

Notice of the meeting of Turville Parish Council on Thursday 9th September at the Function Room of the Bull and Butcher, Turville commencing at 7.30 pm

Agenda

1. Apologies
2. Disclosure of interest in items on the agenda
3. To confirm the minutes of the Ordinary Meeting of 9th July 2015.
4. To report on matters arising from the minutes not on the agenda:

Meeting to be closed for a Public question and answer session

5. Alastair Nicholson, WDC Development Manager to attend the PC meeting to speak on WDC planning process.
6. Planning:
 - a. Enforcement requests raised by residents:
 - 15/00162/OP: Brackendale, Northend. Works taking place not as in approved plans. Case pending consideration by WDC
 - 15/00362/OP: Garsington Opera, Wormsley Estate, Stokenchurch. Development not being carried out in accordance to the conditions attached to the approved planning application. Case closed by WDC. The PC has received thank you notes from Wormsley estate and Nicky Creed, Garsington Opera, thanking the PC for their acknowledgement of the issues re the Garsington Opera enforcement complaint.
 - 15/00363/OP: Kites, Northend. Alleged building of a swimming pool without planning permission and erection of gate in conservation area. Case pending consideration by WDC.
 - b. WDC decisions:
 - i. 15/06509/FUL Tumblewood, Northend. Demolition of existing dwelling, annexe & outbuildings & erection of two storey detached 5-bed dwelling with detached garage sited north west of the dwelling. PC objected and had spoken to object at the WDC Planning Committee 29/07/15. WDC permitted the development at the Planning Committee.
 - ii. 15/06636/FUL Threeways Dolesden Lane, Turville Heath. Householder application for construction of roof extensions/alterations, first floor side extension, single storey rear extension, associated external/internal alterations and alterations to provide new access. PC no objection. WDC permitted.
 - iii. 15/06655/TPO Cobstone Mill Farmhouse, Turville Valley Road. Fell T2 larch, T3 Scots Pine and T4 Scots pine to ground level. PC no objection. WDC refused.
 - iv. 15/06761/FUL Fir Tree Cottage, 40 Southend Common, Southend. Householder application for installation of 10 solar panels to southwest roofslope. PC no objection. WDC permitted.
 - c. New applications:
 - i. 15/06933/FUL Southview, Northend. Householder application for removal of existing garage and erection of new single garage/study/utility room building to front. PC no objection.
 - ii. 15/06972/CTREE Turville Park Estate, Turville Heath. Works to various trees as per schedule WDC1. Majority of PC no objection.
7. Reports to be received:
 - a. Police
 - b. Northend- village association
 - c. Turville- village association

- d. Chairman's report
- e. Village Hall
- f. Northend water pressure problems.
- g. Any Meetings attended:

8. Himalayan Balsam:

Report from Cllr Nuttgens on the status of the work.

9. To receive a report on the placing of a 30m mobile phone mast in Turville Heath or Southend (BUC2018) to provide improved mobile phone coverage in the parish in particular in Turville village and the Turville Valley.

10. Undergrounding electric cables in Turville.

Clerk has written to SSE mentioning the PC's disappointment that this opportunity to deal with the unsightly transformer is not being used. No reply received as yet.

11. The parish council has a need to update its Standing Orders and Financial Standing Orders.

A proposal is placed before the council for a draft of updated Standing Orders and Financial Standing Orders to be considered by a working party with the intention to place a resolution before the council at its November meeting. Changes in Standing Orders are mainly affected by changes in legislation, in particular, The Transparency Code for smaller authorities, Localism Act 2011, Local Government and Accountability Act 2014, Openness of Local Government Bodies Regulations 2014, Local Audit and Accountability Act 2014. The parish council may wish to add to the minimum requirements of those standing orders included in legislation. It is permitted to do so as long as any standing orders do not contravene legislation.

12. The parish council Risks Assessment requires reviewing. RA attached. A possible deferral to the November meeting to be discussed.

13. Parish council assets: the asset register needs to be reviewed and any maintenance requirements of parish council assets need to be identified. The meeting to discuss the best way of dealing with the issue. Asset register attached.

14. Fly tipping issues in the parish.

15. WD Cllr Chris Whitehead has a small budget for local "worthy causes". He has asked us to let him know by the end of December if we have any projects that he could consider using this budget for.

16. Finance:

- a. Annual Return has been signed off by the External auditors, Mazars, reporting that "on the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met" and there were no "other matters not affecting our opinion which we draw to the attention of the council". (copies to be provided to the councillors, the notice boards and the website)

b. Bank balances:

Cleared balance Lloyds 28/07/15-	£ 7,503.53,
Nationwide 31/12/14	<u>£ 1,797.27</u>
Total	£ 9,300.80
less Aug/Sept payments	<u>£405.00</u>
Closing balance	<u>£8895.80</u>

c. Financial position as at 09/09/15:

Income	Income 2014/15 £	Year to date 09/09/15 £	Budget 2015/16 £	Expenditure	2014/ 2015 £	Year to date 09/09/15 £	Budget 2015/16 £
Precept	6500	3250.00	6500.00	Staff costs	3315	1388.75	3333.00

WDC grant	93	78.91	79.00	Admin Expenses	520	231.94	500.00
Filming	600			Insurance	265	265.00	277.00
Vat repayment	69			Grass cutting	210	150.00	350.00
Interest	5			Donations	100	0	100.00
				Subscriptions	208	78.48	175.00
				Maintenance	40	115.88	400.00
				Internal audit fee	20	20.00	20.00
				PC election	0	0	200.00
				Training	0	0	75.00
				Commons	0	0	3500.00
				Sundry	35	6.00	250.00
				Footpath improvements	1000	0	1000.00
				Vat	78	42.90	
Total income	7267	3328.92	6579.00	Total expenditure	5791	2298.95	10180.00

- d. Approve clerk's salary incl. working from home allowance August and September 2015 by S/O of £277.75 per month.
- e. For the purpose of Good Governance the election element of the budget should be adjusted from £200 to £1500 an overall increase of £1300. The WDC electoral services manager has informed the clerk that he will be calculating election expenses for parish councils imminently and those Parishes that were contested will be faced with a three way split of expenses incurred by the Returning Officer for the General/District and Parish this incorporating the administration leading up to polling day, polling day itself and the counting and verification of the ballot papers and votes themselves. Printing and other issues relating directly to the Parish election will be charged at the full cost e.g. ballot papers. The cost could be in the region of £1500. The PC will be able to fund these expenses from reserves.
- f. At the November meeting the budget for 2016/17 will be considered. Councillors to think about plans for the next year. For your information the rounded actual income and expenditure figures for the previous year have been included above. The papers for the November meeting will provide full year estimates.
- g. To approve and sign the following payments;

Cheque number	Cheques to be approved:	Description	£
000170	RJ Symes & Son	Inv 4511/4550, grass cutting July/Aug	54.00
000171	D Hansen	Clerk's expenses August/Sept incl new glass and frame for Turville phonebox @ £24.72	73.25
	Total		127.25

- 17. BCC have notified the clerk of the following roads closures:
 - a. Holloway Lane: 28/09/15-30/09/15 approx. 1100m at Spinney Farm for work by Thames Water
 - b. U648 Dudley Lane, from Roundhouse Lane to Skirmett Road (outside our parish) for road planing and patching, resurfacing and associated works. Temporary prohibition of through traffic, duration of work 6 days.
- 18. To confirm date of the next Meeting Thursday 12th November 2015 at 7.30pm at the Bull and Butcher, Turville .

Deirde Hansen, Clerk to the Council

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The Meeting is open to the public and members of the press.