

Gawcott with Lenborough Parish Council – Minutes of the Annual Parish Council Meeting

Minutes of the Annual Meeting of Gawcott with Lenborough Parish Council held on Thursday 16th May 2024 at 7.30pm

Present: Councillors Mr A White (Chairman), Mrs S Burgess, Mrs J Tofield, Mrs R Bate, Mr T Ulph and Mr T Dugher

Also present: P Molloy (Clerk) and Buckinghamshire Councillors P Fealey and R Stuchbury

14. Election of Chairman

Resolved that Councillor White was elected as Chairman. Councillor White signed his Acceptance of Office of Chairman.

15. Election of Vice Chairman

No nominations received.

16. Period of Public Participation – None

17. To receive updates from Buckinghamshire Councillors:

Councillor Fealey advised:

- Works to Radclive Road
- The Rise – Residents have contacted him. No planning application as yet. Discussion took place regarding types of houses and need for houses.
- HS2 Grant – last one now open for application.
- Market Hill – York stone now available.
- Banking Hub – Getting good visitor rate.
- Dementia Bus – 17th to 19th September, more details to follow.

Councillor Stuchbury advised:

- Gave update regarding health care facilities.
- Advised regarding CIL funds / S106 funding
- Provided update regarding the Lace Hill surgery
- Gave update regarding the white ribbon campaign
- Gave update regarding affordable housing.
- Also provided a written update.
- Council yard on Preston Road – await further update following their meeting.

Councillor White raised concerns regarding HS2 large load coming through on the 18th May – Councillor Fealey agreed to contact HS2. Councillor Dugher raised concerns regarding the possibility of phase 2 Osier Way – Councillors Fealey and Stuchbury gave brief overview.

18. Apologies – Councillor Gibbs and Buckinghamshire Councillor Ms Cornell.

19. Declarations of Interest - None

20. Minutes

Council resolved to approve the minutes of the meeting of the Parish Council held on the 18th April, ref: GwLPC/01/24-25.

21. Appointments to Committees/Groups/Areas:

- Pavilion/Playing Field/Play Area/All Weather Pitch – Councillors White, Ulph, Burgess and Dugher
- Speed Signs/Speedwatch – Councillors Bate, Burgess and Gibbs
- Hodding Wood – Councillor Bate
- Bus Shelters/Rubbish and Dog Bins – Councillor Gibbs
- Street lights – Councillors Bate and Burgess
- Newsletter – Councillor Tofield
- Defibrillators – Councillors White and Gibbs
- Flood Response Group – Councillors White and Gibbs

22. Review Policies

Resolved the adoption of Standing Orders, Complaints Procedure and Financial and Management Risk Assessment. Council noted that the Financial Regulations had been re-issued by NALC and that they needed to be adjusted to suit the council – clerk to action.

23. Asset Register 2024-25

Resolved the adoption of the Asset Register for 2024-25. Council to review adding additional column for insurance valuations and also getting the pavilion assessed once the works are completed.

24. Finance**24.1. Balance of accounts as at 30th April:**

- Business Account x2092 - £4,640.16
- Playing Field Account x2967 – £1,815.65
- Deposit Account x5984 - £31,911.25

24.2. Council resolved to make the following payments:

- P Molloy: £772.55 – April net salary and expenses (printer ink and S171 licence)
- P Molloy: £585.95 – Oven and fridge for the pavilion
- HMRC: £45.40 – PAYE Molloy for April. Cheque 001361
- K Richards: £160 – Pavilion cleaning for April
- K Parker: £280 – Verge mowing for April
- Pearces: £100 – Removal of rubbish from the pavilion
- D O'Brien: £180 – 2023-24 internal audit
- BMKALC: £50 – Planning training course
- BMKALC: £40 – Risk assessment training course
- Play Safety Ltd: £192 – Annual play area inspection
- Perceptive Creation: £30 – Additional work to finance page
- EON: £184.07 – Pavilion electricity for April

24.3. Council noted payments made by direct debit or standing order:

- A R G Hall: £130 – Securing playing field gate for April.
- Perceptive Creation: £30 – Managing and hosting website for April.

- Buckinghamshire Council: £120.05 – April waste collection from pavilion and annual renewal.
- 24.4. Council noted the following income received in April: £37.85 bank interest, £54.88 NS&I account interest, £12,500 precept, £922.50 Community Boards Funding, £200 Nxt Level Coaching and £565 all-weather pitch fees. Councillor Dugher to look at interest accounts suitable for parish councils.
- 24.5. Council reviewed and agreed the April bank statements and bank reconciliation and the chairman signed.
- 24.6. Council resolved the payments, receipts and bank account year to date summaries as at 30th April 2024.
- 24.7. Internal Audit 2023-24 – Council noted that the internal audit has been carried out. A copy of the internal audit report was circulated and council reviewed/resolved the recommendations. The Council resolved the Internal Audit which has been completed and signed, page 3 of the return.
- 24.8. Annual Governance Statement 2023-24 – Council resolved and the chairman signed (page 4). Clerk to provide explanations for questions 1 and 4.
- 24.9. Accounting Statements 2023-24 – Council resolved and the chairman signed (page 5).
- 24.10. Council resolved the Bank Reconciliation, Explanation of Variances and the Asset Register for 2023-24.
- 24.11. Council resolved the 2023-24 Annual Governance Statement documentation for submission to the external auditors.
- 24.12. Council noted the dates for the exercise of public rights will be the 3rd June to 12th July.
- 24.13. Council noted VAT claim made for 2023-24 of £5,971.31.

25. Planning

- 25.1. Council reviewed and resolved the following applications:
 - 24/01276/APP - Householder application for demolition of conservatory, extension and alteration to existing house and single storey enclosure to existing pool - The Laurels, Lenborough Road, Gawcott. No objection.
 - 24/01331/VRC - Variation of condition 7 (water quality) 10 (plans) relating to application 20/00886/ADP (Variation of condition 10 of planning permission 17/04668/ADP as amended by 17/A4668/NON - To vary drawing references within condition 10 to allow amended distribution, and amendment, of proposed homes and give effect for 9 additional homes to the layout of homes south of Tingewick Road) – Land at Tingewick Road. No objection.
- 25.2. Council noted applications awaiting consideration:
 - 23/04010/ADP - Submission of details of all matters reserved pursuant to outline planning permission 15/01242/AOP (Application for Outline Planning Permission with access to provide Allotments, Cemetery, Associated Buildings, Landscaping, New Vehicular and Pedestrian Access, Engineering (including Ground Modelling) Works, Infrastructure Works (including Drainage Works and Utilities Provision), Demolition, Car Parking and Lighting) - Land South of The A421, Tingewick Road, Buckingham.
 - 24/00131/APP – Change of use of land to a gypsy and traveller caravan site and erection of day room – Land to the West of Main Street South, Gawcott.
 - 24/00498/VRC – Removal of condition 5 (unit to be demolished) relating to application 23/02485/APP (redevelopment of existing barn complex to form 1 No. residential dwelling (retrospective) – Rowan Tree Farm, Hillesden Road.

- 25.3. Council noted decisions made by Buckinghamshire Council since the last meeting:
- 24/00731/APP - Change of use from equestrian to a mixed use of equestrian, business and residential use. Demolition of existing equestrian buildings and the erection of single storey stables, storage barn, office and dwelling house – Hollow Farm, Buckingham Road, Gawcott. REFUSED
- 25.4. Land at The Rise – Council noted letter sent objecting to the proposal. Council reviewed email and attachments received from residents and noted they received 200 plus objections and 1 approval.
- 25.5. Planning agent on behalf of Wates – Meeting held and update provided.
- 25.6. Osier Way – Council noted the six potential street names have been agreed.
- 25.7. Other planning issues:
- Buckingham Neighbourhood Plan – no further update.
 - Grendon Prison – no further update.
 - Travellers, Radclive Road & Preston Road – Appeal raised for the Preston Road site, Council resolved to respond.

26. Highways

- 26.1. HS2 Road Safety Fund – Works due to be carried out mid July 2024. Last round of funding now available, can apply up to the 31st July. Council to decide what to apply for.
- 26.2. HS2 – Site visit/tour now on the 22nd May, Councillor White attending.
- 26.3. Radclive Road speed limit reduction – Councillor White to chase.
- 26.4. Highways and lighting – Updated list on the street lights not working has been sent to Buckinghamshire Council, await response.
- 26.5. Traffic data – Councillor Bate circulated.
- 26.6. Speed sign – Section 171 Licence submitted. Await available date for the installation of the poles. Speed sign ready to be delivered. Council agreed cost of £60 for GRB to remove the old pole.

27. Maintenance and Environment issues

- 27.1. Drainage improvements in Main Street. Phase 2 – progressing with the design, statutory utilities need to be diverted.
- 27.2. Residents Flood Response Group – Risk assessment to be completed. Council await response from insurers, then a response can be sent to the group.
- 27.3. Hodding Wood – Nothing to report.

28. Pavilion, playing fields and play area

- 28.1. Pavilion – Clerk provided update. Council resolved additional costs of £400.60 + VAT for some repairs to the wall tiles, power supply for cooker and shelving.
- 28.2. Football club – Nothing to report.
- 28.3. Cricket club – Nothing to report.
- 28.4. Nxt Level Coaching – Councillor White has advised them of the new fees.
- 28.5. Play Area – Council noted annual inspection carried out. Inspection report received and to be reviewed. Zip wire seat removed. Councillor Ulph agreed to carry out monthly visual inspections.
- 28.6. All weather pitch – Nothing to report.
- 28.7. Caretaker – No response to ad so far. Agreed to place on village Facebook page.
- 28.8. Pavilion electricity – Council resolved one year fixed business plan.
- 28.9. Playing field – Issue with flooding/drainage. Drainage beneath Lenborough Road needs to be increased.

29. Other Parish Council Business

- 29.1. Defibrillator at the Chapel – Await agreement, no further update.
- 29.2. Gawcott Newsletter – Councillor Tofield to prepare article.
- 29.3. Website – Financial Information page has been restructured, additional cost of £30 agreed. Council resolved Accessibility Check/Audit to be carried out, approximate cost £75.
- 29.4. Council agreed to defer Biodiversity Policy to June meeting, Councillor Bate to review.
- 29.5. Council reviewed request from the school regarding additional signs - not agreed as have installed signs previously as requested/agreed with the school.
- 29.6. Insurance renewal – updated quote not yet received, will circulate via email when received.
- 29.7. Action list to be updated.

30. Community

- Village Hall – Pre-school move out at May half term. 100 years celebration taking place on the 6th and 7th September.
- Solar Farm – Due to lack of sun, slightly behind. Funding available from July. Currently working on a few projects.
- Community Group – Troughs being planted.

31. Meetings, Events and Training

- Community Boards Meeting – 27th June (online)
- Parish Liaison Meeting – 10th July
- NBPPC – 19th June (online)
- Training: as details circulated.

32. Dates of next meetings – Council noted:

13th June, 11th July, 12th September, 10th October, 14th November, 12th December, 9th January, 13th February, 13th March, 10th April (tbc) and 8th May (tbc)

Meeting closed at 9.53pm

Signed.....Chairman / Date.....