

Gawcott with Lenborough Parish Council

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10th May 2024

Dear Councillors and Residents,

I hereby give you notice that the Annual Meeting of the Parish Council will be held at the Gawcott Village Hall on **Thursday 16th May 2024** at 7.30pm.

All Members of the Council have been summoned to attend for the purposes of considering and resolving upon the business to be transacted at the meeting set out below. The public are also invited and are welcome to attend and before the Parish Council meeting there will be a period of public participation.

P Molloy
Parish Clerk

AGENDA

1. Election of Chairman

Nomination and election of Chairman, followed by the signing of Acceptance of Office.

2. Election of Vice Chairman

Nomination and election of Vice Chairman, followed by the signing of Acceptance of Office.

3. Period of Public Participation

4. To receive updates from Buckinghamshire Councillors

- Council yard on Preston Road – causing increased traffic on Main Street.

5. Apologies

Council are asked to receive apologies.

6. Declarations of Interest

To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 section 32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations.

7. Minutes

Council are asked to approve the minutes of the meeting of the Parish Council held on the 18th April, ref: GwLPC/01/24-25 – copy attached.

8. Appointments to Committees/Groups/Areas

9. Review Policies

Review and adoption of Standing Orders, Financial Regulations, Complaints Procedure and Financial and Management Risk Assessment.

10. Asset Register 2024-25

Review and adoption of Asset Register.

11. Finance

- 11.1. Council to note the 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
- 11.2. Council are asked to agree and make the following payments;
 - P Molloy: £772.55 – April net salary and expenses (printer ink and S171 licence application)
 - P Molloy: £585.95 – Oven and fridge for the pavilion
 - HMRC: £45.40 – PAYE Molloy for April
 - 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
 - Other post Agenda publication invoices.
- 11.3. Council to note payments made by direct debit or standing order;
 - A R G Hall: £130 - Securing the playing field gate for April.
 - Perceptive Creation: £30 – Managing and hosting website for April.
 - Buckinghamshire Council: £120.05 – April waste collection from pavilion.
- 11.4. Council to note 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.
- 11.5. Council to review/resolve April bank statements.
- 11.6. Council are asked to review and agree the payments, receipts and bank account year to date summaries as at 30th April 2024.
- 11.7. Internal Audit 2023-24 – Council to note that the internal audit has been carried out. A copy of the internal audit report was circulated on the 29th April – Council to review and consider the recommendations. The Council are also asked to review the Internal Audit which has been completed and signed, page 3 of the return.
- 11.8. Annual Governance Statement for 2023-24 – Council to review and approve and the chairman to sign the Annual Governance Statement 2023-24 (page 4).
- 11.9. Accounting Statements for 2023-24 – Council to review and approve and the chairman to sign the Accounting Statements 2023-24 (page 5).
- 11.10. Council are asked to review and approve the Bank Reconciliation, Explanation of Variances and the Asset Register for 2023-24.
- 11.11. Council to resolve the 2023-24 audit for submission to the External Auditors.
- 11.12. Council to note the dates for the exercise of public rights will be the 3rd June to 12th July.
- 11.13. Council to note VAT claim made for 2023-24 of £5971.31.

12. Planning

- 12.1. Council to consider 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
 - 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, Buckingham
- 12.2. Council to consider any applications received following the issue of this agenda.
- 12.3. Council to note 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, Gawcott
- 12.4. Council to note 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
- 12.5. Land at The Rise – Council to note letter sent objecting to the proposal. Council to review email and attachments received from residents which includes 200 plus objections and 1 approval, circulated on the 9th May.
- 12.6. Planning agent on behalf of Wates - meeting arranged for the 16th May.
- 12.7. Osier Way – Council to note the six potential street names have been agreed.
- 12.8. Other planning issues:
 - Buckingham Neighbourhood Plan.
 - Grendon Prison.
 - Travellers, Radclive Road and Preston Road.

13. Highways

- 13.1. HS2 Road Safety Fund – Works due to be carried out between May-July 2024. Requested an update.
- 13.2. HS2 traffic. Site visit/tour on the 22nd May (Councillor White attending).
- 13.3. Radclive Road speed limit reduction.
- 13.4. Highways and lighting.
- 13.5. Traffic data.

- 13.6. Speed sign – S171 Licence submitted. Possible install of poles on the 23rd May. Speed sign ready to be delivered. Await cost for GRB to remove old pole.

14. Maintenance and Environment issues

- 14.1. Drainage improvements in Main Street. Phase 2 – progressing with the design, statutory utilities need to be diverted.
- 14.2. Residents Flood Response Group – Risk assessment to be completed. Council await response from insurers, then a response can be sent to the group.
- 14.3. Hodding Wood.

15. Pavilion, Playing Fields and Play Area

- 15.1. Pavilion – Clerk to update regarding works. Await additional costs for shelving and repairs to some wall tiles.
- 15.2. Football club.
- 15.3. Cricket club.
- 15.4. Nxt Level Coaching.
- 15.5. Play Area – Council to note, annual inspection carried out. Inspection report received, to be reviewed. Volunteers required for monthly visual inspection.
- 15.6. All weather pitch.
- 15.7. Caretaker.
- 15.8. Pavilion electricity – Council to review and agree new fixed business plan.
- 15.9. Playing field – Issue with flooding/drainage. Drainage beneath Lenborough Road needs to be increased.

16. Other Parish Council Business

- 16.1. Defibrillator at the Chapel – Await agreement.
- 16.2. Gawcott Newsletter – 20th May cut-off date.
- 16.3. Website – Financial Information page is being restructured, additional cost of £15-£30. Council to resolve Accessibility Check/Audit to be carried out, approximate cost £75.
- 16.4. Council to review Biodiversity Policy, as circulated on the 8th May.
- 16.5. Council to review request from the school regarding additional signs.
- 16.6. Council to review and resolve insurance renewal.
- 16.7. Council to review action list.

17. Community

- Village Hall report
- Solar Farm report
- Community Group report

18. Meetings, Events and Training

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

19. Dates of next meetings – Council to note:

13th June, 11th July, 8th August (tbc), 12th September, 10th October, 14th November & 12th December.