

**Minutes of the Parish Council Meeting of Piddington & Wheeler End Parish Council held on Tuesday 8<sup>th</sup> May 2018 following the Annual Meeting of the Parish Council in Piddington Village Hall**

**Present: Cllrs Mr S. Digby – Chairman, Mr N Cloke, Mr A Hackett, Mrs J Redfern, Mrs J Roy, Mr A Stevens.**

**County Councillor Mr D. Hayday.**

**Clerk – Mrs H Glasgow.**

**Apologies were accepted from: Cllr Mrs W. Pitcher. District Councillors Mr I. McEnnis & Mrs J. Teesdale.**

**Members of the public: 3**

**Members questions**

**229.1 Attendance and acceptance of apologies for absence.**

None.

**229.2 Declaration of disclosable pecuniary interests relating to items on the Agenda.**

None.

**229.3 Minutes - To confirm and sign the Minutes of the April Meeting.**

Council confirmed the minutes to be a true and accurate record. The Chairman signed the minutes.

**229.4 To agree to purchase a picnic bench for Piddington Playing Fields – retrospective.**

Council purchased a picnic bench at the cost of £400.00.

Council retrospectively agreed this.

The Clerk advised Council that according to the manufacturers instructions the bench should be fixed to the Ground. Councillors asked the Clerk for James Glasgow to build the bench on-site and Cllrs Cloke and Redfern would make a site visit and assess if the bench needs to be fixed to the ground.

The Clerk will make contact with Councils insurance company and advise Council.

**229.5 To consider the closure of the 2 bus stops at Piddington Turn, Old Oxford Road, Piddington**

Cllr Cloke reported that the 2 bus stops right at the far end of the village are hardly in use and therefore asked Council to consider the closure of both.

Council agreed to the closure of the bus stops. A notice has been displayed on the bus stops and they will be closed in June.

Cllr Cloke suggested BCC might re-site the waste bins to a more practical position, at the bottom of Princes Street and on the Old Oxford Road.

**229.6 To consider a donation towards the Silent Solider Campaign.**

Council agreed to donate £100. The Clerk will raise a cheque at the next meeting.

**229.7 To discuss the ‘Stick and flick’ campaign.**

Cllrs Cloke, Digby, Redfern, Stevens and Roy will meet and discuss the campaign further. A report will follow at a future meeting.

**229.8 To discuss the ‘Piddington against plastic’ campaign.**

Cllrs Cloke, Digby, Redfern, Stevens and Roy will meet and discuss the campaign further. A report will follow at a future meeting.

**229.9 To adopt the Parish Councils Risk Assessment.**

Council adopted the Risk Assessment.

**229.10 To review the Financial Regulations.**

Council noted and adopted the updated financial regulations.

**229.11 ACCOUNTS :**

**i. Approval of invoices submitted for payment in May.**

Cheque no	Expenditure	Subtotal	VAT	Total
1777	Mrs H Glasgow - Clerks Salary April	£ 421.60	£ -	£ 421.60

373/18

1778	BCC pension for Mrs Glasgow April	£	167.24	£	-	£	167.24
1779	HMRC April	£	105.20	£	-	£	105.20
1780	Mrs H Glasgow - Clerks expenses	£	353.58	£	70.72	£	424.30
1781	Chris Smith	£	40.00	£	-	£	40.00
1782	mh-p internet ltd	£	15.98	£	3.20	£	19.18
	<b>Total Expenditure</b>	<b>£</b>	<b>1,103.60</b>	<b>£</b>	<b>73.92</b>	<b>£</b>	<b>1,177.52</b>
	WDC	£	11,528.15			£	11,528.15
	<b>Total Income</b>	<b>£</b>	<b>11,528.15</b>	<b>£</b>	<b>-</b>	<b>£</b>	<b>11,528.15</b>

## Statement of Account

Opening balance - 05/04/18	£	20,815.74
Less approved expenditure	£	671.37
Income - WDC Precept	£	11,528.15
<b>Total as at 30/04/18</b>	<b>£</b>	<b>31,672.52</b>

## Unpresented cheques

1768	BCC pension for Mrs Glasgow March	£	96.20
1774	Best Kept Village Competition	£	25.00
1775	Piddington Horticultural Society	£	300.00
	<b>Total</b>	£	421.20

- ii. To receive and note the internal auditors report.

Council noted that the Internal Auditor raised no issues.

- iii. Consider and sign the Annual Governance Statement.

Council considered the Annual Governance Statement. The Clerk and Chairman signed this.

- iv. Approve and sign the accounts for 2017/18 as at 31/03/18.

Council approved the accounts, The Clerk and Chairman signed this.

- v. Note and approve the Asset Register as at 31/03/18.

Council noted and approved the asset register.

- vi. To consider the revised salary scales for The Clerk.

Council agreed to increase the Clerks salary to £15.54 ph.

- vii. To discuss the renewal of the Parish Councils insurance premium.

The Clerk presented Council with a quotation. Council asked the Clerk to find out the quote for public liability cover only.

The Clerk will contact the Insurance Company. The Insurance premium will need to be agreed before the next Council meeting as the renewal date is 1<sup>st</sup> June 2018.

## 229.12 Clerks Report and Correspondence.

Correspondence Received

- i. Consultation: unauthorised developments and encampments – NALC
- ii. Submission of the Wycombe District Local Plan for Examination - WDC
- iii. West Wycombe Combined School are holding a May Fayre on Saturday 12<sup>th</sup> May at 12 noon, all welcome.
- iv. Project Griffin Training – WDC 23<sup>rd</sup> July 2018
- v. Chiltern Conservation Board – enews

- i. The 'Big litter pick' has been advertised on the Facebook site for Saturday 2<sup>nd</sup> June 10am – 12 noon.
- ii. The picnic bench has been ordered and has been delivered.
- iii. I have asked The Chiltern Society to go ahead with the footpath maintenance programme as specified.
- iv. I have sent Cllr Roy a consent form to be distributed to those who are named on the emergency plan.
- v. I have completed the Year End Accounts.
- vi. I have submitted the VAT return.
- vii. I have completed the documents for the Internal Audit.
- viii. Further updates on GDPR. BALC may be able to offer services for a DPO if the I&E is under £100k. NALC and BALC are lobbying to withdraw the need of DPO's for Parish Councils. Nothing has been confirmed yet. Councils are expected to continue to get ready to comply with GDPR.
- ix. I have raised the issue of the planted hedge in Wheeler End with WDC.
- x. Judging for the best kept village competition takes place between 1<sup>st</sup> June and 7<sup>th</sup> July.
- xi. The AED Checks have been carried out.
- xii. Cllr Roy and I visited Old Piddington Lane to look at the footpath / bridleway that was raised by a
- xiii. There is 1 allotment plot now available.
- xiv. When signing the cheques, cheque stubs and invoices – 2 Councillors must sign all of these.
- xv. The Clerk has done 8 hours overtime spent on GDPR and Year End.

229.13 Planning Applications – None.

229.14 Members Questions and Statements

A Councillor received a complaint about the music at the Dashwood Arms. The Complaint would need to be raised with WDC.

There is a 5mph sign on the north track at Wheeler End Common. If you are driving up Chipps Hill the sign cannot be seen. The Clerk will ask if a new sign can be put in.

It was reported that the telegraph poles at Wheeler End Common are still wobbly. The Clerk will contact WDC. Wheeler End Common residents will organize a little pick.

Council agreed a donation of £100 to the Wheeler End summer party. The Clerk will raise a cheque at the June Meeting.

229.15 Date of next meeting – **Tuesday 12<sup>th</sup> June 2018 at 7.30pm in Piddington Village Hall**

The Chairman closed the meeting at 8.39pm

Signature..... Date.....