



West Winch Parish Council

Minutes of the ordinary meeting held on Tuesday 15th September 2020 at 7:30 in a virtual meeting room

Present

Cllr J Lamb, Cllr T Gibson, Cllr D Skerritt, Cllr B Thrower, Cllr R Shearn, Cllr Mrs M Summers, Cllr P Jackson, Cllr Mrs J Jackson, Cllr F Dutton, Mrs J Leamon, Mrs S Watts (Clerk/RFO), Borough Councillor S Nash (arrives 20:05) County Councillor Ms A Kemp (arrives 19:45) and 1 member of the public.

1. To Receive Reports from County Councillor and Borough Councillors. (5 minutes each)

Both County Councillor Ms A Kemp and Borough Councillor S Nash arrive late.

2. Open Forum for Public Participation: an opportunity to hear from members of the public

Mrs Collen would like a traffic island put near Chequers Lane to make crossing the road easy when she gets off the bus. The Clerk has previously spoken to Highways about a crossing with traffic lights and was told that because of the crossing near to the shops it would not be possible to put another crossing so close. The Clerk will contact Highways again to enquire about this request.

3. To Receive Apologies for Absence

Apologies have been received and accepted from Cllr Miss K Jackman, Cllr Everitt and Borough Councillor P Gidney.

4. To Receive Declarations of Interest in Items on the Agenda and consider any requests for dispensation.

Cllr Skerritt, Cllr Jackson and Cllr Mrs J Jackson would like to declare an interest in the poppy wreath item 9b.

5. To Approve and Sign the Minutes of the Ordinary Meeting held on Tuesday 21st July 2020.

It was proposed by Cllr Shearn and seconded by Cllr Thrower that the minutes of the meeting held on Tuesday 21st July 2020 be signed as a true copy. This was agreed by all. The minutes were duly signed by the Chairman.

6. To Report on Items not on the agenda from the last meeting: Clerks Report (information only)

Highways will start the work to Watering Lane on the 21st September and this will continue until the 21st October.

The Quotes for the work on the car park are being looked at to check all the quotes are the same this will hopefully be discussed next meeting.

There is still no more information from the Borough Council regarding the meeting about the proposed development. This meeting should take place in September.

Borough Cllr Nash and Gidney have also asked for more information regarding this meeting and are still awaiting a response. The Clerk will write to the Borough Council to find out when this meeting will take place.

7. To Report on Employee's appraisal and Clerks pay increase.

Cllr Gibson has conducted the Clerks appraisal. After discussion with Cllr Mrs J Jackson it was agreed that the Clerk needed 3 hours extra a week to be used when necessary. There has been a National agreement for the pay increase for the Clerks salary this has been back dated to April. The Clerk has carried out an appraisal for the Groundsman and will conduct the Handyman's appraisal before the next meeting.

8. Agenda Items

a) To consider how to split the cost of the Village Hall Chimney

The Village Hall chimney has now been repaired. It is proposed by Cllr Gibson that on this occasion the cost is split equally between the Village Hall and the Parish Council. This is seconded by Cllr Mrs M Summers with all Councillors in favour.

Cllr Ms A Kemp arrives 19:45

b) To consider and resolve purchase of Handyman's equipment and storage container
Cllr Thrower would like the Parish Council to consider purchasing a storage container for the Handyman to store his equipment. It is proposed by Cllr Jackson and seconded by Cllr Dutton with all Councillors in favour that the Council purchase the storage container.

The Handyman needs a multi tool strimmer to properly prune the trees. It is proposed by Cllr Mrs J Jackson and seconded by Cllr Shearn with all Councillors in favour that the Council purchase the tools for the Handyman.

1. To Receive Reports from County Councillor and Borough Councillors. (5 minutes each)

County Councillor Ms A Kemp – Cllr Ms A Kemp has attended a meeting about Lorawan an internet of things This can be used for a lot of different things including air quality, traffic numbers and road temperatures. This may be something the Parish Council would like to look into further.

The air quality monitor on the A10 is on the crossing near the shops. This was installed by Palm Paper to monitor the pollution being produced by their factory. The results are published in the Borough Councils review.

The Borough Council wants to consult with The Parish Council this autumn regarding the Hopkins Homes planning application and are hoping to put the application in before the end of the year. However, there is an objection from Highways and a local lead flood authority.

There is concern over St James Surgery moving to Edward Benefer Way as this would cause longer car journeys or more bus journeys.

Borough Councillor S Nash – Cllr Nash has contacted the Borough Council to enquire when in September meeting for the Hopkins homes application will be. Cllr Nash is helping the Winch PH with their farm shop as the Borough Council have objected to it. Cllr Mrs J Jackson comments that the Borough Council do not

communicate well with the Parish Council as we were not aware of any objection with the farm shop.

Cllr Gibson enquires about the new caravans added to the site again the Parish Council have not been informed. The Clerk will contact licencing.

c) To update on the progress of the Play area improvements

Cllr Mrs M Summer reports that the play area and skate park are now being looked at together rather than separately. The survey is almost ready and will be circulated on the school page, West Winch Notice Board on Facebook, The Parish Council website and the Nursery. Watlington Parish Council employed a consultant to help them apply for the grants for their MUGA. It is agreed to contact this person to see if they are willing to help us. It is agreed to contact some skate park companies to get them to come out and have a look at the site.

d) To update on the progress of the Changing rooms improvements

Cllr Lamb has been looking at stand alone pavilions the original plan was for four changing rooms this has now been reduced to two changing rooms. These companies could also help us with funding. The other option is to extend the existing changing rooms and renovate the inside. Cllr Lamb will summarise all the information and send to Councillors ready for next meeting.

e) To consider the installation of a new cycle rack at the William Burt Centre.

A resident has enquired if we could install a new cycle rack to replace the one that we taken away when the Memorial peace garden was renovated. It is suggested by Cllr Lamb that this would help with the funding for the renovations at the William Burt Centre. It will go in the same place as the previous cycle rack. After discussion it is decided that this will be researched and will be deferred to the next meeting.

f) To consider and resolve the Handyman having someone to help him when required. This will be discussed in closed session.

9. Accounts & Finance including:

a) To Note Balance of Account on Monday 7th September 2020

Community Account	£ 14,597.94
Business Saver Account	<u>£ 84,427.95</u>
	£ 99,025.89

The balance is noted.

b) To consider payments for September

103957-59	Handyman, Groundsman and Clerks September Salary	£1099.87
103960	Mrs S Watts – Clerk Expenses	£56.82
103961	Handyman Travel Claim	£3.60
103962	Westcotec – Street light maintenance September 2020	£120.92
DD	E-on – September 2020	£126.55
103963	The Royal British Legion – Poppy Wreath for Memorial peace garden	£35.00
103964	BCKLWN – Annual charge for emptying the recycling bin – Cheque re issued	£172.24
103965	N. Frary – Repair brickwork on Village Hall	£876.00

	Chimney	
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With the addition of one invoice N. Frary for the repairs to the Village Hall Chimney for £876.00 it is agreed to pay all the above invoices.

c) To note payments made in August

103945-47	Handyman, Groundsman and Clerks August Salary	£1041.48
103948	Mrs S Watts – Clerk Expenses	£299.27
103949	Handyman Travel Claim	£11.70
103950	Westcotec – Street light maintenance August 2020	£120.92
DD	E-on – August 2020	£126.55
103951	William Burt Social Club - Electricity recharge - 17/06/20 – 16/07/20	£35.00
103952	SLCC – Virtual National Conference Oct 2020	£30.00
103953	CGM – Grass Cutting June 2020	£87.00
103954	Petty Cash	£97.86
103955	CGM – Grass Cutting June	£294.00
103956	URM – Empty Bottle Bank	£48.24

The payments made in August are noted.

d) To Note money received

03/08/20	Interest	£0.76
01/09/20	Interest	£0.67
24/08/20	Village Hall – Annual Hire and empty of recycling bin	£57.41
24/08/20	Village Hall – Annual Hire and empty of waste container – inv 20/01 – BACS	£376.19
24/08/20	Social Club - Ground Rent for July – inv 20/06	£53.52
24/08/20	Social Club- Annual Hire and empty of waste container – inv 20/02 - BACS	£356.19
01/09/20	NCC – Recycling Credit	£166.62

The monies received are noted

e) To Note Petty Cash Spent

19/07/20	Cement and anchor bolts for litter bin	£25.79
07/08/20	Wood to repair bench	£6.72
16/08/20	Bin Liners	£2.30
05/09/20	Bin Liners	£2.50
	Total	£37.31

The petty cash spent is noted

10. Planning Consultations

a) New Planning Application Consultations received from Borough Council/NCC

- 20/01151/F – Single Storey side extension to existing bungalow at 1 Watering Lane, West Winch – PC Object
- 20/01178/F – Proposed single storey extension at Brook Meadow, 159 Main Road, West Winch – PC Support
- 20/01181/F – Proposed new double carport at Waldeck, 3 Dohamero Lane, West Winch – PC Support
- 20/01321/F – Variation of condition 2 of planning permission 19/00687/F Extension to bungalow – Elbri 29 Westland Chase, West Winch. – PC Support

b) Notices of Decision by Borough Council and County Council

- 20/00866/O – Proposed dwelling following sub-division – Telos, 3 Westland Chase, West Winch. PC Objected, BC Refused
- 20/00906/F – Proposed front porch, rear extension, replacement roof tiles, rendering of existing bungalow and internal alterations – Foxbury, Millfield, West Winch. PC Supported, BC Permitted.

11. Working Group Reports

- a) Planning
Nothing to report
- b) Finance
Nothing to report
- c) Street Lighting
Cllr Jackson and Cllr Dutton will go out to check all the street light to make sure they are all working ok.
- d) Consultation
Nothing to report
- e) Playing Fields and Maintenance
Tennis court gate has Come off the hinges again. The Kick wall has been researched and will be discussed at the next meeting. The Village sign is now dried out and ready to be painted.
- f) Health and Wellbeing
Nothing to report

12. To Receive items for the next meeting agenda by Thursday 8th October 2020.

13. To Confirm the Date of Next Meeting of the Parish Council scheduled for Tuesday 20th October 2020 at 7:30pm to be held through a Virtual Meeting.

14. Close of Open Meeting – 20:50

15. Closed Session

To consider and resolve the Handyman having someone to help him when required.

After discussion it is agreed to employ someone in a casual position to help out when needed. This will be given a 12-month trial. This is Proposed by Cllr Skerrit and seconded by Cllr Lamb with all Councillors in favour.

16. Close of Closed meeting 20:55

Signed _____

Dated _____