

Weedon Parish Council

Clerk to the Council Mrs Ruth Millard

Minutes of the Annual meeting of Weedon Parish Council held in The Chapel Weedon on Wednesday 16 May 2018 at 8.00pm

Present: Cllr J Rose (Chairman), Cllr W Kett, Cllr S Gradley, Cllr J Sellers, Cllr T Jameson-Evans, Cllr N Winnett,

Clerk: Ruth Millard

Members of the Public: None

Open Forum for Parishioners (under adjournment)

- 37/18** WK proposed and JS seconded the proposal of JR as Chairman, all members **RESOLVED** the proposal.
- 38/18** NW proposed and SG seconded the proposal of JS as Vice Chairman, all members **RESOLVED** the proposal.
- 39/18** **Apologies:** Bucks County Cllr Netta Glover & District Cllr Ashley Bond
- 40/18** **Members' Interests:** Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Weedon Parish Council Code of Conduct for Members and by the Localism Act 2011. None received
- 41/18** **Approval of Minutes.** Members **RESOLVED** minutes from a Planning Meeting of Weedon Parish Council held on 30 April 2018 and the chair signed them as an accurate record.
- 42/18** Members **RESOLVED** to adopt the reviewed Standing Orders for 2018/19
- 43/18** Members **RESOLVED** to review the Financial Regulations for this year.
- 44/18** Members **RESOLVED** to review the Risk Assessment for this year.
- 45/18** Members **RESOLVED** to appoint JR as representative of the Local Area Forum for 2018/19.
- 46/18** Members **RESOLVED** to adopt the inventory of Land and Assets (Fixed Asset Register) for 2017/18.
- 47/18** Members **RESOLVED** the confirmation of insurance cover as a three year term with Zurich Municipal 1 June 2015 to 31 May 2018.
- 48/18** Members **RESOLVED** to continue the Council's subscriptions to BALC/NALC, SLCC & AVALC in 2018/19.
- 49/18** Members **RESOLVED** to re-adopt the Council's existing Complaints Procedure for 2018/19.
- 50/18** Members **RESOLVED** to re-adopt the Council's existing procedure for handling requests made under Freedom of Information Act for 2018/19.
- 51/18** Members had forming a working party as agreed on 30 April to address the policies needed to comply with the GDPR coming into force on 25 May 2018. The Parish Council **RESOLVED**; that WK would amend the SLCC templates for a fee of £11 per hour. The amended documents would be circulated as proposed policies for the Council to consider and adopt at the July meeting.
- 52/18** To determine time and place of ordinary meetings of full Council up to and including next annual meeting **RESOLVED**; the Parish Council will meet on the 3rd Wednesday of odd numbered months, Nov Jan & March in the Old Schoolroom & May July & September in the Chapel.
- 53/18** **Annual Governance & Accountability Return 2017/18**
- a. **RESOLVED**; to agree Section 1 – Annual Governance Statement 2017/18.
- b. **RESOLVED**; to agree Section 2 – Accounting Statements 2017/18.
- 54/18** **Finance & Accounts.**
- a Members **RESOLVED** to agree the financial statements of accounts and bank reconciliations for the end April 2018
- b Members **RESOLVED** to make payments by cheques & online banking and to ratify cheques drawn since the last meeting.

April 2018 balance

Treasurers Account7936	25 April 2018	1000.00
Business Account3205	25 April 2018	33607.40
Business Account3205	Interest – 09 April 2018	1.16
BCC, Devolution Grant	06 April 2018	1126.58
AVDC, 50% Precept	18 April 2018	6940.00

Direct Debits

OPUS energy , invoices 10.03.2018-09.04.2018	LGA 1972,Sched.14 para 34	DD	111.97
Green Thumb , ref Chapel, 3 April 2018	LGA 1972, s214	DD	5.17
Green Thumb , ref Play area, 3 April 2018	LG(misc prov)A 1976, s19	DD	16.00

May 2018 Online Bank Payment

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BALC , 2018/19 annual subscription	LGA 1972, s	BP 23	75.61
GM Outdoor Services LTD , invoice 1145	LG(misc prov)A 1976, s19	BP 24	72.50
Aylesbury Mains Ltd , invoice 18162	LGA 1972, Sched. 14 para 34	BP 25	114.60
Complete tree Services Ltd. invoice 14087	LG(misc prov)A 1976, s19	BP 26	714.00
Sign Wizzard. invoice 31236	LGA 1972, s101	BP 27	120.00
ER Millard. April 2018 remuneration	LGA 1972, s112	BP 28	296.79
Orchard Consulting , inv: 0618	LGA 1972, s111	BP 29	70.00

55/18 Planning. Planning meeting arranged Wednesday 23 May 2018

56/18 Environment. To report and discuss any issues arising.

a. Footpaths, Footways and Highways, including

- i. Speed Control MVAS and Sentinel; MT has agreed to continue to monitor the MVAS. JR reported that when the ground work had been completed along the Aston Abbots Road the contractors had covered the 2 ground screws for the placement of the poles for the MVAS. TFB were in the process of uncovering them.
- ii. Update on sign cleaning; JR reported that the sign cleaning had been finished.
- iii. Pot Holes; the Parish Council had been advised to report these on the Bucks site 'Fix my Street'
- iv. The Parish Council had not received an update about the Aston Abbots Road resident's vehicle access; **Action**; JR to follow up.

b. Street lighting. Update of light outside 4 High Street; JR reported that the agreed works have been completed.

c. Play area. Monthly inspection reports are being completed and arrangements to accompany ROSPA on their annual inspection have been arranged for 17 May 2018. JR & JS, the volunteer who does the monthly inspections, will attend.

d. Pond, Grass, Hedges and Verges. Update of the work on the willow at pond; the Willow has been attended to. The Parish Council have been offered a donation towards the cost.

e. Management of Weedon Graveyard. WK had bought the documents for signature; signature and handover of documents were completed.

f. Dog Bin. Update of the purchase of a dog bin to site opposite the Fortescue gate – AVDC response; **Action**; the Clerk to follow up on AVDC response.

g. Grit Bin. Members **RESOLVED** the exact position for a new Grit Bin on Aston Abbots Road. **Action**; WK would send a picture outlining the position to the Clerk for the Clerk to place an order.

h. Best Kept Village Competition. Registration is completed. Posters have arrived and will be displayed. JR will send a reminder notice to the residents, for a 'last minute check' during the last week in May.

i. New capital projects.

- i. Fingerpost at the village green triangle; JR reported that Bucks CC have a set way of wording the signs. As the area is in the conservation area Bucks CC can and have offered to pay for the sign.
- ii. New planter for village green. This item was deferred until the next meeting.
- iii. New Bench at East End/Aston Abbots Road. No update JR will follow up.

57/18 Correspondence & Communications.

a. Communications.

- i. Review content and report any issues on website; JR reported; no issues with the website. Members proposed the encouragement of residents to report Pot Holes as a special item for parish magazine.
- ii. Agreed process, production and timing of annual PC newsletter. JR will draft and circulate for members consideration.
- iii. Members discussed the Transparency Grant received from NALC and proposed purchasing an A3 printer. **Action**; SG would review what was available and most suitable for the Parish Council and circulate the best in respect of cost and Council use for the members consideration.

a. Correspondence. Update of PC response to the DCLG re the proposal from Bucks CC for a single unitary council that Sajid Javid was minded to accept. JR had circulated a response which supports the AVDC 2 unitary council proposal. The Members **RESOLVED** to send the letter to Secretary of State.

58/18 Casual Vacancy. Discuss procedure for advertising vacancy. The Clerk explained the statutory process that she had initiated when the Councillor resigned. When she has the OK from AVDC to co-opt the Parish Council will advertise the position.

59/18 Date of next meeting. To agree the date – Wed 23 May 2018 Planning meeting in The Chapel

Chairman's Signature Date.....