

## **Watermead Annual Parish Council Meeting**

**Thursday 18 May 2017 at 8.04pm  
The Village Hall, Watermead**

Attendees: Cllr Severn (Chair), Cllr A Schwab, Cllr I Schwab, Cllr Singleton, Cllr Toler, Cllr Rose  
Noreen Shardlow (Clerk), Michelle Jackson (Assistant Parish Clerk),  
AVDC & BCC Cllr Netta Glover, AVDC Cllr Ashley Bond  
plus 4 members of the public

Cllr Schwab took the Chair.

### **17.11 Election of Chairman & Acceptance of Office**

Cllr Severn was nominated Chairman. The nomination was seconded, all in favour. There were no further nominations. Cllr Severn was duly elected Chairman. The relevant Acceptance of Office documents to be signed.

Cllr Severn took the Chair.

### **17.12 Election of Vice-Chairman & Acceptance of Office**

Cllr A Schwab was nominated Vice-Chairman. The nomination was seconded, 4 in favour, 1 abstention. There were no further nominations. Cllr A Schwab was duly elected Vice Chairman. The relevant Acceptance of Office documents to be signed.

### **17.13 Apologies**

Cllr Gent.

### **17.14 Declarations of Interest**

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

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

To discuss any Neighbourhood Watch matters – TVP - No police report received.

Cllr Rose commented that there had been reports of incidents of crime on social media and that a neighbour's car had been broken into. He questioned why a police report had not been received when criminal activity had taken place and was being reported. It was agreed to write a formal letter to the Neighbourhood Policing Team requesting a report be provided.

The Clerk

### **17.16 Open Forum for Parishioners at 8.14 pm – 8.44 pm followed by the Council Meeting**

Discussed during the Annual Parish Meeting.

The Chairman thanked the visitor for his attendance.

## **Council Meeting**

### **17.17 To agree the minutes of the Parish Council Meeting held on 20 April 2017**

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

### **17.18 Planning Matters**

**17.18 (1) 17/00859/APP 12 Lark Vale, Watermead Two storey side extension**

AVDC approved application 9<sup>th</sup> May 2017. Condition US04 matching materials has been applied to ensure RE11 satisfactory appearance.

**17/00071/APP – Watermead Village Car Park Erection of 21 flats with associated parking** – the PC were awaiting a report/committee meeting date from AVDC.

**(2) 17/01398/APP – 8 The Chaffinch, Two-storey side extension** plans circulated via email 10<sup>th</sup> May 2017 – the PC had no objections to the application.

**(3) 14/01575/APP – Proposed Crematorium, The Riviera –Awaiting consultation documents to be sent.**

## 17.19 Finance

1. To agree the cheque run for May 2017 - The Clerk had previously circulated the cheque run for May 2017 which was approved.

Payment Schedule		May-17	Payment Method (if Chq provide)				
Company	Invoice No	Allocation	Net Amount	VAT	Gross Amount	Number	Comments
Sign Wizzard	30046	Signage	£56.52	£11.30	£67.82	BACS	Bandstand "No Dogs" signage
E.ON	10750983470	Village Hall Electricity	£126.55	£6.33	£132.88	BACS	
E.ON	13519464970	Gatehouse Electricity	£51.68	£2.58	£54.26	BACS	
British Telecom	SM51876007	Village Hall Phone Line	£85.30	£17.06	£102.36	Direct Debit	
British Telecom	SM5026908	Office Phone	£166.44	£33.29	£199.73	Direct Debit	
Herts Supplies	H041702941	Village Hall Cleaning Sup.	£112.49	£22.50	£134.99	BACS	
Aylesbury Lock & Key	60333	MVAS - Combi Padlock	£40.27	£8.05	£48.32	BACS	
	1757, 1758 &						
CLC Grounds Maintenance	1772	Grass, R&M & Litter	£1,582.00	£0.00	£1,582.00	BACS	
British Gas	600026660	Village Hall Gas Supply	£64.82	£3.24	£68.06	BACS	
Ian Whittoome	667	Grass Cutting GPC	£45.00	£0.00	£45.00	BACS	
Celebration Management Ser.	284	Village Hall Management	£600.00	£0.00	£600.00	BACS	
Michelle Jackson	N/A	Assitant Clerk	£212.00	£0.00	£212.00	BACS	
Noreen Shardlow	N/A	The Clerk	£1,446.08	£0.00	£1,446.08	BACS	
HMRC	N/A	HMRC PAYE & NI	£453.87	£0.00	£453.87	BACS	
G. M. Hall & Co.	742	PAYE Services	£20.00	£0.00	£20.00	BACS	
David Lucas	1705	Repairs & Maintenance	£60.00	£0.00	£60.00	BACS	Repairs to walkway, bridge & sign installation
Aviva	2016/2017	Pensions	£267.84	£0.00	£267.84	BACS	M. Jackson Annual Pension Contribution
Orchard Consulting	May-17	Annual Internal Audit	£240.00	£0.00	£240.00	BACS	
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2. To agree the accounts to end April 2017 - The Clerk had previously circulated the Accounts to end April 2017 which were approved.

**3. To confirm the Council have agreed the Annual Governance Statement** – It was confirmed that the Council have agreed the Annual Governance Statement.

**4. To confirm the Council have agreed the Accounting Statements -** It was confirmed that the Council have agreed the Accounting Statements.

**5. To report Annual Internal Auditor Report -** The council's internal auditor report had been received and confirmed accounts have been carried out in accordance with compliance and relevant procedures expected.

6. **12<sup>th</sup> Aylesbury 1<sup>st</sup> Buckingham Park Scouts AGM** – Cllr Severn reported that she, Cllr A Schwab and the Clerk had attended the AGM. Cllr Severn had been asked whether the Beavers, Cubs and Scouts would be permitted

to use the balloon meadow for their outdoor activities (no bonfires). Cllrs agreed this on a trial basis, subject to revision after 6 months.

## **17.20 Councillors' Reports and Recommendations**

### **1 To Update on Routine Land Work**

- **Outdoor Gym** – RoSPA inspection will be carried out in May.
- **Bandstand** – Refurbishment of the small lake bandstand will commence in May by appointed contractor, K & L Property Services.
- **Wildlife Signage** – The “No dogs allowed” signs for the Bandstand Island are now in place.

- **Vegetation around Lakes – UPDATE Awaiting date from Paul Holton**

At the March 2016 Parish Council meeting Cllr E. Rose had circulated a report following a site visit with Paul Holton (AVDC Biodiversity) and the Clerk. He proposed and it was unanimously agreed that the Parish Council adopt a 3-year cyclical programme of maintenance along the guidelines suggested by Paul Holton. It was also further proposed and agreed that the Parish Council should approach Vale Countryside Volunteers and also ask for local volunteers to assist with the works. Contact had been made with Paul Holton to arrange the meeting between the Parish Council and Vale Countryside Volunteers sometime in July.

- Quotation from Dave Lucas in respect of the Copse and top wire tension eyelets due imminently. Will circulate upon receipt.

### **2 Bank Erosion Project**

Environments for People have now been instructed and materials required are now on order. Initial talks estimated that the works would commence late May-June.

### **3 Stroke Association Resolution Fun Run**

There were 149 runners overall which raised a staggering total of £13,337.09. For a first time event the Stroke Association were really pleased with the numbers. Money raised goes towards helping stroke survivors and their families through our Life After Stroke Services, providing Information, Advice and Support, Communication Support and Life After Stroke grants fund research into prevention, treatment and better methods of rehabilitation.

The Stroke Association were very grateful for the local support given by:

- The Watermead Inn-opening 2 hours early and providing supporters with warm beverages and cakes/biscuits.
- Reflexions gym-warming us all up with an interactive routine to get the blood bumping.
- Phil Gomm - Provided sound and entertainment and commentating the run.
- Watermead Parish Council and the residents for allowing us to use the grounds of Watermead. It rained throughout but there were plenty of smiles.

## 4

It was proposed and agreed to defer the proposal to allow for proper consideration. In the meantime Cllrs agreed to obtain parishioner's views and report back. It was further agreed to obtain demographic information and Cllr Severn to put together a survey/questionnaire. Circulated to Cllrs via email and amendments discussed.

**5**

**Watermead Allotment Society AGM** - The AGM of the Watermead Allotment Society was held on Wednesday 3<sup>rd</sup> May 2017 in Watermead Village Hall and included the prize giving for the Best Allotment Competition. As the competition was such a positive success, the Allotment Society is making arrangements to repeat the competition this year.

**Plant Sale** - Despite the not so good turnout for the previous plant sale, it was unanimously agreed to hold a sale at the forthcoming traditional May Fair on the Balloon Meadow on Sunday 28<sup>th</sup> May 2017. Many of the plotholders were growing extra plants, making jams and chutneys, and baking cakes to donate to the sale.

**Update Works have been scheduled for Sunday 4<sup>th</sup> June 2017** - White goods and a canoe have been fly-tipped onto the allotments. As this is private land we need to dispose of. David Lucas (contractor) has confirmed he is able to dispose of such equipment.

**ONGOING** Ditches site inspection is still to be carried out by Buckinghamshire County Council who will come back to us in due course with their findings and suggestion of works. TFB have just rearranged Local Area Technician areas. Matthew Whincup will continue with Watermead.

**6**

The Summer issue would be distributed over the weekend in time to advertise the May Fair.

**7**

Cllr Severn had identified a solicitor who is a planning expert.

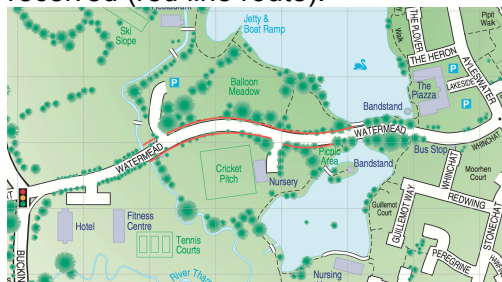
## 8

Awaiting delivery of Sentinel speeding equipment funded by the Greater Local Area Forum (LAF)

## 9

It was agreed at the April 2017 meeting for a plan to be circulated which highlights where the wooden bollards were to be situated as per quotations received (red line route).

## The Clerk



Left hand side (Balloon Meadow side) 210m distance

Right hand side (Cricket Pitch side) 183m distance

Forde & Mc Hugh price per post including installation £107.03 plus VAT  
Aylesbury Mains price per post including installation £45.62  
Advised to place post at 2.1m distance apart.

Cllr Severn and the Clerk had also attended a meeting with Mark Averill of BCC. The Clerk was awaiting quotes for a knee rail. Parking toolkit information received from Transport for Buckinghamshire, BCC circulated to Cllrs.

**Highways/Weeds** – Last year we were advised by BCC that due to budget cuts the weeds in the highways/prevention measures would no longer be carried out.

Last year, late in the season we engaged our contractors (CLC Grounds Maintenance) to apply treatment. To prevent the same problems we faced last year, our contractors can apply treatment now. Price is £600 as per last year and this includes the spraying of all highways roads in Watermead. The PC unanimously agreed this.

**10 To update on Recreational Facilities**

Quotations had been received in respect of the recreational land. It was agreed to proceed with CLC Grounds Maintenance at a cost of £1,000 no VAT (chain harrowing first then mowing).

**17.21 Date of meetings**

15 June 2016, 20 July 2017, 17 August 2017, 21 September 2017, 19 October 2017, 16 November 2017, 21 December 2017

**17.22** 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.

**Staff Review**

There being no further business the Chairman closed the meeting at 10:10pm and thanked people for their attendance.