiful Watermead, 20 in the Open category and 7 in Events. All entries were available to see on the website and Ron Adams would do the judging on Saturday.

10 To update on Transport & MVAS

Proposed Toucan Crossing and Cycle Path – Awaiting Update
The MVAS battery had been destroyed in the gatehouse flood.
Hand held speed guns were being offered to communities.

11 To update on Highways

Highways – Spine Road Parking & Safety – Response received from Buckinghamshire Council

Awaiting response to our request and Clerk to contact Katrine Kelly, Community Boards to ask if funding is possible for this project.

Parking on the junction of Stonechat and The Brambling continues to be a problem and residents remain very concerned. Attached below is an image taken to highlight the problem.

The Clerk
Cllr Singleton

Due to the costings received last month, access protection markings maybe the best solution. Therefore, to assist the residents would the Parish Council consider formally asking highways to install on this junction.



Following the reports received by the Parish Council during July 2020 in respect of parking along the spine road, junction at the end of Stonechat & Brambling, Guillemot Way the following response was received from Buckinghamshire Council.

Thank you for your email below regarding issues in Watermead for inconsiderate

parking. Unfortunately because there are no Yellow lines there is no enforcement to prevent parking in these areas, you could go down the route of contacting the Network Improvement Team to carry out a feasibility Study to look at best solutions to try and resolve however this will only move issue somewhere else plus costs for Study are approximately £2,000 - £4,000 which will require a consultation with all involved and would suspect there will be a few which do not agree with any proposals.

You could think about the possibility of installing a white Access Protection Marking with No Parking within the line however this is only advisory and cannot be enforced. The parking on footpaths restricting use for Pedestrians and Disabled use Police PCSO should deal with it however it would most likely be a very low priority for them. You do have devolved services and therefore you can write to the residents who are parking on the footpaths. Below is extracts from Buckinghamshire website and Highway Code for parking on junctions again that is Police issue.

Highway Code

The nearest you can park to a junction is 10 metres (or 32 feet).

This is to allow drivers emerging from, or turning into, the junction a clear view of the road they are joining. It also allows them to see hazards such as pedestrians or cyclists at the junction.

12 Christmas Events

Christmas lights – Cllr Severn had researched lights and suggested some by Blanchere Illuminations. They are fully safe for commercial use and we can string them between the lamp posts and/or put outside shops(with permission from freeholder). Each is 9m long and there are 25 high intensity led bulbs which will give a really good effect. We can have bright white, the gold colour below or a mix of both but if both we would be charged £150 per string to allow for two sets of lights. We would also need connectors and they would fit into our existing fittings.

Cllr Severn

Blanchere also do these lights for the tree. Cllr Severn suggested that we might buy enough to go over the shops as usual and if possible strings between the lights on the shops side would be very effective. Some of the shops may contribute if we ask them.

As the PC would not be holding the carol concert this year, the £500 could be used to go towards it. It was agreed to match fund up to an amount of £500 and purchase gold lights.

The Clerk confirmed that the Christmas tree was on order.

It was agreed to have a virtual Christmas fair on the website with the usual stallholders. Watermead businesses to also be listed on a new tab.

20.57 Date of meetings

19 November, 17 December

There being no further business the Chairman closed the meeting at 21.34pm and thanked people for their attendance.