

# Weedon Parish Council Minutes of Meeting

Tuesday 16 May 2023

Minutes of the Annual Meeting of Weedon Parish Council held in The Old Schoolroom Tuesday 16 May 2023 7.30pm

**Present:** Cllrs J Rose (Chair), S Gibbs, W Kett, David Atkins, Graham Delaney, Tom Jameson-Evans

**Clerk:** Ruth Millard

**Members of the Public:** None

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## 31/23 Nomination and Acceptance of Office of Chair and Vice chair

Tom Jameson-Evans nominated Joanna Rose to be Chair seconded by Wendy Kett, all members agreed.

Joanna Rose nominated Sarah Gibbs to be vice Chair seconded by David Atkins, all members agreed.

## 32/23 Apologies and Members' Interests To receive and accept any apologies for absence.

Members accepted apologies for absence from Cllr. Poonam Gupta, and Bucks Council Cllrs Diana Blamires, Ashley Bond, Peter Cooper

*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 were declared.

## 33/23 Public Open Forum

No public attending.

## 34/23 Approval of Minutes

Members agreed the minutes from the Planning Meeting 3 May 2023 as a true record of the meeting, the Chair signed the minutes.

## 35/23 Review of Council's Statutory and Governance Documents for 2023/24

a. Standing Orders b. Financial Regulations c. Code of Conduct d. Complaints Procedure e. Privacy Policy and Notice f. Equality & Diversity Policy g. Risk Assessments h. GDPR Data Audit & Retention of Documents Policy i. Press & Media j. Procedure for requests made under the Freedom of Information & Data Protection Act.

All the members reconfirmed the documents for 2023/24 as being robust and appropriate. **Action:** JR to update the website.

## 36/23 Appoint representatives JR volunteered to attend Buckinghamshire Council Community Board Wing & Ivinghoe, the members agreed.

## 37/23 Review inventory of assets and Confirmation of insurance cover

Members agreed that footpath gates should be removed from the asset register as they were the responsibility of the landowner once installed, regardless of who paid for them. 2 new dog bins had been purchased through the year and one dog bin had been removed.

Members noted that the insurance for 2023-24 is with Zurich Municipal 01/06/2023 – 31/05/2024. The Parish Council agreed a long term agreement until 01/06/2026.

## 38/23 Review of the Council's subscriptions to other bodies. Members noted that the Parish Council was a member of NALC (National Association of Local Councils) & BMKALC (Bucks and Milton Keynes Association of Local Councils) and the Clerk had a membership of SLCC (Society of Local Council Clerks) paid for by the Parish Council Also the Parish Council was up to date with the annual payment to the Information Commissioner's Office.

## 39/23 Determine time and place of ordinary meetings for the next year

Members agreed the time and place of ordinary meetings of full Council, up to the next Annual Meeting as third Tuesday of the odd months July, September, November, January, March and May at 7.30pm in the Old Schoolroom, Weedon

## 40/23 Annual Governance and Accountability Return 2022/23 Members agreed to consider and sign off the AGAR at an interim meeting on 20 June 2023.

## 41/23 Planning

SG gave the members an update on process for Parish Council control of the gap land at Os 7009 Aston Abbotts Road. The members agreed for SG, T J-E and JR to form a working party to meet with the landowners as necessary.

## 42/23 Finance and Accounts

a. Payments b. Accounts. To agree statement of accounts and bank reconciliation for end March 2023.

### March 2023 Balances

Business Account	31 March 2023	17,317.96
Treasurers Account	31 March 2023	1,000.00

### March 2023 Income

Business Account ....3205	6 March 2023 - Interest	<b>10.40</b>
Treasurers Account ....7936	6 March 2023 – J Grifina tree donation	<b>300.00</b>
	17 March 2023 – Chapman Rent	<b>46.32</b>

### Direct Debits March 2023

<b>SSE, invoices 02.03.2023-01.04.2023 Acc. for March</b>	<b>LGA 1972, Sched. 14 para</b>	<b>DD</b>	<b>43.10</b>
<b>ICO Z3498127</b>	<b>LGA 1972, s111</b>	<b>DD</b>	<b>35.00</b>

### April 2023 Balances

Business Account	30 April 2023	23,998.10
Treasurers Account	30 April 2023	1,000.00

### April 2023 Income

Business Account ....3205	11 April 2023 - Interest	<b>11.83</b>
Treasurers Account ....7936	Bucks Cncl – 50% Precept	<b>7,017.00</b>

### Direct Debits March 2023

<b>SSE, invoices 02.04.2023-01.05.2023 Acc. for April</b>	<b>LGA 1972, Sched. 14 para</b>	<b>DD</b>	<b>49.62</b>

### Invoices for online payments

<b>MAY 2023</b>			
<b>Buckland Landscapes, invoice 47901 re Apr 23</b>	<b>LG(Misc Prov)A 1976, s19 &amp; LGA 1972, s214</b>	<b>BP 397</b>	<b>402.50</b>
<b>MRA Gardening Services, invoice 000331</b>	<b>LGA 1972, s101</b>	<b>BP 398</b>	<b>900.00</b>
<b>Zurich Municipal</b>	<b>LGA 1972, s111</b>	<b>BP 399</b>	<b>731.10</b>

c. Clerk Salary Review. The date for annual Clerk Appraisal will be agreed for a convenient time between JR, SG & RM around the anniversary.

## 43/23 Environment

a. Footpaths, Footways and Highways, including

*i. Speed Control.* MVAS, SpeedWatch. All ongoing, a new site is the bottom of the drive way to Chestnuts Farm. A meeting with Lee Turnham is still to be set. **Action** RM to contact Peter Cooper for information of Parishes using the fixed solar powered VAS. GD to source prices for solar powered static VAS.

*ii. Footpaths inc gates, signs.* The two new footpath gates had been installed and were awaiting their dedication signs. The grant needs to be claimed back from Wing and Ivinghoe Community Board. **Action:** RM

*iii. Dog bins.* The Parish Council has still not been invoiced properly for the collection of dog waste. The new Aston Abbotts Road bin had been welcomed by residents.

*iv. Bucks Highways.* The High Street nameplate sign has been fixed on Cooks Hill.

*v. Devolved services.* The members approved sign cleaning by Sign Wizzard.

*vi. Best Kept Village.* All the paperwork has been forwarded.

b. Street lighting; All OK

c. Park and Play Area *i. Inspections;* JR reported that the volunteers are up to date. Annual inspection about to be done. *ii. Horticultural.* The contractor is on track.

d. Pond, Grass, Hedges and Verges

To include wildflower verges, village tidiness/litter, overhanging hedges/trees, horticultural works, WWG board

- SG will hand deliver letters from the Parish Council to New Road residents.
- The new horticultural contractor is working well, with good communication helping to monitor action.
- WK reported that the WWG pond information board was almost at the final draft and would be submitted for approval to the PC. A grant will be sought from WI Community Board.

e. Management of Weedon Graveyard

- i. Horticultural. Proceeding well.*
- ii. Applications for burials, memorials and EROBs. None to consider.*
- iii. Graveyard works proposals. The members agreed that the quote was too expensive. The members will review the options for a path.*

f. New capital projects Awaiting proposals.

44/23 Correspondence and Communications

a. Annual PC newsletter. A newsletter was agreed in the same format as last year. **Action:** JR to draft and the edition would be issued in September. b. Website. Operating well. c. Community Board. Nothing to report.

45/23 Date of next meeting. Tuesday 20 June 2023 was agreed to sign off AGAR annual governance and accountability return. The next general meeting is July 18<sup>th</sup>.

The meeting closed at 9.40pm.

Chair Signature .....

Date.....

Minutes prepared by

Ruth Millard 04/06/2023