

# WENDOVER PARISH COUNCIL

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## Minutes of the Parish Council Meeting

7<sup>th</sup> July 2020 at 7.30pm

Online Meeting via Zoom

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**Present:** Cllr Ballantine, Walsh, Worth, Gregory, Green, Myers, Bulpett, Clayton, Clare, Washington, Jarratt, Moore, Chambers

**Clerk:** Keith Shelley

**Chairman:** Tom Walsh

**Members of Public:** 4

1. **APOLOGIES FOR ABSENCE**

**P20/079** None

2. **DECLARATIONS OF INTEREST**

**P20/080** Cllr Worth declared an interest in items 14a and 14bi.

3. **TEMPORARY DELIGATED POWERS DURING COVID-19 LOCKDOWN**

**P20/081** It was **RESOLVED** to continue with the current arrangements for the delegated powers to the Clerk. The COVID-19 working arrangements for the staff will be considered at item 16k.

4. **CHAIRMAN'S ANNOUNCEMENTS**

**P20/082** The Chairman welcomed all members and confirmed how pleasing it was to see all the Council seats filled with no vacancies.

5. **MINUTES FROM THE LAST MEETING**

**Consideration of approval of minutes of the meetings of 23<sup>rd</sup> June 2020**

**P20/083** The minutes were **RESOLVED** as a true record. The Clerk will leave a copy of the minutes in the Clock Tower for the Chairman to sign.

6. **PUBLIC PARTICIPATION**

It was **AGREED** to pull forward items 14.b.ii, 15.m and 16.n. **P20/084 Tree Proposal Item 14bii** A member of the public representing The Climate Action Wendover Group outlined their concerns around the climate crisis and a proposal to plant native trees in Hampden Meadow and Walnut Tree Meadow. Concern was expressed over tree maintenance and it was suggested a plot withing London Road Allotments may be set aside to provide replacement saplings for any that die. Cllr Jarratt suggested establishing tree lines to shield any HS2 development and it was confirmed the community will be invited to contribute to the proposal. It was **AGREED** for the Clerk and Cllr Worth to liaise with the Climate Action Wendover Group to develop a proposal for consideration by the Council and community.

**P20/085 20 mph Speed Limit Item 15m.** A member of the public outlined the health and safety benefits of reducing the speed limit to 20mph around specific areas of the village. This is particularly relevant given the social distancing arrangements currently specified by the Government. It was highlighted that funding is available through Buckinghamshire Council; however, action from the Parish Council will be required to access the funding. Cllr Bowles confirmed he would act as a conduit between the Parish and County Councils to facilitate the process. It was **AGREED** for the Clerk to liaise with Cllr Walsh, Cllr Bowles, and the member of the pubic to develop a case for submission to Buckinghamshire Council.

**P20/086 Calisthenics Community Item 16n.** Two members of the public outlined the benefits of a Calisthenics Fitness Community for Wendover utilising the parks and outdoor gym facilities. Methods for promoting the organisation were presented to educate the Wendover Community on what Calisthenics is and how they may become involved. It was highlighted that limited suitable equipment and space to exercise presents problems on numbers able to exercise. Cllr Clare suggested contact is made with Wendover Youth Centre who may show an interest in the exercise. Cllr Moore asked about insurance requirements and it was suggested this would be a social activity as no professional training qualifications are held by either individual. It was AGREED for the Clerk to maintain contact and liaise with the two individuals on the practicalities of developing the idea further.

## **7. REPORT FROM THAMES VALLEY POLICE**

**P20/087** No report was received and TVP offered their apologies for no one being available to attend.

## **8. REPORTS FROM COUNTY COUNCILLORS**

**P20/088** Cllr Bowles commented on the following:

- He attended Budgens with Rob Butler MP to see how the home delivery service was working and confirmed that a grant had been made to reimburse the volunteer drivers for their fuel costs.
- In supporting the local hospitality sector opening up, he confirmed a meeting with the George to consider their proposal for placing tables outside the business and commented on Rumseys, No 2 and Tres Correzones requests for utilising the Manor Waste for additional tables. He confirmed Whitewaters are currently utilising the lay-by outside their business to locate additional tables.
- He confirmed, with the pubs opening up on the 4<sup>th</sup> July, throughout Bucks there were no reports of incidents.

Cllr Green asked whether consideration could be given towards the Swan public house utilising an area of Back St for additional tables. Cllr Bowles commented on the requirement for appropriate licencing and confirmed he would meet with the Landlord to discuss the proposal.

Cllr Strachan commented on the regular updates from Martin Tett relating to developments resulting from the COVID-19 crisis and asked if there were any questions relating to service delivery within Wendover.

Cllr Newcombe commented on the revisions for planning breaches. Cllr Walsh confirmed the revisions had been discussed at a prior Planning Meeting; however, clarification may be required going forward.

## **9. CLERK'S REPORT**

**P20/089** The Clerks report was NOTED.

Cllr Green highlighted a resident's concern about over developing the pond and spoiling the current natural environment for wildlife.

Cllr Clare highlighted recent FB comments relating to park openings and the social distancing issues being witnessed around the parks located on PMG due to their unrestricted use. The Clerk confirmed the intention was to have the Ashbrook and Hampden playparks open on Saturday 11<sup>th</sup> July once the inspections, signage and Risk Assessments had been completed. FB posts and other advertising will be made to support the opening.

Cllr Clare also raised concerns over the influx of teenagers from outside Wendover due to the fact there is little if any Police presence. The Clerk supported the concerns and confirmed they had been escalated to TVP requesting they increase their patrols. Cllr Clare asked if the County Councillors could have any influence. Cllr Strachan confirmed he would represent the three County Councillors in taking the concerns forward and the Clerk AGREED to liaise with Cllr Strachan on the concerns.

Cllr Bowles commented on the liaisons to establish a bye-law to address the ASB around the open spaces. The Clerk confirmed a Public Space Protection Order (PSPO) is being considered for Wendover. It was AGREED the Clerk should approach local Clerks to establish how effective PSPO's are and consider other methods such as lighting to discourage gatherings and the resulting ASB.

## 10. REPORTS FROM OUTSIDE BODIES

### (a) To receive reports from outside bodies.

**P20/090** Cllr Myers attended a recent Wendover Action Group meeting, at which it was decided they would consider reintroducing their services at the August meeting.

### (b) To elect a second representative for the Churchyard Committee.

**P20/091** Cllr Walsh outlined the responsibilities of the Churchyard Committee representative and asked for a volunteer. Cllr Washington volunteered her support and it was **RESOLVED** to appoint her to the committee.

## 11. CORRESPONDENCE

### To consider items of correspondence listed at (Appendix 1)

**P20/092** None.

## 12. FINANCE

### (a) To review the final I&E report, EMR's and Balance Sheet for May 2020.

**P20/093** The I&E report, EMR report and balance sheet for May 2020 were NOTED.

### (b) To consider recommendations from the Finance Committee.

**P20/094** It was recommended that the Finance Committee should reinstate the regular meetings. It was **RESOLVED** to reinstate the meetings the first being on the 19th August 2020.

### (c) To consider and approve the list of payments.

**P20/095** The list of payments was NOTED with no comments.

## 13. PLANNING COMMITTEE

### To note draft minutes of meeting of 2<sup>nd</sup> June 2020

**P20/096** The draft minutes were NOTED.

## 14. AMENITIES COMMITTEE

### (a) Memorial Bench

**P20/097** It was confirmed that a suitable bench located on the Heron Path is available having no plate attached. It was **RESOLVED** to allow Cllr Worth to purchase a suitable name plate and have it fitted to the bench.

### (b) Tree Planting.

#### (i) To consider an application to sponsor a Bird Cherry for planting in the Community Orchard or Barlow Meadow.

**P20/98** Cllr Worth outlined his request for a Bird Cherry tree to be planted in memory of his wife in one of the areas highlighted. It was **RESOLVED** to allocate an area within the Community Orchard for the planting of the tree.

#### (ii) To consider a proposal for additional tree planting in Hampden Meadow and Walnut Tree Meadow from the Climate Action Group Wendover.

**P20/099** This was considered at P20/084. Cllr Bulpett highlighted that the Wendover U3A had asked about the possibility of planting trees to commemorate their 20<sup>th</sup> anniversary and that if approached they may fund one or two Walnut Trees for Walnut Meadow. Cllr Worth asked for an update on Walnut Tree Meadow being devolved to WPC. The Clerk confirmed nothing had been received back for AVDC, now Buckinghamshire Council, and asked if Cllr Bowles would assist in gaining some information. Cllr Bowles requested the Clerk send him details on who to contact. Cllr Worth questioned where the area of

land previously highlighted by Cllr Jarratt was located. Cllr Walsh explained its location and suggested it was owned by Buckinghamshire Council. It was AGREED the Clerk would confirm ownership.

**(c) Community Plot**

**To consider the outline detail for a Community Plot at the London Road allotments.**

**P20/100** With most of the London Road plots now being taken, the location of a suitable area was considered. Cllr Worth suggested Hogtrough Lane; the Clerk commented that additional plots were being considered for renting and that it would be inappropriate to include a community plot amongst paid plots. Cllr Clare suggested the site of the old Skate Park; this was discounted due to the ground being unsuitable to support an allotment. It was AGREED councillors would consider a suitable location for the next meeting.

**(d) Funfair at Ashbrook**

**To consider a request from Phillip Green to operate the Funfair at Ashbrook in August.**

**P20/101** The Clerk outlined the application confirming Mr Green had stated he would operate within the Government and Showman Guilds guidelines for COVID-19. He recommended the Fairground should be supported once he had checked the operating procedures with Mr Green and satisfies himself they were appropriate for the event and would be maintained. Cllr Clayton raised concerns about the ability to social distance at such an event. Cllr Jarratt reiterated that from his experience of organising similar events, firm guidelines had been issued by the Government and Showman's Guild. Cllr Green raised a concern over closing times in general. Cllr Newcombe confirmed that Buckinghamshire would be unable to issue a policy stating that Buckinghamshire would have shorter licencing hours as that would be an unlawful policy. He suggested the Clerk writes to the authority for guidance on licencing hour adjustments. It was AGREED for the Clerk to contact Mr Green for clarification of how he will operate and the authority for advice on licencing hours.

**(e) Orchard Maintenance Visit**

**P20/102** Cllr Walsh reminded the Committee of the initial contract to have the orchard trees established. He stated the Clerk was now confident the Ground Team would be able to maintain the trees going forward from next year. It was **RESOLVED** to complete the contract for this year and then hand over maintenance to the Ground Team.

**15. COMMITTEE FUNCTION DURING COVID-19 LOCKDOWN**

**(a) To consider and agree the continuing arrangements for the Amenities, Finance and Staffing committees.**

**P20/103** Given the Finance Committee is resuming meetings, the Full Council and Planning have continued, it was suggested the Amenities Committee should also resume. Cllr Myers suggested the Staffing Committee should resume provided there was a suitable agenda. It was **RESOLVED** for the various committees to resume on this basis and it was AGREED the Clerk would organise the arrangements for the next Amenities Committee. The new Councillors will be invited to attend the meetings as non-members to gain experience and consider whether to join.

**(b) To consider Cllr Clares concerns regarding Zoom meetings**

**P20/104** Cllr Clare raised concerns about the public being aware they can attend meetings given the restrictions on Zoom and the reduced publications on agendas and minutes. The Clerk reminded the committee on the decision not to advertise the meeting link with the agenda to only allow genuine members of the public to join the meeting. Given the phased opening of the Clocktower, it was AGREED for the Clerk to examine the feasibility of utilising the notice boards for displaying the agendas and minutes.

**16. OTHER MATTERS**

**(a) HS2**

**(i) To receive an update and any recommendations for the working group.**

**P20/105** Cllr Walsh circulated a report prior to the meeting, and it was NOTED.

**(ii) To consider Cllr Claytons proposal for the PC Working Group to change its focus.**

**P20/106** Cllr Clayton thanked Cllr Walsh for the most recent communication from the Working Group. She stressed the importance of the mined tunnel option stating it was the answer for Wendover and thanked the Working Group for their considerable efforts to date. She then outlined the frustrations being witnessed by the lack of responses relating to the tunnel, no interest in cost savings and the fact the Government wants HS2 to go ahead regardless of community concerns. She highlighted the need for alternative solutions and mitigation of the environmental impact on Wendover during the construction phase. In summary, she proposed a refocus to address these concerns which may result in a different approach to the mined tunnel proposal. Cllr Walsh reminded the committee of the far-reaching subjects, relating to HS2, which the Working Group covers; including those already identified by Cllr Clayton. The intent being for the Government to recognise for themselves that the tunnel provides the practical economic solution. Cllr Gregory commented she recognised the Working Group was working on behalf of the community for the right reasons and that they should continue. Cllr Clayton suggested that keeping councillors better informed may help. Cllr Walsh stated he takes a balanced approach on providing details and encouraged councillors to ask questions.

**(b) Councillor Resignations**

**To accept the resignations of Cllr Duggan and Campbell and consider any actions**

**P20/107** Cllr Walsh confirmed their resignations and said he would be writing to them. The Clerk had conducted exit interviews with both councillors and will highlight any significant matters of concern.

**(c) Policy Reviews**

**To review the Ashbrook Railings Advertising Protocol, Clocktower Protocol, Document Retention Protocol and Footpaths Protocol**

**P20/106** The Clerk circulated the policies and they were NOTED. Cllr Myers highlighted the following:

- Ashbrook Advertising – Include no notices of a political nature.
- Clocktower Protocol – Include a statement on the safety of visitors.
- Footpath Protocol – Replace Buck CC with Bucks Council.

The Clerk confirmed a COVID-19 Staff Charter including a statement on visitors was displayed at the Clocktower. It was **RESOLVED** for the Clerk to incorporate the suggested amendments.

**(d) Time Capsule**

**To consider a replacement Councillor to lead on Cllr Campbells idea of providing a time capsule capturing features relating to the COVID-19 crisis.**

**P20/108.** Cllr Walsh supported the idea and requested a volunteer to lead on the project. Cllr Myers confirmed his support to lead, Cllr Durden-Moore and Clare offered their support for the project and suggested the Working Group approach local schools for their input. Cllr Green suggested the capsule be installed in the Clocktower Wall during the renovation or the Christmas Tree location. Cllr Walsh suggested these proposals may be considered. It was **RESOLVED** for Cllr Myers to lead the Working Group and contact the members.

**(e) St Marys Church**

**(i) To consider supporting the Church for a memorial to commemorate those who died from COVID-19.**

**P20/109.** Whilst appreciating the suggestion, Cllr Clayton suggested a memorial for all those who contributed towards supporting the community should be considered. Cllr Durden-Moore supported the

proposal and Cllr Bulpett highlighted any memorial must be dedicated to people who died from the Parish. It was AGREED for the Clerk to approach the Church for more detail.

**(f) Street Warden Thank You Event**

**To consider Cllr Myers suggestion for the GNS Wardens Event.**

**P20/110** Cllr Myers suggestions were circulated prior to the meeting and he reiterated it was an opportunity to to thank the Wardens and Clocktower staff for their efforts during the crisis. Cllr Walsh requested Councillors build on his ideas by offering further suggestion.

**(g) Community Awards**

**To consider a proposal to announce the winners to the Community Awards through WPC social media and the Wendover News and present the trophies once COVID-19 restrictions allow.**

**P20/111** Cllr Clare suggested consideration should be given to the exceptional work achieved by the numerous volunteers during the COVID-19 crisis. Cllr Worth reminded the meeting these awards were for achievement during the previous year and individuals supporting the COVID-19 response could be recognised next year. Cllr Jarratt asked if any individuals had been considered for the COVID-19 national award. Cllr Clayton outlined the arrangements for the Lord Lieutenants Awards. The Clerk highlighted the award Cllr Jarrett was referring to was different to the Lord Lieutenants. It was **RESOLVED** for the Clerk to go ahead and publish the Community Awards.

**(h) Internal Audit**

**To receive a report from the Internal Auditor for 2019-2020 and consider any recommendations.**

**P20/112** Cllr Bulpett outlined the considerable issues in conducting the audit remotely and the fact there were only two minor observations was excellent. She passed her thanks onto the Deputy Clerk for her excellent support confirming she had no concerns about the management of the accounts. This was supported wholeheartedly by the council

**(i) Annual Return**

**To inspect and approve the Statement of Accounts for 2019-2020, the Annual Governance Statement and sign the Annual Return.**

**P20/113** Cllr Walsh requested confirmation that the council AGREED with the statements. It was **RESOLVED** to accept the statements and given the circumstances Cllr Walsh confirmed he would be signing the documents in the Clocktower, the Clerk would then send them to the external auditor.

**(j) Quiz and Christmas Celebration Event**

**To consider cancelling the Annual Quiz and Christmas Celebration events due to COVID-19**

**P20/114** Cllr Myers confirmed he had all the questions ready and suggested the quiz be postponed until the Spring 2021. Cllr Durden-Moore suggested holding the quiz virtually. Cllr Myers suggested an alternative would be to conduct it through the Wendover News. Cllr Worth highlighted the event was to bring teams and people together and it was a social event as much as a quiz. It was **RESOLVED** to postpone the quiz until Spring 2021 and cancel the Christmas Event whilst maintaining the lights and trees.

**(k) Clocktower Phased Opening**

**To consider a proposal for the phased opening of the Clocktower for the Office Staff**

**P20/115** Cllr Clayton expressed concern about sanitisation of facilities and equipment and Cllr Myers expressed concern about lone working. The Clerk confirmed there will be a Staff COVID-19 Charter in place to address these concerns. It was **RESOLVED** to open the Clocktower following the terms suggested.

**(l) Rumseys – Manor Waste**

**To consider a request from Rumseys to locate tables on the Manor Waste and delegating the responsibility of allowing additional businesses on the Manor Waste to the Clerk**

**P20/116** Cllr Worth confirmed his support for the request. Cllr Bulpett asked where the queue for the Chemist would locate. Cllr Worth confirmed barriers would be placed to provide a clear passage for the queue. The Clerk confirmed he will be examining the area once the tables and barriers are placed to ensure compliance for the queues and social distancing. Cllr Jarratt expressed concern about the likely litter which could be generated. The Clerk confirmed that Mary Rumsey had assured him that tables will be cleared in a timely manner to avoid the accumulation of rubbish. Cllr Ballentine asked if Mary Rumsey appreciated this was time limited. The Clerk confirmed she did. Cllr Clare asked if No2 had requested to use the Manor Waste. The Clerk confirmed they had and that he requested a footprint plan to support their application because Tres Correnzones may also be interested. Cllr Green expressed a general concern about overflowing rubbish bins. Cllr Bulpett asked about licencing for food and alcohol sales. Cllr Bowles confirmed they would have to apply for a licence for alcohol to be consumed on the Manor Waste. It was **RESOLVED** for Rumseys to progress on a months trial basis and to delegate the authority for No2 and Tres Correzones utilising the Manor Waste to the Clerk.

**(m) 20 mph Speed Limit.**

**P20/117** This was discussed and considered at P20/085

**(n) Calisthenics Community**

**P20/118** This was discussed and considered at P20/086

**17. DATES OF FUTURE MEETINGS**

**P20/119** The date for the next Full Council meeting is 1<sup>ST</sup> September at 7.30pm.

**18. CONFIDENTIAL ITEMS**

**P20/120** The Clerk outlined the details and outcome of a recent complaint.

**19. CLOSURE OF MEETING**

**P20/121** As all business was transacted the meeting was closed at 10.00 pm.

Signed by *Tom Walsh*

Chairman to the Parish Council

Date: 1<sup>st</sup> September 2020

AVALC – Aylesbury Vale Association of Local Councils  
AVDC - Aylesbury Vale District Council  
BBOWT - The Berks, Bucks & Oxon Wildlife Trust  
BCC - Buckinghamshire County Council  
BOAT – Byway Open to All Traffic  
Cllr – Councillor  
CoT – Chamber of Trade (Wendover WCoT)  
C&RT – Canal and River Trust  
EMR – Ear Marked Reserve  
MVAS - Mobile Vehicle Activated Signage  
HoC or HoL – House of Commons or House of Lords  
HS2 – High Speed Rail II

PC - Parish Council  
PMG – Princess Mary Gate development  
POP – Partners on Petitioning  
RoW – Right of Way  
S106 - Section 106  
SC – Select Committee  
TfB – Transport for Bucks (BCC Highways)  
TWS – The Wendover Society  
HPC – Halton Parish Council  
WHS2 – Wendover HS2 (action group)  
TWS – The Wendover Society  
WCTC – Wendover Chamber of Trade and  
Commerce  
- 22 WG – Working Group  
WPC - Wendover Parish Council  
WSA - Wendover Swimming Association

I&E – Income and Expenditure  
LAF - Local Area Forum  
LAT – Transport for Bucks Local Area Technician  
LDP - Local Development Plan  
MUGA – Multi Use Games Area  
MVAS – Mobile Vehicle Activated Signage  
NP – Neighbourhood Plan  
NPSG – Neighbourhood Plan Steering Group