

# Granborough Parish Council

Minutes of the Annual Meeting of Granborough Parish Council

Held in the Village Hall on Tuesday 22<sup>nd</sup> May 2018

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**Attendees:** Cllr Barclay, Cllr Marchant, Cllr Oakland (Chair), Cllr Wattam, Cllr Wright, Clerk Tors Firth, County Cllr Chilver, and 0 members of the public.

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**21. Election of the Chairman of the Council;**

*Resolved:* Cllr Philip Oakland was appointment Chairman and signed the Declaration

**22. Election of the Vice Chairman of the Council:**

*Resolved:* Cllr David Smedley was appointed Vice Chairman in his absence, the Declaration will be signed at the next meeting.

**23. Register of Interests:** All Councillors confirmed their Register of Interests Forms

**24. Receive Apologies:**

Council accepted apologies from Cllr Smedley due to being on holiday

**25. Declaration of Interests in items on the agenda:** None

**26. To confirm the minutes of the last meeting;**

Minutes of the meeting held on 17<sup>th</sup> April 2018 were accepted as a true record.

**27. Working Parties/Responsibilities;**

a. *Resolved;* Devolved Services representative for 2018/19 will be Cllr Oakland

b. *Resolved;* Neighbourhood Plan working party will be Cllr Oakland & Cllr Smedley

c. *Resolved;* Planning/Development working party is no longer required

d. *Resolved;* MVAS Responsibility for 2018/19 will be Cllr Wattam

e. *Resolved;* Play Area Responsibilities for 2018/19 will be All

f. *Resolved;* No new working parties/responsibilities are required at this time

**28. Outside Bodies; To appoint representative to attend the following;**

a. *Resolved;* Cllr Smedley & Cllr Oakland will be Village Hall Trustees

b. *Resolved;* Cllr Smedley & Cllr Wright will attend the Winslow Local Area Forum

c. *Resolved;* Cllr Smedley will attend the NBPPC meetings

d. *Resolved;* It was decided not to send a representative to BCC Parish Liaison Meeting

e. It was suggested that the Council may wish to send a representative to HS2 and East West Rail meetings. Cllr Wright will forward on information.

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## 29. Review the under-mentioned council documents;

**Resolved** all updated with current contact details and updated reviewed dates

- a. Standing Orders (New)
- b. Financial Regulations (Updated)
- c. Data Retention Policy (New)
- d. Data Protection Policy (New)
- e. Privacy Notice (New)
- f. Councillor Briefing (New)
- g. Complaints Procedure (Updated)
- h. Code of Conduct (Updated)
- i. Equality Policy (Updated)
- j. Assets Register & Risk Assessment.

## 30. Finance;

- a. **Resolved;** To accept the accounts for April 2018
- b. **Resolved;** The following payments were ratified;  
008 £45 Village Hall Hire, no VAT included  
009 £11,350 credit Precept First Payment, no VAT included  
010 £\*\*\*.\*\* Clerk pay April, no VAT included  
011 £456.00 RTM Grass Cutting, £76 VAT included  
012 £70 Orchard Consulting Internal Audit, no VAT included  
013 £\*\*.\*\* Clerks expenses April, no VAT included  
014 £102.93 E.on Street Light Electricity, £4.90 VAT included  
015 £45 Stretton Services, web hosting, no VAT included
- c. **Resolved;** Council agreed the bank reconciliation and variances documents for Audit
- d. **Resolved;** Council agreed and signed the Annual Governance Statement and the Accounting Statement 2017/18.
- e. **Resolved;** Council agreed to the annual insurance renewal with Inspire, through Came & Company costing £846.35.

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## 31. Councillor/Clerk;

- a. **Resolved;** To accept Cllr Smedley's proposed letter to Rt Hon Brokenshire MP regarding the Unitary Authority proposal.
- b. **Confirmed;** The Clerk will receive the SLCC agreed pay award for 2018/19, resulting in an hourly increase of £0.243

## 32. Planning;

- a. **Resolved;** To agree a Consultee response of "No Objections" to application 18/01713/APP at The Old Vicarage on Green End, to convert a barn to a two story dwelling.
- b. **Confirmed;** The following update was received from ADVC;  
18/00447/APP 20D Green End replace with new dwelling – awaiting decision  
18/00786/APP Village Hall – awaiting decision  
18/00916/ALB & 18/00915/APP 19 Winslow Road extension – awaiting decision

## 33. County Council: Highways, Footpaths & Footways

- a. The Clerk will tell TfB about a large pothole on Green End, and also report the dead badger on Marston Road, near Litre meter.
- b. **Confirmed;** TfB have marked the potholes they intend to repair, with white crosses. Bates Close footway and road are still on the list for resurfacing in this financial year.

## 34. Recreation Ground;

- a. **Resolved;** Cllr Wattam and Cllr Oakland will tighten the zipwire cable.
- b. **Resolved;** Inspection Reports indicate no further action is required at this time.
- c. **Confirmed;** The new litter bin will be fitted by Roy Randles.

## 35. Street Lighting and Parish Council Assets; No new issues were raised

## 36. Devolved Services;

- a. **Resolved;** To accept the annual report for Bucks County Council
- b. **Confirmed;** The contractor advertising sign has been removed from the verge on Marston Road.

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- c. **Resolved;** No additional requirements at this time, but Cllr Oakland will speak to RTM about a lack of strimming taking place during the village grass cuts.

**37. Neighbourhood Plan;**

**Resolved;** Since all attendees at the Neighbourhood Plan meeting with the exception of 1, agreed that a Neighbourhood Plan is required, the Parish Council will initiate proceedings. The Clerk will ask Stephanie Buller to provide a variety of dates for an initial meeting.

**38. Outside Bodies;** No updates reported, it was noted that the Clerk will attend a planning course on 24<sup>th</sup> May.

**39. District and County Updates;**

Cllr Raven attended the Village Meeting, rather than the Parish Council meeting. Cllr Chilvers provided a written report to the Council.

**40. Post and Consultations;**

- a. Request to contact our MP regarding lack of consultation for the Oxford to Cambridge expressway, from BBOWT. **Resolved;** Proposed letter to be sent.
- b. Neighbourhood Planning HIVE Event invitation on 6th June at Reading University
- c. Parish Liaison Meeting notes from 2nd May
- d. Various Communications regarding GDPR including the decision to drop the necessity for Parish Councils to employ a DPO.
- e. Notification of small grant scheme in connection with the Silent Soldier Campaign
- f. Various communications from both County and District Councils regarding the Unitary Authority proposals
- g. FOI enquiry from James McBeth regarding publication of Minutes
- h. Minerals & Waste Consultation extension
- i. Notification that HGV drivers have been parking/blocking Green End
- j. Winslow LAF Funding Update
- k. Notification of the Wycombe District Local Plan submission

**41. Items for the Next Agenda;** To raise any items for the next agenda

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**42. To agree a revised date for the next meeting;** 19th June 2018

The meeting closed at 20:54

Signed: \_\_\_\_\_

Date: \_\_\_\_\_