

MINUTES of a MEETING of WINSLOW TOWN COUNCIL held on THURSDAY 3rd May 2012,
At 7pm in the Council Chamber at 28 High Street, Winslow.

	<p>Present: Cllrs Monger, Barry, Castle, Chambers, Eatwell, Gibbs, Knight, Payne, Reeve, van de Poll and Wiseman Apologies: Cllrs Cawte (family) – accepted AVDC Cllr Mrs Renshell Clerk: B Bradford 1 Member of the Public and 1 Member of the Press were present</p>
12/64	<p>Election of Chairman Cllr Monger was elected unopposed for a 2nd consecutive year of office and duly signed the appropriate Acceptance of Terms of Office of Chairman witnessed by the Clerk. Election of Vice Chairman Cllr Barry was elected unopposed for a 2nd consecutive year of office</p>
12/65	<p>Declarations of Interest in matters to be discussed: Personal: Cllr Castle - as Friends of Winslow Youth Centre in matters relating thereto.</p>
12/66	<p>Minutes of Meeting on 5th April 2012 RESOLVED that the minutes be signed as a true record. Matters Arising: 12/45 The Chairman reported that no progress on the review of administrative staffing current and future requirements had yet been made due to pressure of work for all parties. 12/44 The Clerk proposed Saturday 19th May at 11am as a suitable time for the unveiling of street names Browns Close and Rolfe Close with members of the relevant families. This was agreed and suitable arrangements would be made. 12/51 Cllr van de Poll reported speaking with BCC's Marcus Rogers, yet a formal response was still outstanding, the Deputy Clerk was requested to write again stressing the need for the principal of requirement for community consultation to be addressed.</p>
12/67	<p>Report of the Amenities Committee Members noted the draft minutes of meeting on 17th April CCTV (12/49 & A12/40) noting that comparative quotes had now been secured which highlighted the potential problems of diverse operating systems, Members RESOLVED that the committee progress with the current contractor the relocation of cameras from RBL Hall to the Public Hall and the simultaneous upgrade of equipment as previously proposed.</p>
12/68	<p>Report of the Development Committee Members noted the draft minutes of meeting on 18th April New Homes Bonus (D12/85) Members noted that an invitation to the relevant AVDC cabinet members and Officers had been sent by the Committee alongside an invitation to Haddenham, Wendover and Buckingham Councils to join Winslow in progressing this issue.</p>
12/69	<p>Community Development Plan (CDP) (D12/86) Members unanimously RESOLVED to accept the recommendation to progress such a plan, in preference to a Neighbourhood Development Plan (NDP) due to the Member time commitment, level of professional skill required, cost implications (around £70,000) and other requirements to achieve a robust NDP, which might then be rejected by the community at referendum. The recommendation is to progress a CDP in close liaison with AVDC officers in order that its key elements are incorporated in the Vale of Aylesbury Plan (VoAP) and thereby provide cohesion and resilience. Cllr Monger reported that initial proposals for the VoAP would indicate a housing allocation figure for Winslow of 200 homes in the 1st 10 years of the plan with a further 200 in the second 10years conditional on the realisation of East/West Rail. There will be opportunity to respond to this proposal and Cllr Monger proposed Council set aside time on Council's June agenda to discuss Winslow's response to the imminent outline VoAP recommendations for housing and jobs.</p>
12/70	<p>Winslow & District Local Area Forum (D12/90) the Committee will respond to the current BCC Scrutiny consultation, Members were encouraged to attend the forum and make their own responses as the forum is for appropriate use by all local authorities to inform and respond to the public. Winslow's particular forum is not well run or supported, but other areas' are.</p>
12/71	<p>Station Road Valeting - Members reported that fliers advertising this facility which is operating outside planning permission had been distributed door to door this week. Cllr Monger undertook to investigate the legal status of this and A Board advertising with AVDC Enforcement team.</p>
12/71	<p>Report of the Events Committee There has been no meeting of the committee, since last Council meeting however Jubilee Celebrations the Working Party met on 24th April and will next meet on 8th May, all arrangements are progressing well with widespread publicity now in hand and enthusiasm growing. Olympic Torch Members noted there had been no further updates from, or meetings with, the Torch Relay Team since 29th March. Arrangements for the working party's event on the Market Square are progressing.</p>
12/72	<p>Report of the Resources Committee Members noted the draft minutes of meeting on 19th April War Memorial Institute Fund (R12/39) RESOLVED to accept recommendation that Buzz Club receive further grant of £150 for National Playday event in August.</p>
19.35	<p>Cllr Gibbs left meeting</p>

19.40	<p>Sports Club Lease (R12/32) the final copy had not yet been received so could not be authorised for signature. The new Sports Club Chairman, elected at the EGM on 29th April, is Dennis Corben with 2 vice chairmen now also in place. <i>Cllr Gibbs rejoined the meeting</i></p>
12/73	<p>Business of the Annual Council Meeting Cllrs Monger, Barry, Reeves and Knight with Mr Knight and the Clerk had met as a working party on 24th April to review all Council policies and procedures. A schedule of proposals had been circulated to all members with the agenda. <u>Delegation arrangements:</u> RESOLVED no change <u>Committee Terms of Reference</u> RESOLVED to accept the proposed minor amendments <u>Committee Membership</u> It was noted that Cllr Chambers had requested to move from Events to Development, as no other members wished to change their membership RESOLVED that there be no change. The Chairman reminded Cllr Chambers that he, and any member, was welcome to attend and contribute to Development Committee, or any other committee, meetings, without a vote. <u>New Committees</u> RESOLVED that no new committees are required <u>Standing Orders, Financial Regulations</u> RESOLVED to accept the proposed minor amendments to these and Financial Procedures, noting in particular the increase at 3.5 of Financial Regulation in the amounts the Clerk is authorised to spend within budget, without reference to Members to £100 and the amount authorised in consultation with the committee Chairman to £200. <u>Arrangements with and contributions to expenditure incurred by other local authorities</u> RESOLVED that the scheduled payment of £5,000 to AVDC to retain free car parking in Greyhound Lane Car Park be authorised. <u>Representation on external bodies and reporting arrangements</u> RESOLVED no change <u>Review of Inventory of land and assets</u> This had been undertaken by the Working Party and minor anomalies updated accordingly. <u>Review arrangements for insurance cover</u> noted that an extensive review had been undertaken and agreed by Resources Committee at last renewal and would be considered again at next renewal due 31st August. <u>Review of all memberships of other bodies</u> RESOLVED to accept recommendation that current subscriptions in place continued to be relevant and should be renewed when appropriate as follows: BALC , Information Commissioner, North Bucks Parishes Planning Consortium and Society of Local Council Clerks. Additionally that the newly introduced £10pa subscription to AVALC should be paid forthwith. <u>Procedures for dealing with Complaints, Handling Requests for Information under the FoI Act 2000 & Data Protection Act 1998, and for dealing with the Press</u> RESOLVED to accept the proposed minor amendments. <u>Dates, Times and place of meetings</u> RESOLVED that these remain per the current schedules with an additional meeting for determination of Precept on Thurs 27th November at 7pm and the Annual Town Meeting on Thursday 25th April 2013 at 7.30pm (venue to be confirmed). It was noted that information in the Winslow Parish News may be out of date. <u>Rents payable and Receivable</u> RESOLVED that the following remain appropriate: To: AVDC re 28 High Street Offices + storage £100pa + peppercorn AVDC re Market Square for Farmers Market nil Estate of Sir Edward Tomkins re Bowling Green £1pa From: Anytime Anywhere - Orange mast on Rec. £5,323pa Winslow Bowls Club re Bowling Green £1pa Winslow Cricket Club ground rent for sight screen £4pa Winslow Scouts ground rent for Scout Hut £5pa Winslow Sports Club - Rec Ground & Clubhouse £500pa Other Charges: FM stall rental (reviewed by Events Committee at budgeting) £25pm AVDC for cleaning ground floor of 28High Street £160pm <u>Other Policies/Procedures reviewed by Working Party:</u> RESOLVED to accept proposed minor amendments to: Signage & Flyposting Financial Reserves Policy Grievance Procedure (incl. Dignity at Work/Bullying and Harassment Policy) Grants Policy Disciplinary Procedure Policy for dealing with abusive, persistent or vexatious complaints and complainants.</p>
12/74	<p>Correspondence to Note: Residents re Avenue Road Zebra Crossing - Members noted the circulated exchanges and the response from BCC that they will undertake a further review. AVDC Councillor Allowances Review Panel - that for a parish of Winslow's size an allowance of £270 per member could be paid (with double for the Chairman). Resources to review the current level of payment in light of this and budget allocation.</p>

12/75	<p>Buckingham & Winslow Young Carers Youth Club (YC²) Letter of thanks for grant recently paid and request for further amount to be considered by Resources Committee.</p> <p>St Laurence PCC invitation to a Jubilee Civic Service at 11am on Sunday 3rd June.</p> <p><i>For Consideration</i></p> <p>Planning Applications (appeals by Town & Parish Councils) Bill RESOLVED that Council write to John Bercow re this opportunity for an early day motion. The Bill, if enacted would give a Parish which had objected to an application the opportunity to seek an appeal. Currently the only right of appeal rests with the applicant.</p>
12/76	<p>Clerk's Report:</p> <p>Annual Return for the Year ended 31st March 2012: Members noted the circulated form and relevant figures. RESOLVED that having responded Yes to all 9 questions on the Annual Governance Statement the Chairman sign both it and the Accounting Statement.</p>
	<p>Reports from Outside Bodies: none</p>
12/77	<p>Payments for signature:</p> <p>April payments (12/57) prior to despatch an error in the calculation of the value for cheque no Cheque 2546 (£337.50) was identified, it was cancelled and Cheque 2559 issued and signed for £209.25 in replacement. Cheque 2560 for £3, being 3 years (up to and including 2012) ground rent of the Bowling Green was issued and signed to enable despatch with a letter to the Freeholder.</p> <p>May payments Members RESOLVED to authorise the signature of the circulated list of cheques, plus 3 late receipts, totalling £15,055.08, as well as War Memorial Institute grant cheque £150 as above, by Cllrs Wiseman & Castle.</p> <p>Cllr van de Poll signed off bank reconciliations for financial year to date..</p>
12/78	<p>Winslow Youth Centre (12/59)</p> <p>Cllr Monger reported that:</p> <ul style="list-style-type: none"> ▪ he had met with 3 BCC Approved contractors and 2 local contractors to progress quotes for the anticipated building alterations. Floor plans had been made available, but no structural drawings. ▪ an impasse had been reached with BCC staff on progressing the bid, but a useful meeting with the cabinet member had followed early this week ▪ the long awaited (since mid February) building condition and survey reports were expected tomorrow ▪ As well as building costs, at least £500 would be required for a surveyor's report to specify joist requirements. ▪ Timing of alterations (during the summer break) are critical to the logistics of taking over the building while minimising costs to the community and maximising the benefits to all current and future users. ▪ At this stage he would recommend that negotiations continue and that Members should be prepared to be called to an Extra-Ordinary meeting to consider detailed plans to proceed with entering the appropriate Lease and Service Agreement as well as agreement of finance for the required alterations. <p>Cllr Castle reported that the Friends would meet on Tues 8th May and would welcome the opportunity to consider in detail the proposed alterations and contribute to the final specifications drawn up by Cllr Monger. Richard Pullinger is expected to resume chairmanship at this meeting.</p> <p>RESOLVED that Cllr Monger and the Clerk continue to progress towards a detailed scheme for Council agreement as soon as possible.</p>
12/79	<p>Annual Town Meeting (12/60) Members noted the excellent attendance and circulated draft minutes. Matters arising were agreed/reported as follows:</p> <ul style="list-style-type: none"> ▪ Amenities would consider the two proposals related to the War Memorial ▪ Cllr Monger had written to Gladman re FP10 as it joins the Swanbourne Road, and they will "look at it again" ▪ Cllrs Monger and Barry had visited neighbours of the Jubilee Games Area in Park Road. Both reported that all issues have already been addressed. However it was suggested that Council should in future "go the extra mile" in advance consultation with neighbours when planning any future developments. ▪ Library - further update received today from the Friends Chairman - that Winslow is talking to Haddenham and Wendover Community Groups and are now hopeful of moving forward with the scheme proposed to BCC some months ago.
12/80	<p>Options Day Centre In response to the recent announcement that this facility in Winslow will close in August prior to the redeveloped Buckingham Well Street Day Care Services "Hub" being available, Cllr Monger had prepared and circulated a letter to BCC seeking to retain the facility at least until the new facility is in operation. Members were unanimous in endorsing that the letter be sent after the incorporation of additional stress on the importance and appropriateness of a community based</p>

	<p>facility (i.e. a “satellite” Day Care Service) for Shaftesbury Court residents and the general community of Winslow. Having services delivered to Shaftesbury Court residents at Shaftesbury Court will be highly disruptive and is not considered to adequately meet their need.</p>
8.52pm	<p><i>Items For Information</i> Winslow Big Society Group - were unfortunately unable to attend this meeting, but would like to address Council about their work in June. <i>Meeting Closed</i></p>
	<p>Signed: (Chairman) at Meeting (date):</p>