

MINUTES of a MEETING of WINSLOW TOWN COUNCIL held on THURSDAY 1st November 2012,
At 7pm in the Council Chamber at 28 High Street, Winslow.

	<p>Present: Cllrs Monger (Chairman) Barry, Castle, Cawte, Chambers, Gibbs, Knight, Payne, Reeves, van de Poll and Wiseman Apologies: Cllr Eatwell (unwell) Clerk: B Bradford 2 members of the public & the Deputy Clerk were present as indicated</p>
12/156	<p>Declarations of Interest in matters to be discussed: Personal: Cllrs Castle & Payne - as a members of the Friends of Winslow Youth Centre</p>
12/157	<p>Minutes of Meeting 4th October 2012 RESOLVED the minutes be signed as a true record Matters Arising: 12/141 CCTV - viewing from office now operational for all 4 sites 12/153 Poppy Wreath a donation of £30 (as 2011) had been raised by cheque and sent. Cllr Barry invited all Members to join him in the Remembrance Day parade. 12/155 The Veterans Lunch was now oversubscribed following the change of venue to The Bell.</p>
	<p>Items Deferred: none</p>
12/158	<p>Report of the Amenities Committee Members noted the circulated draft minutes of the meeting on 16th October Outdoor Fitness Area (A12/128) RESOLVED that the Clerk formally acknowledge the Sports Club's enthusiastic agreement to siting of this new facility on the Sports Ground as presented by Cllr Barry at their meeting on 8th October Lions Bulb Planting (A12/121) All Members encouraged to assist: Sun am, 18th November Tree Plantings 2012 It was confirmed that no ash trees had been included.</p>
12/159	<p>Report of the Development Committee Members noted the circulated draft minutes of meeting on 24th October Neighbourhood Plan (D12/184) RESOLVED unanimously to accept the recommendation that WTC proceed, with the assistance of Bucks Community Impact and its partners, to progress towards a full Neighbourhood Plan, on the understanding that ultimately this may or not proceed to a fully registered plan, and that the cost could be up to £20,000 (as opposed to the previous estimate of around £50,000 to £80,000) such expenditure to be funded from General Reserves. Members consider this course of action prudent in order to ensure that the town's wishes in terms of potential development locations are presented as robustly as possible. Council will continue to work with AVDC to secure appropriate inclusions in the Aylesbury Plan. Development Committee were delegated to progress this item.</p>
12/160	<p>New Homes Bonus (D12/186) RESOLVED to accept the recommendation to write to Winslow's District and County Councillors to urge them to actively campaign for improved schemes for communities accepting development to directly benefit from NHB paid to AVDC and BCC. Delegated to Cllr van de Poll to draft appropriate letters including a representation to members of the AVDC Finance & Services Scrutiny Committee.</p>
12/161	<p>Report of the Events Committee Members noted the circulated draft minutes of meeting on 8th October Towing Vehicle (E12/117) It was requested that this item be reconsidered.</p> <ul style="list-style-type: none"> • Cllr Chambers agreed to draw up, and pass to the Clerk, a detailed specification of what is required of any vehicle and driver towing Council's trailer to be used for issue to every potential driver for signature. • Cllr Chambers was requested to present to Events Committee a detailed comparative schedule of all costs, benefits and problems associated with each of the following options: purchase of a suitable vehicle, hire of a suitable vehicle and hire of a suitable vehicle with driver.
	<p>Report of the Resources Committee not met in October due to lack of a quorum.</p>
12/162	<p>Correspondence Noted: Various invitations and consultations (for personal response) had been circulated to all members, and delegated to committee during the month, those of note included: BCC Devolved Services: an update NALC: update on schedules for precept setting for 2013-14. Legislative changes in the pipeline require this to be deferred to January 2013, however all preparatory work can proceed as planned at the meeting scheduled for Thurs 22nd November..</p>
12/163	<p>Clerk's Report Sports Club Licence for New Year's Eve: Members noted that the ad-hoc committee had met and approved an extension under the terms of the lease until 2am in this instance.</p>

12/164	<p>Register of Interests Members noted that these had now been submitted to AVDC for display on their website, and advice from SLCC Branch that a link to this from www.winslowtowncouncil.gov.uk would satisfy the requirement to display on the WTC site.</p>
12/165	<p>Vehicle Activated Signs RESOLVED that WTC is not prepared to pay an 11.02% BCC management fee on top of a £600 per site BCC Staff cost The Clerk will issue a cheque accordingly to settle BCC's costs for the Sheep Street and Granborough Road (outbound) installations. The Clerk would then commission our own contractors to install the Granborough Road inbound unit. It was understood that the final spend would be around £325 over budget which would be funded from General Reserves.</p>
12/166	<p>Invitation for the Mayor of Winslow to become a President of BACAB RESOLVED that this invitation be accepted as an ex-officio role.</p>
12/167	<p>Burial Ground Extension Transfer documentation Members noted that this had now been received, however the address detail is incorrect and there is a covenant included that is inappropriate and unanticipated. The Deputy Clerk will work with the landowners agent and solicitors to resolve this issue as Members indicated that they would not wish to accept the proposed covenant.</p> <p>Winter Weather preparations: a small amount of grit had been purchased from BCC on special offer and the Clerk would be using the Community Impact poster on noticeboards in an effort to identify possible volunteers in the community prepared to offer various forms of assistance in the community in the event of severe weather.</p>
12/168	<p>Reports from Outside Bodies: AVALC: AGM Saturday 3rd November. Chamber of Trade: Officers intended to step down at the recent AGM however as no new incumbents were forthcoming the AGM will be reconvened in January. Members were encouraged to support the CoT Barn Dance on Saturday 24th November in the Public Hall. Friends of Winslow Library: members had met recently and agreed to progress a proposal based on the Wendover and Great Missenden models, whereby BCC continue to run the building and a reduced staff, the Friends would undertake to supplement staff with volunteers and to undertake some fundraising activities. It is anticipated that BCC will progress this proposal and a public meeting to reinvigorate volunteering will be held, probably in January- 2 years on from the last public meeting.</p>
12/169	<p>Payments for signature: Members noted the circulated Income and Expenditure to date (including committed items) and RESOLVED to authorise the signature of the circulated list of cheques totalling £7,521.87 by Cllrs Castle and Wiseman as well as the anticipated item for Outdoor Lighting Solutions which would be in the region of £5,000. RESOLVED that Council would exercise its right to exclude the public and press from the meeting for discussion of matters relating to the Winslow Youth Centre due to the confidential nature of some of the third party information that would arise, pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960. Accordingly this item was moved to the end of the agenda.</p>
12/170	<p>Items For Information: A meeting of the trustees of the Winslow War Memorial Institute Fund would be held immediately following the Council meeting on Thursday 22nd November. The meeting would consider funds held, investment policy, income & expenditure and grant applications in hand. <i>The meeting was adjourned for public participation.</i> A resident expressed their personal and other members of the Royal British Legion's disapproval of any plans to remove Poppy Wreaths to hangers around the memorial at any stage. RBL members undertake to keep the area/wreaths in good order. Plans to add the names of civilians killed in the Wellington Bomber accident to the war memorial were also not welcomed. It was suggested that should a plaque of names be required, this could be erected at the site of the crash, the RBL Hall. The names are on a memorial inside the church. Mr J Chilver, AVDC member for the Claydons introduced himself and expressed interest in being involved in any liaison between East West Rail and local communities. This has been proposed as a topic for discussion at the Winslow Local Area Forum and should be progressed in January. <i>The meeting was reconvened and both Members of the public left.</i></p>
12/171	<p>Winslow Youth Centre (12/154) <i>The Chairman reminded members that all detailed information discussed and circulated under this item is strictly confidential.</i> Consideration was given to the recommendation (<i>in italics below</i>) arising from the Working Party meetings on 11th and 29th October: (summary of discussion at Council noted in plain type) <i>The Youth Centre Working Party recommends that WTC continues to pursue the lease of the Youth Centre Building from BCC subject to the following:</i></p>

1. *That a Budget showing the worst case operating cost for Youth Services (i.e. fully funded by WTC) together with the effect of the fund raising efforts either by charitable status or direct fund raising by the Friends running the service (on behalf of WTC) and transitional funding be prepared and fully verified.*

A revised "worst case scenario" 5 year budget had been circulated by the Clerk at the meeting and was acknowledged as being as "verified" as it is possible to be.

2. *That the proposed lease be examined and those points (if any) that are unacceptable be clearly indicated and be put to a meeting with a suitable BCC representative, and that the operation of the break clause be clearly understood*

The Lease and Service contract had been circulated prior to Working Party meeting, the Clerk had submitted questions, no further items had been received from Members.

Andrea Cochrane had advised that BCC Legal would not be responding unless WTC decide to progress. The Clerk was instructed to advise that the matter could not be considered further without responses to the issues already raised.

The break clause is clear in both the lease and service contract which are co-terminus. Should youth services not be delivered to a satisfactory standard the lease could cease immediately. Either party may give the other 12 months notice of intention to terminate the Service Contract and thereby the Lease.

3. *That the Working Party ascertain risk to reserves and be provided with a copy of the Friends of Winslow Youth Centre business and fund raising plans to assess viability, also that BCC be asked for the tariff relating to the Playgroup and Buzz Club to include any outstanding monies.*

The Clerk had included impact on reserves and an indication of the more general financial risks of Council over the next 5 years in the document described at 1 above.

Cllr Castle advised that Friends had secured various one-off grants that were allowing the Youth Cafe activities to continue for the time being. The contract with AV Youth for Christ expires in December some arrangement for continuation will need to be made.

Friends and WTC will need to review the bid documents and submit new Financial Plans that reflect all relevant changes.

WTC will be free to negotiate its own hiring or lease terms with Playgroup (the Buzz Club service has become part of Playgroup). The Clerk had met with Playgroup leaders in the last week and details were included in the information described at 1 above.

4. *That legal costs be estimated for all parties (including those relating to subleases) and who is liable to pay be clarified.*

The Clerk had included a figure in the information described at 1 above, but confirmation of liability had not yet been secured from BCC per their response noted at 2 above.

5. *That having clearly estimated the impact of taking on the Youth Centre the Town Council budget be reviewed to ascertain if a review of priorities and existing costs could mitigate the impact of the operation on the precept.*

The information circulated and referred to at 1 above included this information.

6. *The Working Party continues to meet on a monthly basis to:*

- *Monitor the process and progress*
- *Encourage transparency between all interested parties*
- *Identify and monitor any additional burden on staff resources that may be forthcoming*
- *Facilitate assistance to the charitable agency which provides youth services for Winslow, since their success will be linked to the Town Council in this undertaking*

The Working Party was requested to meet the following week and

- Elect a chairman
 - Verify that their recommendation is still valid and that they can answer the fundamental question: "Should Council submit a revised financial plan and, if accepted by BCC, sign the service contract and lease in order to secure continued and expanded provision of Youth Services from Winslow Youth Centre?"
- The objective of the Working Party Meeting is to be in a position to call an extraordinary meeting of Council if appropriate.

Members noted that Friends of Winslow Youth Centre will next meet on 12th November.

8.55pm

Meeting Closed

Signed: (Chairman) at Meeting (date):