

## **Watermead Parish Council Meeting**

**Thursday 16 January 2020 at 7.30pm  
The Village Hall, Watermead**

Attendees: Cllr Severn (Chair), Cllr A Schwab, Cllr Singleton, Cllr I Schwab,  
AVDC Cllr Ashley Bond, BCC Cllr Netta Glover  
Noreen Shardlow (Clerk), Michelle Jackson (Assistant Parish Clerk)  
plus 3 members of the public

### **19.67 Apologies**

Cllr Gent, Cllr Rose, Cllr Toler

### **19.68 Declarations of Interest**

To declare any personal or prejudicial interests regarding the agenda – none

### **19.69 To Receive Police Report re Protection of Persons & Property**

No report received. Police were currently on day shifts but hoping to be able to attend a PC meeting soon. An anti-cyber event was being held in the Village Hall on 5 February at 7.30pm. There had been no significant crimes. The Clerk had attended the neighbourhood-policing meeting. Crime figures were down and new PCSOs were being allocated.

### **19.70 Open Forum for Parishioners at 7.40pm – 8.10pm followed by the Council Meeting**

Cllr Glover gave her report. Cllr Bond reported that AVDC were working on the backlog of planning applications before the unitary council was in place. He also reported that Whitchurch, Weedon and Hardwick would be putting in a joint application for a cycle path and asked if Watermead would be interested in joining the application. It was unanimously agreed that Watermead would initially meet with Cllr Bond to discuss and the Chairman advised that Oving may also be interested.

Mr Morgan queried whether there would be any impact with regards to ongoing planning matters when the unitary council was in place. Cllr Bond advised that there would be extra meetings prior to election but there should be no impact on timescales. It was noted that, with regards to the crematorium, the landscape condition has to be discharged by the end of January. The PC would be meeting with representatives from the crematorium on Thursday the following week. Concern was expressed about erosion around the small lake and the current high levels of the lake making this issue worse.

The Chairman thanked the visitors for their attendance.

### **Council Meeting**

### **19.71 To agree the minutes of the Parish Council Meeting held on 21 November 2019**

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

### **19.72 Planning Matters**

(1) Update on any planning applications submitted – no update.

(2) 19/04122/COUJA 35 Lakeside Watermead - Determination under Class C of Part 3 of Schedule 2 to the Town and Country Planning (General Permitted Development) (England) Order 2015 as to whether prior approval is required in respect of noise impacts, odour impacts, impacts of storage and handling of waste, impacts of hours of opening, transport and highways impacts, impact of the change of use, and the siting, design or external appearance of the facilities to be provided, for the change of use of the premises from shops (A1) Professional and Financial Services (A2), Takeaways (A5), Betting Offices, Pay Day Loan Shops or Laundrettes to Offices (B1A). The

premises were currently used as a shop selling mobility scooters. Requires permission to change the use to our office premises.

This application had been withdrawn on Friday evening and a revised application would be submitted shortly.

- (3) 17/00771/APP - Watermead Village Car Park, Lakeside – Erection of 21 Flats. At time of report we are awaiting a committee date. It was noted that many of the car parking spaces in the piazza now had bollards which made less car parking spaces freely available.
- (4) An email from Comptons had been received regarding the possibility of the PC making a contribution to the lighting in the piazza car park. The Clerk to respond accordingly.

The Clerk

### 19.73 Finance & Administration

1. To agree the payment schedule for December 2019 and January 2020 - The Clerk had previously circulated the payment schedules, which were approved. Three further payments were approved:  
 Castle Water - £8.50  
 Eon - £169.26  
 Electricity (Gatehouse) - £45.30

Payment Schedule		Jan-20					Payment Method (if Chq provide Number)	Comments
Company	Invoice No	Allocation	Net Amount	VAT	Gross Amount			
Mobile Mini	7001492831	R&M Land	£51.60	£10.32	£61.92	BACS		
British Gas	600026660	Village Hall Gas Supply	£107.18	£5.35	£112.53	BACS		
Ian Whittome	Jan-20	Grass	£45.00	£0.00	£45.00	BACS		
E.ON	0114 6959 5940	Bandstand Electricity	£9.01	£0.45	£9.46	BACS		
CLC Grounds Maintenance	2406-2408	Litter, R&M & Grass	£1,208.00	£0.00	£1,208.00	BACS		
Michelle Jackson	Jan-20	Assistant Clerk	£230.52	£0.00	£230.52	BACS		
Noreen Shardlow	Jan-20	Clerk & Office/Expenses	£1,674.55	£0.00	£1,674.55	BACS		
HMRC	Jan-20	PAYE & NI	£511.11	£0.00	£511.11	BACS		
G. M. Hall & Co	Jan-20	PAYE	£20.00	£0.00	£20.00	BACS		
Celebration Management Service	Jan-20	Hall Management	£600.00	£0.00	£600.00	BACS		
			£0.00	£0.00	£0.00	BACS		
			£0.00	£0.00	£0.00	BACS		
			£0.00	£0.00	£0.00	BACS	4 year life	
			£0.00	£0.00	£0.00	BACS		
			£0.00	£0.00	£0.00	BACS		
			£0.00	£0.00	£0.00	BACS		
			£0.00	£0.00	£0.00	BACS		
			£0.00	£0.00	£0.00	BACS		
			£0.00	£0.00	£0.00	BACS		
			£0.00	£0.00	£0.00	BACS		
<b>Routine Payments Total</b>			<b>£4,456.97</b>	<b>£16.12</b>	<b>£4,473.09</b>			
<b>Non Routine Payment</b>								
			£0.00	£0.00	£0.00			
<b>Total</b>			<b>£4,456.97</b>	<b>£16.12</b>	<b>£4,473.09</b>			
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 end December 2019 - The Clerk had previously circulated the Accounts to end October 2019, which were approved.
3. To agree the Budget for 2020/2021 – the budget was unanimously approved.

	Code	Note	2017/2018 Actual	2018/2019 Budget	2018/2019 Actual	2019/2020 Budget	2019/2020 Actual	2020/2021 Budget	
	D	E							
<b>4</b>	<b>Income &amp; Expenditure</b>								
5	Precept	prec /G	-73125.00	-75000.00	-75000.00	-76500.00	£76,500.00	-77500.00	
6	Bank Interest	int /G	-36.15	-30.00	-35.29	-30.00	£23.00	-30.00	
7	Village Hall Hire	hire /G	-12006.50	-12360.00	-12177.50	-12669.00	£7,849.62	-15000.00	
8	Grants Received	man/G	-500.00	0.00	-8095.00	0.00	£5,212.03	0.00	
9	Legal Costs	use/G	-34086.12	0.00	0.00	0.00	£0.00	0.00	
10	Summer Event	lark /G	0.00	0.00	0.00	0.00	£0.00	0.00	
11	View	view /G	-4501.00	-8000.00	-5086.00	-8000.00	£3,646.00	-8000.00	
12	Fishing	fish /G	-750.00	-500.00	-500.00	-500.00	£500.00	-500.00	
13	Devolution	ball /G	0.00	-2255.56	-2255.55	-2255.56	£2,255.55	-2255.56	
14	Grants (Precept Government)	grant /G	0.00	0.00	0.00	0.00	£0.00	0.00	
15	Allotments	wren /G	-1755.71	-1250.00	-1622.50	-2000.00	£426.50	-2000.00	
16	Christmas Events inc. Calendars	oth /G	-307.15	200.00	-541.00	-500.00	£101.00	-500.00	
17	LOAN	loan/G	-29575.00	0.00	0.00	0.00	£0.00	0.00	
18	VAT Receipts	vat/G	-11505.60	-6000.00	-8774.32	-6000.00	£0.00	-3500.00	
<b>19</b>	<b>Income</b>		<b>-168148.23</b>	<b>-105595.56</b>	<b>-114087.16</b>	<b>-108454.56</b>	<b>-96513.70</b>	<b>-109285.56</b>	
20									
21	Admin	Post, Phone, Station'y	post /H	1522.16	1500.00	1374.87	1300.00	1204.77	1300.00
22		Office	off /H	520.08	600.00	520.08	660.00	428.34	660.00
23		Petty Cash (Held in Office)	pc /H	0.00	0.00	0.00	0.00	0.00	0.00
24		Clerk's salary	clrk /H	19008.11	16320.00	18412.83	17000.00	12317.08	17510.00
25		Clerk's Expenses	exps /H	7.75	100.00	89.55	100.00	14.90	100.00
26		Ass Clerk	ass /H	2833.42	2601.00	2816.30	2900.00	1844.16	2987.00
27		Legal Fees	law /H	29120.61	10000.00	17798.45	10000.00	39.00	10000.00
28		Nir/Tax	ins /H	6937.32	5610.00	6560.32	6000.00	4086.28	6000.00
29		Web Site	web /H	104.00	100.00	163.86	100.00	0.00	100.00
30		Payroll/Audit	aud /H	860.00	1000.00	910.00	1000.00	820.00	1000.00
31	12/13 Clerk 2	Insurance	bank /H	2015.82	1900.00	1946.63	2150.00	0.00	2150.00
32	Subscriptions	LC Clerks/NBPPC	lc /H	20.00	100.00	45.00	100.00	20.00	100.00
33		Data Protection	data /H	35.00	35.00	40.00	40.00	40.00	40.00
34		SLCC	slcc /H	165.00	175.00	196.00	175.00	0.00	175.00
35		BALC	balc /H	379.70	390.00	399.10	420.00	400.18	420.00
36		Community Action	bca /H	0.00	50.00	0.00	50.00	0.00	50.00
37	Councillor	Allowances	all /H	772.23	1000.00	760.51	1000.00	0.00	1000.00
38		sub total		<b>64301.90</b>	<b>41481.00</b>	<b>52033.50</b>	<b>42995.00</b>	<b>21216.71</b>	<b>43592.00</b>
39	Land	Repairs & Mainten'	r&m /I	14010.29	11000.00	13025.87	11000.00	9220.22	11000.00
40		Allotments	allot/I	1413.04	1500.00	1513.89	1500.00	1606.36	1500.00
41		Signs	sign /I	209.27	250.00	204.99	250.00	460.81	250.00
42		Litter	lit /I	5170.00	6000.00	7977.95	6000.00	4576.00	6000.00
43		Grass	grass /I	5500.00	6500.00	6500.00	6000.00	4000.00	6000.00
44		Energy	ener /I	76.97	100.00	105.34	100.00	90.98	100.00
45		Recreational Facilities	rec /I	500.00	1000.00	0.00	0.00	0.00	0.00
46		Dog Bins	dog /I	1306.25	2000.00	1151.54	1500.00	0.00	1200.00
47		ROSPA	rosp /I	70.00	500.00	70.00	250.00	518.50	250.00
48		sub total		<b>28255.82</b>	<b>28850.00</b>	<b>30549.58</b>	<b>26600.00</b>	<b>20472.87</b>	<b>26300.00</b>
49	Village Hall	Refurbish	ref /J	162.06	1000.00	961.76	500.00	5295.29	500.00
50		Energy & Services	ener /J	2112.56	2000.00	2868.08	2000.00	1673.39	2600.00
51		Cleaning Materials	clean /J	426.26	350.00	407.19	350.00	242.92	350.00
52		Council Tax	tax /J	588.00	0.00	0.00	0.00	0.00	0.00
53		Manager	mngr /J	7200.00	7200.00	7200.00	7200.00	4800.00	7200.00
54		Insurance	ins /J	0.00	0.00	0.00	0.00	0.00	0.00
55		sub total		<b>10488.88</b>	<b>10550.00</b>	<b>11437.03</b>	<b>10050.00</b>	<b>12011.60</b>	<b>10650.00</b>
56	View	Village View	view /K	9556.46	10000.00	3573.77	10000.00	5922.40	10000.00
57	Pension	Pensions	pens /L	2541.90	2500.00	2315.04	2500.00	2127.60	2600.00
58	Other	Gatehouse	conf /P	800.06	800.00	187.12	900.00	778.52	900.00
59		Elections	vote /P	0.00	1600.00	0.00	1600.00	0.00	1750.00
60		Training	trng /P	85.00	600.00	439.30	600.00	60.00	400.00
61		Health & Safety	h&s /P	65.25	300.00	207.00	300.00	161.25	200.00
62		GPC Expenditure	oth /P	0.00	0.00	0.00	0.00	0.00	0.00
63		sub total		<b>950.31</b>	<b>3300.00</b>	<b>833.42</b>	<b>3400.00</b>	<b>999.77</b>	<b>3250.00</b>
<b>64</b>	<b>Routine Expenditure</b>		<b>116095.27</b>	<b>96681.00</b>	<b>106742.34</b>	<b>95454.00</b>	<b>62750.95</b>	<b>96392.00</b>	

  

	Code	Note	2017/2018 Actual	2018/2019 Budget	2018/2019 Actual	2019/2020 Budget	2019/2020 Actual	2020/2021 Budget
	D	E						
66	Localism/Events inc Christmas Fair/Calendar	lark /M	50.79	250.00	616.85	650.00	689.40	1000.00
67	Carol Concert	carol /N	593.00	750.00	835.85	750.00	0.00	650.00
68	Community Gard. Gardening Project	garden/P	50.00	200.00	430.00	100.00	0.00	0.00
69			<b>693.79</b>	<b>1200.00</b>	<b>1882.70</b>	<b>1500.00</b>	<b>689.40</b>	<b>1650.00</b>
70	Project Plan	Defibrillator/MVAS/CCTV	242.29	500.00	568.87	300.00	179.14	300.00
71	Project Plan	Erosion Contractor	25000.00	0.00	0.00	0.00	0.00	0.00
72	Project Plan Grant	Events Trim Trail Park	0.00	0.00	8095.00	0.00	0.00	0.00
73	Temporary Hall	Manager	0.00	0.00	0.00	0.00	0.00	0.00
74	Temporary Hall	Insurance	0.00	0.00	0.00	0.00	0.00	0.00
75		sub total	<b>25242.29</b>	<b>500.00</b>	<b>8663.87</b>	<b>300.00</b>	<b>179.14</b>	<b>300.00</b>
76		land/O	1592.81	0.00	0.00	0.00	0.00	0.00
77	Walkway & Erosion	Loan repay't	4223.18	7424.00	7408.80	7424.00	5815.99	7424.00
78	Contribution/Donation Fee	fees /O	253.15	0.00	0.00	0.00	0.00	0.00
79			<b>6069.14</b>	<b>7424.00</b>	<b>7408.80</b>	<b>7424.00</b>	<b>5815.99</b>	<b>7424.00</b>
<b>80</b>	<b>Project Expenditure</b>		<b>32005.22</b>	<b>9124.00</b>	<b>17955.37</b>	<b>9224.00</b>	<b>6694.53</b>	<b>9374.00</b>
81	VAT EXPENSE		8536.06	5000.00	5696.43	5000.00	2463.92	3500.00
<b>82</b>	<b>Income less Expenditure</b>		<b>-11509.68</b>	<b>5209.44</b>	<b>16306.96</b>	<b>1314.44</b>	<b>-24614.30</b>	<b>-19.56</b>

4. To agree the Precept for 2020/2021 – it was proposed and unanimously agreed to set the precept at £77,500, which was a 1.8% increase for a Band D house equating to an increase of £1.43 per year.

## 19.74 Councillors' Reports and Recommendations

### 1 19.74 (1) Update on Land & Routine works

#### Small Lake Footpath Closure – Saturday 4<sup>th</sup> January 2020

Cllr Rose reported that a resident mentioned a leaning tree on the small lake on the "All About Watermead" Facebook page. Cllr Rose went to look during his morning walk and provided two photographs. The tree is at the far end of the walkway furthest from Guillemot Flats and opposite the lawn leading down from the Care home.

The tree is leaning outwards over the water so in itself wouldn't cause a problem if it falls. However the roots have levered up a section of the footpath, which now has a large hump in it. Concern was expressed that this may be a hazard to anyone walking who is unsteady on their feet and therefore that warranted an urgent safety inspection.

Monday 6<sup>th</sup> January email reported circulated and agreed:

Dear Cllrs,

re: **Response Required - Falling Tree and Damaged Footpath**

I can now confirm that I have met with our contractor Darren Adamson and also Lakeside Care Home Tree Surgeon, Patrick Kernan.

Both contractors advised that two trees on our lake edge need removing and both have quoted as per below.

Darren Adamson (outside R&M works) tree surgeon quoted £700 per tree  
P. Kernan Tree Surgery Ltd £1000 & VAT to remove both the trees.

Unfortunately, both recommended/advised that these trees cannot be removed until the ground conditions improve (estimated mid February). The ground conditions are too dangerous for any tree climber and vehicular access will be required to John Denis's land and current weather/ground conditions are preventing this.

Patrick Kernan Ltd is a current approved contractor of the Lakeside Care Home and advised he would be able to obtain required permission to use their land for access etc. Both contractors advised that there was no telling of when the trees could fall. As the safety of the public is paramount to the PC Patrick who is currently working at the Care Home will be taping off the area for us, I will collect some bollards/cones from the container and prepare some signs. This will make this area inaccessible (prevent the circular lake walk).

The only way to prevent the lake path partial closure would be to chainsaw through both trees and let them fall into the lake.

Following this visit Darren called me to confirm that he is more than happy for Patrick Kernan to carry out these works as he is currently working at the Care Home and has the relevant permission/ access to their land.

The PC to wait until the water levels had dropped before the damage to the path could be assessed. The Clerk to investigate whether it would be possible to make an insurance claim under storm damage and also request Environments For People to carry out a site visit for their advise on the conditions of the banks around the small lake.

The Clerk

**Request received from Mr. D. Forder – Conduct Wildlife Surveys** – The Clerk reported waiting a date to meet with Mr Forder.

**Crematorium Screening**

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**

Waiting confirmed installation date.

**River Thame Trust Update**

**Update report received February 2019:** Before moving forward with suggestions for improvement works on the river at Watermead I think it is key that we first establish the water depth at low flows. If the water is shallow we could think about

running a work party to add in some woody material to the channel to increase the habitat and flow diversity. However if water is going to be above thigh high we wouldn't be able to do this safely with volunteers. I'll plan to visit later in the year to establish the depth and then we can move forward from there.

**2 Aerial Drone Photography Request**

A request has been received from a Richard Crouch who is also a member of the Watermead Allotments & Watermead Fishing Club (small lake) fishing club from the small lake. Richard Crouch is now an approved Drone operator and is seeking permission from the Parish Council to take aerial photographs around the parish. He also advised that the actual ruling is that only the CAA own the air space but out of courtesy requesting Parish Council permission. Richard has offered for all pictures he takes can be given to the parish council for review if needed, and used for any publications we produce. We have received the following documentations and can provide copies on request:

Permission for Commercial Operation (PFCO)  
Liability Insurance  
Drone CAA Registration

It was unanimously agreed to approve the request subject to The Clerk first discussing with Phil Toler.

**3 VE Day**

An event would be held in Watermead in honour of a local resident. There would be a band on the bandstand playing traditional music; an ice cream van and parishioners would be invited to a village picnic.

**4 Events Committee**

Dave Lucas hosted the Annual Christmas Quiz at The Watermead Inn raising £550 plus for Alzheimer's.

Cllrs approved the following events:

Larks by the Lake 2020 – Sunday 24<sup>th</sup> May 2020  
Watermead Film Night – Saturday 12<sup>th</sup> September 2020

**5 To update on Allotments**

Nothing to report.

**6 To report on Village View**

The editorial meeting of the Village View would be held on Sunday 26 January. This was also the deadline for articles. The Spring issue would include the winners of the Christmas Lights competition.

**7 To update on Village Hall**

The photographic competition would be held on Saturday 17 October 2020. Categories would include "Beautiful Watermead", "People & Events" and an "Open" category. Ron Adams to be asked to judge. It was agreed to spend up to £150 on prizes.

The Clerk

**8 Provision of new Pre-School**

Footsteps Day Nursery & Pre-School – Awaiting a reference. Information on the Nursery to be included in the Spring edition of the Village View.

**9 To update on Transport & MVAS**

**Proposed Toucan Crossing and Cycle Path** - Awaiting update.

**10 To update on Highways  
Devolved Services Agreement**

The current devolution agreement period comes to an end on 31 March 2020 (as per the one year extension agreed last year). The Shadow Executive for

Buckinghamshire Council recently agreed to an extension of funding for all existing highways devolution agreements for up to a maximum of two years to 31 March 2022. At the September 2019 the PC resolved to enter into this agreement. Agreement now received and ready to be signed. The Chairman and the Clerk signed the Agreement.

**11 Christmas Events Update**

Figures for the 2019 Christmas Events

Mary Name The Dog (for Charity)	£63.00
GS Table Sales (for Charity)	£100.00
Dot Kitchen Profit (for Charity)	£46.00
Carol Concert wine & pies (for Charity)	£160.00
<b>TOTAL being donated to Tiggywinkles Charity</b>	<b>£369.00</b>

**19.75 Date of meetings**

20 February, 19 March, 16 April, 21 May, 18 June, 16 July, 20 August, 17 September, 15 October, 19 November, 17 December

There being no further business the Chairman closed the meeting at 20.54pm and thanked people for their attendance.