

MINUTES of a MEETING of WINSLOW TOWN COUNCIL held on  
Thursday 14th. May 2020, at 7.00pm, on line.

	<p><b>Present:</b> Cllrs. Wiseman (Chairman), Bishopp, Cawte, Castle, Knight, Monger, van de Poll, Slevin and Wiseman.  <b>Absent:</b> Cllr. Rees. Apology accepted.  <b>Clerk:</b> C Loch. Deputy Clerk S Carolan  <b>Members of the Press and Public:</b> Bucks Cllrs. J. Chilver, S Renshell, B Stanier and S Raven. There were no members of the public present.</p>
20/01	<p><b>Election of Chairman and Deputy Chairman:</b>  Nominations for the offices of Chairman and Deputy Chairman were taken and members having voted it was RESOLVED that Cllr. Gordon Wiseman be elected Mayor and Chairman and Cllr. Colin Bishopp be elected Deputy Mayor and Deputy Chairman. Both Councillors declared their acceptance.</p>
20/02	<p><b>Declarations of Interest in matters to be discussed:</b>  None  <b>Consideration of Applications for Dispensation:</b>  Members Resolved to approve a dispensation until the Annual Meeting of 2021 (unless a prior election called) for members to speak and vote on matters related to the setting of the Precept, Winslow Neighbourhood Plan revision, East West Rail line, Growth Corridor and proposed Community Facility.</p>
20/03	<p><b>Minutes of Meetings held 2nd. April. 2020:</b> RESOLVED that the minutes be signed as a true record.  <b>Matters Arising:</b></p>
20/04	<p><b>Committees and Reports from members of Buckinghamshire Council</b>  <b>Amenities:</b> No matters were raised  <b>Development:</b> Members noted that the response to the MK Strategy for 2050 consultation had been submitted. It was also noted that Gigaclear had requested a meeting with Councillors. It was not considered necessary for Council to hold a meeting with them but all members were asked to submit notes on relevant local issues which could be of use to the organisation by May 20<sup>th</sup> to enable a response to be sent.  The planning application for the Co-Op extension was discussed and because of concern about the access arrangements through Greyhound Lane car park. it was RESOLVED that Development open discussions with the applicant to consider alternatives.  <b>Events:</b> Re-opening the market was considered and it was agreed that it would be unlikely to operate before September unless circumstances changed significantly.  <b>Finance and General Purposes:</b> There had been no further meetings but the matter of a request to adopt the public open space at the new Station Road development was considered. This was a complicated issue and had to be considered in the context of all relevant developments. The matter was referred to Development to make an initial investigation.  Bucks Cllr B Stanier left the meeting.  <b>Reports from members of Buckinghamshire Council</b>  Cllr. Chilver reported that work was suspended on the Winslow Centre demolition except for a hoarding being erected around the area of demolition. Some antisocial behaviour was being experienced and besides some strengthening of the perimeter there would also be increased security and police patrols. He also reported that TfB considered the visibility splays where Furze Lane met the Buckingham Road to be adequate but they had again contacted the Fremantle school to point out that the hedge was their responsibility.  Cllr. Monger reported on progress with hoarding at the Winslow Centre and felt that once in place they should ignore the public using the remaining open space. He had been in discussion on the relocation of the MUGA and a solution was much nearer.   The report from Cllr. Renshell would be circulated to members.   Cllrs. Chilver and Renshell left the meeting</p>

<p>20/05</p>	<p><b>Current Strategic Issues</b></p> <p><b>Growth Corridor</b>                      No further information to report</p> <p><b>East west Rail</b>                      Progress was being made with a lot of clearing and eco-mitigation works underway. The site compound had opened and work on the Furze Lane bridge would start shortly. One end of the Burial Ground car park would be required for work on a barrier but would cause minimal disruption. There was some concern over parking in the Burial Ground car park by walkers and minor contractors but EWR has undertaken to erect signage and ensure that contractors did not use the car park. More information in respect of works in the Spinney had been requested.</p> <p><b>Winslow Neighbourhood Plan revision:</b> The steering group would next meet on May 21st.</p> <p><b>Community Centre</b>                      The Council steering group had short listed four architectural firms to be invited to provide architectural services and three had expressed interest. They had now conducted site visits and a formal invitation to provide architectural services had been sent to them with a response requested by June 19th. Meetings would then be held to select a firm to be recommended to Council for the work. All the firms had relevant experience and were expected to make very good proposals.</p> <p><b>28 High St.</b>                              The Clerk reported that he considered it time to take further professional VAT advice on the building before the proposed community facility progressed much further. It was RESOLVED that he was authorised to make enquiries.</p> <p><b>Winslow Centre Redevelopment.</b> An update had been provided by Bucks Councillors as above but it was noted that further plans for the proposed Redfield Sports Hub had been received. These would be circulated to members and comments were requested by May 20th. Cllrs. Monger, Slevin, van de Poll and Wiseman would prepare a response for a further meeting with the project leaders in the near future.</p> <p>Cllr Monger left the meeting.</p>												
<p>20/06</p>	<p><b>Business of the Annual Council Meeting</b> All documents had previously been circulated for review.</p> <p><b>Meeting Dates:</b> Resolved that the existing Committee structure would continue and Committees would continue to meet as follows. Meeting dates would be scheduled but meetings would only be called if business required it.</p> <table data-bbox="316 1352 1452 1608"> <tr> <td>Council</td> <td>First Thursday of each month</td> </tr> <tr> <td>Amenities</td> <td>Bi monthly on the Third Thursday of each month with the option to meet on other months if required.</td> </tr> <tr> <td>Development</td> <td>Second Thursday with optional meeting on fourth Thursday</td> </tr> <tr> <td>F &amp; G</td> <td>Third Tuesday of June, Sept, January and March.</td> </tr> <tr> <td>Events</td> <td>Third Monday of June, Sept, Nov and January.</td> </tr> <tr> <td>Precept Meeting.</td> <td>November 26<sup>th</sup>.</td> </tr> </table> <p>The Annual Town Meeting to be scheduled for Thursday April 22<sup>nd</sup> 2021.</p> <p><b>Membership of Committees:</b> .</p> <p><b>Amenities:</b> W Castle, G Wiseman, L Rees and S Knight</p> <p><b>Development:</b> T Cawte, L Rees, R Slevin, R van de Poll, C Bishopp</p> <p><b>Finance &amp; General Purposes:</b> L Monger, C Bishopp, R Slevin, R van de Poll, G Wiseman</p> <p><b>Events:</b> T Cawte, S Knight, L Monger Non-Councillor: T Goosey,</p> <p>Membership would be considered again once the current co-option exercise was finalised.</p>	Council	First Thursday of each month	Amenities	Bi monthly on the Third Thursday of each month with the option to meet on other months if required.	Development	Second Thursday with optional meeting on fourth Thursday	F & G	Third Tuesday of June, Sept, January and March.	Events	Third Monday of June, Sept, Nov and January.	Precept Meeting.	November 26 <sup>th</sup> .
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## Representation on external bodies and reporting arrangements

RESOLVED that representation remain unchanged as follows:

### Council

Rogers Free School Trustees	Cllr Wiseman
Aylesbury Vale Association of Local Councils	Cllr Monger
Citizens Advice Aylesbury Vale	Cllr Monger

### Amenities

Winslow Charities: Cllrs. Cawte and Wiseman

### Development:

Winslow and District Local Area Forum: Cllr Cawte  
Winslow and District Community Bus: Cllr. Cawte  
North Bucks Parishes Planning Consortium: Councillors as available  
Aylesbury Vale Transport Users Group: Cllr. Cawte  
BC Parish Liason Meeting: Cllr. van de Poll

### Finance and General Purposes

Winslow Sports Club	Cllrs. Knight and Rees
Winslow Public Hall	Cllrs. Knight and Rees

Members re-affirmed their awareness of and commitment to the Code of Conduct and the obligation to ensure that Disclosure of Interest documents were current.

Members noted that membership of currently established steering groups would be:

### Community Facility Steering Group

R Slevin, C Bishopp

Winslow Neighbourhood Plan

R Slevin, R van de Poll, T Cawte, C Bishopp, and Monger.

The following items having been reviewed prior to the meeting it was RESOLVED that no amendments were necessary. The Asset Register and Financial Risk schedules were accurate and that the arrangement for Insurance correct.

- Review of Subscriptions
- Review of Annual Rents
- Review of Charges
- Review of Standing Orders
- Review of Financial Regulations
- Review of Policies
- Review of Terms of Reference
- Review of Insurance Cover
- Review of Asset Register
- Review of Financial Risk

### Councillor and Chairman's Allowance and Expenses:

RESOLVED to leave existing arrangements unchanged. It was further RESOLVED that expenses would be claimed against receipts but not subject to a limit.

**General Power of Competence:** *Members considered the General Power of Competence as provided in the Localism Act 2011 and noted the Council was not eligible in that two thirds of Members had not been duly elected.*

20/07	<b>Items Deferred from Previous Meeting:</b> none
20/08	<b>Reports from Outside Bodies:</b> There were no reports from the CAAV or AVALC. <b>Rogers Free Education Trust.</b> The next meeting would be held in June or July.
20/09	<b>Administration, Finance and Payments for Signature.</b>

	<p><b>Payments for signature:</b> Members noted the payment listing totalling £5, 621.86 RESOLVED to authorise the cheque payments to be signed by two councillors. To assist with minor purchases in future, the Clerk would organise a dedicated debit card funded by Council for £500 and reimbursed on an imprest system against an expense claim.</p> <p><b>Internal Audit:</b> The Clerk reported that the Internal Audit was unqualified and no points had been raised for comment. The report had been circulated.</p> <p><b>Annual Governance Statement.</b> Members consider the statements previously circulated and the adequacy of the Internal Audit. It was RESOLVED that the Chairman sign the statement for 31st March 2020. It was also RESOLVED to reappoint Arrow Accounting as internal auditors</p> <p><b>Annual Accounts Statement.</b> Members considered the statement for the period to 31<sup>st</sup> March 2020 which had been previously circulated and it was RESOLVED that the Chairman sign the statement.</p> <p><b>Co-option.</b> The electoral office had now given clearance to co-opt two replacement councillors. The casual vacancies were being advertised and would close on May 22<sup>nd</sup>. It was RESOLVED that Cllrs. Slevin, Castle and Cawte interview the candidates.</p> <p><b>Neighbourhood Police Lease:</b> The Clerk reported that Thames Valley Police had written to discuss the renewal of the subsidy for the lease on the Winslow office. The Clerk had responded to confirm that while Council had agreed in principle to a renewal, it could not be confirmed until the terms of a new lease and relevant information such as plans to move to the redeveloped Winslow Centre were known. As yet the Council had not received a response.</p> <p><b>NJC Award:</b> Members discussed the recommendation that had been put forward for the 2020 award. It was RESOLVED that in future the Council would pay staff in accordance with the recommended award.</p> <p><b>Data Protections and CCTV Officer.</b> It was RESOLVED that Cllr Slevin be appointed as the officer for WTC.</p> <p><b>Community Support:</b> The Clerk reported on work being done by groups such as the St. Laurence Food Cupboard and Big Society to assist the community during the Coronavirus emergency and RESOLVED that a grant of up to £250 per month be available to support such organisations. The Clerk was to liaise and allocate funds according to the needs of the organisers.</p>
	<p><b>Annual Town Meeting:</b> As it was not possible to hold the meeting in 2020 during the period as legislated Council could now only follow Government guidelines when issued. The meeting for 2021 would be scheduled for April 22<sup>nd</sup>.</p>
	<p><b>Correspondence:</b></p> <p><b>Bucks EV Charge Points:</b> Members considered a request to suggest further sites in the town. It was RESOLVED that the most useful sites would be in the car parks with the order of priority being the Public Hall car park followed by Greyhound Lane and then Market Square.</p>
	<p><b>Items For Information:</b></p> <p>The Clerk would be circulating mandate forms to existing signatories for a move to electronic banking.</p>
	<p>Meeting Closed 8:58 pm.</p> <p>Signed: ..... (Chairman) at Meeting ..... (date)</p>