

Watermead Parish Council Meeting

**Thursday 21 January 2021 at 7.30pm
Via Video Conferencing**

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

20.68 Apologies

BC Cllr Ashley Bond

20.69 Declarations of Interest

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

20.70 To Receive Police Report re Protection of Persons & Property

No report received.

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

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

Cllr Peter Cooper NHS frontline worker, urged people to follow the lockdown rules.

The Chairman thanked the visitors for their attendance.

Council Meeting

20.72 To agree the minutes of the Parish Council Meeting held on 19 November 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.

The Clerk

20.73 Planning Matters

- 1. To update on any Planning Applications** submitted – Football Club Ground – a flood risk assessment was still required.
- 2. 21/00008/APP 1 Partridge Way Single storey rear extension** – It was agreed that the PC should remain neutral to the planning application.
- 3. 20/04408/APP 7 Kingfisher – Erection of rear extension** - It was agreed that the PC would remain neutral to the planning application.

4. Neighbourhood Plan Update

Copy of update provided to Cllrs at the December 2020 Budget/Precept setting meeting.

As reported at the October/November 2020 Parish Council the Neighbourhood Planning Team met to discuss moving forward. At this meeting it was agreed to engage with local Parish Councils who have implemented a Neighbourhood Plan and to seek advice on funding.

Below is the advice received from three local Parish Councils:

Bierton Parish Council advice received

- Berton started the process in 2016 and the initial residents survey was not distributed until 2018.
- The group consisted of twelve members and numbers included a majority of non-Cllr members.
- Shelia advised a very useful point of contact would be David Waker of Buckinghamshire Council. David used to work for High Wycombe Council.
- Berton used the following consultants: Jennifer Lampert Associates Limited (Berwick Upon Tweed), People & Place Insight Limited <https://people-places.co.uk> Steve Jowers Associates Ltd (Northampton) and Intelligent Plans & Examinations (IPE) Ltd <http://www.intelligentplans.co.uk>
- At the time of our conversation costs were not confirmed. Shelia would make further contact to advise.

Wing Parish Council advice received

- The former Chairman of Wing Parish Council who led the plan was Lynn Stewart. This plan is adopted.
- All members of the team were very proactive putting the plan together, each with their own area of expertise.
- Lynn had a personal contact called Sally Chapman who worked in planning and guided them through the process.
- Since the adoption of their plan, Sally Chapman has now set up a business specialising in Local Neighbourhood plans.
- Lyn Stewart asked Sally Chapman to contact. Sally agreed to send examples of her work as well as her fee proposal. Sally indicated over the phone that for her to guide us over a period of two years would cost in the region of £6,000-£7,000.
- Sally would be more than happy to attend a Zoom meeting or face-to-face.
- For background information, Sally worked at AVDC planning when plans for the development of Watermead were submitted
- Sally lives in Wing.

Waddesdon advice received

- Consultant used O'Neil Homer.
- Professional Fees £15,000.

Funding advice received

The Clerk advised that funding is available from Neighbourhood Planning delivered by Locality. We can apply for £10,000 to cover professional fees. When the link was received for our application, we only had fifteen days to submit our projected grant requirement to the end of this financial year. Applications for the grant have to be made on an annual basis; we cannot apply for the whole amount in one application. To obtain three quotes and record at our January Parish Council 2021 meeting we would miss this deadline. Standing order requirement confirms that certain specialist services are exempt from the three-quote rule and Planning Consultants are exempt.

The Parish Council agreed to proceed with the funding application and to engage with Sally Chapman. This decision was ratified.

The Clerk advised that on 15th January 2021 confirmation was received that the PC's initial grant of £1811.00 (up to 31st March 2021) was successful. The Clerk returned the necessary declaration and due diligence forms to enable the funding to be transferred to the Parish Council.

Stuart Mackay had been tasked with finding out the number of businesses registered in Watermead. The Working Group would be meeting again before the February PC meeting. Stuart to also undertake a similar exercise for Buckingham Park and Berryfields.

Stuart Mackay

20.74 Finance & Administration

1. The payment schedule for December 2020 and January 2021 were agreed.

Payment Schedule		Jan-21				Payment Method (if Chq provide Number)
Company	Invoice No	Allocation	Net Amount VAT		Gross Amount	
Mobile Mini	7001864351	R&M Land	£53.00	£10.60	£63.60	BACS
Buckinghamshire Council	Village Hall Bin	Village Hall	£48.10	£0.00	£48.10	DD
Ian Whittome	Jan-21	Grass	£45.00	£0.00	£45.00	BACS
British Gas	600026660	Village Hall Supply	£119.59	£5.97	£125.56	BACS
CLC Grounds Maintenance	2620-2622	Litter, R&M & Grass	£1,380.00	£0.00	£1,380.00	BACS
Michelle Jackson	Jan-21	Assistant Clerk	£230.52	£0.00	£230.52	BACS
Noreen Shardlow	Jan-21	Clerk & Office/Expenses	£1,613.31	£0.00	£1,613.31	BACS
HMRC	Jan-21	PAYE & NI	£500.55	£0.00	£500.55	BACS
G. M. Hall & Co	Jan-21	PAYE	£20.00	£0.00	£20.00	BACS
Village Hall Management	Jan-21	Hall Management	£600.00	£0.00	£600.00	BACS
E.ON Energy	0114 6959 5940	Electricity Land	£8.74	£0.44	£9.18	BACS
RTM Landscapes	2610	Tree's R&M	£2,880.00	£576.00	£3,456.00	BACS
Bridge Electrical Testing	1	Village Hall PAT Test	£50.00	£0.00	£50.00	BACS
SLCC Subscription	12954	SLCC Subscription	£208.00	£0.00	£208.00	BACS
HCI Data Limited	WEB13248	Renewal PC website domain	£85.00	£17.00	£102.00	BACS
Routine Payments Total			£7,841.81	£610.01	£8,451.82	
Non Routine Payment						
			£0.00	£0.00	£0.00	
Total			£7,841.81	£610.01	£8,451.82	
Approval for Electronic Payments - To be signed						
		Cllr Signature:		Date Approved:		

2. To agree the accounts to the end of December 2020 - The Clerk had previously circulated the accounts to the end of December 2020, which were approved.

3. Precept & Budget setting preparation for 2021/2022

To agree the Precept for 2021/2022 – It was proposed and agreed to set the precept at £80,000, which is a 4.66% increase for a Band D house equating to an increase of £3.77 per year.

Precept	£80,000.00
Or	
Band D Tax (Estimated)	£0.00

Table - Summary of Results		Do not enter data below		
Year	2020-21	2021-22	Difference	
Precept	£77,500.00	£ 80,000.00	£2,500.00	
CTSS Grant	£0.00	£ -	£0.00	
Income	£77,500.00	£ 80,000.00	£2,500.00	
Tax Base	958.97	945.71	13.26	
Band D Tax (Estimated)	£80.82	£ 84.59	£3.77	

To agree the Budget for 2021/2022 – the budget was unanimously approved.

		Code	Note	2021/2022 Budget
		D	E	
Income & Expenditure				
Precept		prec /G		-80000.00
Bank Interest		int /G		-30.00
Village Hall Hire & V. Hall Grant		hire /G		-15000.00
Grants Received COVID-19 Grant		man/G		0.00
Legal Costs		use/G		0.00
Summer Event		lark /G		0.00
View		view /G		-8000.00
Fishing		fish /G		-500.00
Devolution		ball /G		-2255.56
Grants (Precept Government)		grant /G		0.00
Allotments		wren /G		-2000.00
Christmas Events inc. Calendars		oth /G		-500.00
LOAN		loan/G		0.00
VAT Receipts		vat/G		-3500.00
Income				-111785.56

Admin	Post, Phone, Station'y	post /H	1500.00
	Office	off /H	660.00
	Petty Cash (Held in Office)	pc /H	0.00
	Clerk's salary	clrk /H	17912.00
	Clerk's Expenses	exps /H	100.00
	Ass Clerk	ass /H	3055.00
	Legal Fees	law /H	5000.00
	Nl/Tax	ins /H	6500.00
	Web Site & Software	web /H	100.00
	Payroll/Audit	aud /H	1000.00
12/13 Clerk 2	Insurance	bank /H	2500.00
Subscriptions	LC Clerks/NBPPC	lc /H	100.00
	Data Protection	data /H	40.00
	SLCC	slcc /H	205.00
	BALC	balc /H	440.00
	Community Action	bca /H	50.00
Councillor	Allowances	all /H	1000.00
	sub total		40162.00
Land	Repairs & Mainten'	r&m /I	15000.00
	Allotments	allot/I	1600.00
	Signs	sign /I	250.00
	Litter	lit /I	7500.00
	Grass	grass /I	6000.00
	Energy	ener /I	100.00
	Recreational Facilities	rec /I	0.00
	Dog Bins	dog /I	1200.00
	ROSPA	rosp /I	250.00
	sub total		31900.00
Village Hall	Refurbish	ref /J	500.00
	Energy & Services	ener /J	2600.00
	Cleaning Materials	clean /J	450.00
	Council Tax	tax /J	0.00
	Manager	mngn /J	7200.00
	Insurance	ins /J	0.00
	sub total		10750.00
View	Village View	view /K	7000.00
Pension	Pensions	pens /L	2600.00
Other	Gatehouse	conf/P	900.00
	Elections	vote /P	1750.00
	Training	trng /P	400.00
	Health & Safety	h&s /P	200.00
	GPC Expenditure	oth /P	0.00
	sub total		3250.00

Code	Note	2021/2022 Budget
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D E

Routine Expenditure		95662.00
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Localism/Events inc Christmas Fair/Calendar	lark /M	1000.00
Carol Concert	carol /N	650.00
Wildflower Meado Gardening Project	garden/P	0.00
		1650.00
Project Plan Defibrillator/MVAS/CCTV	powr/O	300.00
Project Plan Bridge Contractor	mater/O	9000.00
Project Plan Grant Events Trim Trail Park	plans/O	0.00
Lakeside Dev. Contribution Piazza	renm/O	2667.00
Temporary Hall Insurance	conte/O	0.00
		11967.00
	land/O	0.00
Walkway & Erosion Loan repay't	loan/O	7424.00
Contribution/Donation Fee	fees /O	0.00
		7424.00
Project Expenditure		21041.00

20.75 Councillors' Reports and Recommendations

1

To update of Land and Routine Land Work

Spratt Endicott Parcels of Land - Ongoing Awaiting response from Crown Estates.

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

Bandstand Island Bridge/Footpath – The Clerk advised that she had contacted the insurance company but unfortunately footpaths are exempt from cover. It was agreed to obtain specialist quotes for the works once the water levels drop, include costs to repair parts of the path. The Clerk to make contact with the insurance company to arrange cover once works had been undertaken.

The Clerk



The Gatehouse – Flood Damage Update

At the October 2020 Parish Council, it was proposed and agreed to accept D. Lucas quotation as per below. Works have now commenced and the building has been cleared of all the damaged items and treatment has started.

Crematorium Screening

The Clerk advised that the meeting which had been scheduled for 27th January 2021 with Alan Jòse of Westerleigh Crematoria had since been cancelled by Alan.

Walkway Brackets Installation - Delayed due to flooding.

Balloon Meadow Benches – reports had been received regarding the muddy dips in front of the benches. The areas were currently under water but it was suggested concreting and installing paving slabs once the water levels drop.



Cllr Morgan advised of issues with the footpath along the spine road. The Clerk

advised that the LAT would be undertaking an inspection of footpaths this week.

2 Large Lake Footways including potential funding update -

The Clerk advised that she had currently engaged with three potential funding sources although she has only so far engaged in talks and no formal applications have been made at this stage. The three organisations are the Environment Agency, Aylesbury Gardenway & Aylesbury Garden Town.

The next stage with all of the above will be to put together an expression of interest if our project is deemed suitable/meets the criteria.

It was agreed that the Clerk should continue to make grant applications but wait until the April meeting when the amount of reserves available are known and full costings, estimates and the various solutions suggested to cover all sections of the pathway have been received. A working group (full council) could meet at any point prior to discuss progress before the April PC meeting.

The Clerk

Peter Cooper suggested taking the project to the Community Board who may be able to assist with making contact with various funding sources. The Clerk advised she had arranged to discuss funding with Ceri Perkins from Aylesbury Garden Town. Following this meeting Peter Cooper requested a follow up meeting which was agreed.

3 Watermead Piscatorials Request

A request has been received from Don Smith of the Watermead Piscatorials as per below:

"Steve our bailiff said the Environment Agency have been looking around and are going to do some work. We have members that could come along and help.

We would also like to remove the wire fence between the lakes, the fishing has been terrible for the last few years and joining the lakes back together may encourage some fish to come through, I have a mate who fishes the big lake from his daughter's land and he has had some good days. All the members are struggling to catch fish.

I would love to see the lake back to the standard of 5 years ago; we used to have a waiting list for members."

The Clerk had suggested the Piscatorials make contact with Andy Killingbeck at the EA who had installed the wire fence. A response from Don Smith was awaited.

Copy of email received by Don Smith for information:

Hello- I'm a resident over in Berton, and this afternoon at 3.45pm my kids found a couple of carp in perfect condition on a muddy country lane behind our house. I'll send over a photo and a location map. The red icon marks the spot where they found the fish.

As there was no obvious injury to the fish - and as they'd be dumped by an old Beech tree at the top of Great Lane, we were wondering if they had been poached? I suspect you may want to know, as it's not a long walk from the lake across the fields to this lane. I know there's an unofficial route across the fields from this land into Watermead - so perhaps that's what's happened?

There was a thought they may have come from the fishing lakes in Berton but a local tells me they're not stocked.

4 Report received from Roman Park Community Trust

Cllr Severn reported that the Trust continues to receive funds and has provided 7,500 meals to date. 132 Christmas sacks were given to children and 37 families received Christmas dinners. 26 families are being supplied with food parcels each week.

5 To update on Allotments

All going well. Currently 16 people on the waiting list.

6 To report on Village View

Cllr Singleton reported that the editorial meeting had been arranged for Sunday 31 January and that the deadline for articles was end of January.

7 To update on Village Hall & COVID-19 Measures

The Clerk advised that further COVID-19 grants for the Village Hall had been received via Buckinghamshire Council.

The Clerk also reported that the 3 arched windows at the Village Hall would be replaced next Tuesday afternoon.

A £2k bill had been received from E-ON for the Village Hall. The Clerk had opened a case with E-ON as the maximum charge in previous years over the Winter period had been approximately £300 per month. A Smart meter would be installed.

8 WLRA & Compton Property Management

The Clerk had requested a costing breakdown from Christopher Evans

The Clerk advised that Compton's had made contact regarding a recent issue with the communal drainage becoming blocked at Lakeside which required a tanker to attend to pump out the effluent and clear the blockage. This work had now been undertaken.

9 To update on Transport & MVAS

Proposed Toucan Crossing and Cycle Path ** AWAITING UPDATE

10 To update on Highways

E-Scooter Request – The Clerk advised that Ben at ZippMobility had received 6 official requests from Watermead residents for E-scooters. A suggestion for location was awaited. Users would need to be over 16 years of age and hold a driving licence.

Drainage Problems Waxwing Close

Thursday 14th January 2021 a resident of Waxwing Close made contact with the office to advise that there was drainage issue at the end of Waxwing Close. I made contact with Buckinghamshire Council and a call was raised for their drains to be inspected.

Friday 15th January 2021 Cllr Morgan called me to advise about a post on FB All About Watermead page. Another resident of Waxwing Close, Mandy Pearce, asking if the Parish Council can help them with the drain problems they were facing, made the post.

I made contact with Mandy Pearce who advised that when the water levels rise here at Watermead all their drains become affected and overflow. Thames Water were on-site and when the resident asked why this keeps happening he advised that the problem lies with the Environment Agency.

Mandy has asked if at all possible could we as the Parish Council make contact with Thames Water asking for verification/reasoning what the cause of this problem is. Mandy was very upset when we spoke and she is so worried that this is happening more often. It was proposed and agreed to support Mandy with contacting Thames Water and the EA.

Mandy contacted me the following day to confirm that the drain levels has dropped and that she had also spoken with a resident of Oliffe Close who were experiencing the same problems. They confirmed that they logged a call with the Environment Agency.

11 Christmas Events

It was agreed to have a smaller tree this year as there had been issues with a taller tree.

20.76 Date of meetings

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

There being no further business the Chairman closed the meeting at 21.06pm and thanked people for their attendance.