

MINUTES of a MEETING of WINSLOW TOWN COUNCIL held on  
Thursday 9th. May 2017, at 7.00pm, in the Council Chamber, 28 High Street, Winslow

	<p><b>Present:</b> Cllrs. Castle (Chairman), Barry, Chambers, Chandler, Knight, Monger, Morton, van de Poll and Wiseman.  <b>Absent:</b> Cllrs. Slevin, T Cawte. Apologies accepted.  <b>Clerk:</b> C Loch Deputy Clerk present: S Carolan  <b>Members of the Press and Public:</b> AVDC Cllr. S Renshell and one member of the public were present</p>						
17/13	<p><b>Election of Chairman and Deputy Chairman:</b>  Cllr. Wiseman thanked Councillors and staff for their support during his term of office. Councillors also expressed thanks to Cllr. Wiseman for his work as Chairman.  Nominations for the offices of Chairman and Deputy Chairman were taken and members having voted it was RESOLVED that Cllr. Wendy Castle be elected Mayor and Chairman and Cllr. Harry Chambers be elected Deputy Mayor and Deputy Chairman.</p>						
17/14	<p><b>Co-option:</b>  Members considered the recommendation of the interview panel and RESOLVED that Mr. Stuart Alman be co-opted to fill the casual vacancy.</p>						
17/15	<p><b>Declarations of Interest in matters to be discussed:</b> None  <b>Consideration of Applications for Dispensation:</b> None</p>						
17/16	<p><b>Minutes of Meetings held 6th. April 2017:</b> RESOLVED that the minutes be signed as a true record.  <b>Matters Arising:</b> None</p>						
17/17	<p><b>Committees</b>  <b>Amenities:</b> There was no meeting in April. It was noted that the Committee would put forward a Recommendation on the CCTV policy at the June meeting.  <b>Development:</b> Members noted that the Decision on Glebe Farm had now been deferred until 8<sup>th</sup> July because of the elections.  <b>Events:</b> There were no items to report.  <b>Finance and General Purposes:</b> Members heard that the contract for the purchase of 28 High St. had been received and having been considered it was RESOLVED that the contract be signed by Councillors Castle and Monger and the purchase be completed. It was also RESOLVED that if necessary the Clerk was authorised to incur expenditure estimated at £500 to open the strong room door.</p>						
17/18	<p><b>Business of the Annual Council Meeting</b>  All documents had previously been circulated for review and a summary sheet of proposed amendments distributed for consideration.</p> <p><b>Meeting Dates:</b> Resolved that the existing Committee structure would remain and Committees would continue to meet as currently arranged subject to any changes that individual Committees might find necessary for the convenience of Members. Meeting dates would be scheduled dates and meetings would only be called if business required it.</p> <p><b>Membership of Committees:</b> Having considered the workload of the Development Committee it was RESOLVED that Standing Orders be amended to permit membership of six Councillors. It was further RESOLVED that all other Committees have a membership of five councillors and the non-councillor element of Events would be determined at the next events meeting. .  Members of committees were RESOLVED as:  <b>Amenities:</b> D Barry, S Alman, H Chambers, H Morton, G Wiseman  <b>Development:</b> T Cawte, D Chandler, S Knight, H Morton, R Slevin, R van de Poll  <b>Finance &amp; General Purposes:</b> L Monger, H Chambers, R Slevin, R van de Poll, G Wiseman  <b>Events:</b> T Cawte, S Alman, D Chandler, S Knight, L Monger  Non-Councillor: K Curle, T Goosey, B Gouverneur</p> <p><b>Representation on external bodies and reporting arrangements</b>  RESOLVED that representation remain unchanged as follows:</p> <p><b>Council</b></p> <table> <tr> <td>Rogers Free School Trustees</td> <td>Cllr Wiseman</td> </tr> <tr> <td>Aylesbury Vale Association of Local Councils</td> <td>Cllr Barry</td> </tr> <tr> <td>Citizens Advice Aylesbury Vale</td> <td>Cllr Monger</td> </tr> </table>	Rogers Free School Trustees	Cllr Wiseman	Aylesbury Vale Association of Local Councils	Cllr Barry	Citizens Advice Aylesbury Vale	Cllr Monger
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## **Amenities**

Winslow Charities: Cllrs. Cawte and Wiseman

## **Development:**

Winslow and District Local Area Forum: Cllr Cawte

Winslow and District Community Bus: Cllr. Cawte

Local Councils Planning and Liaison Group: Cllr. van de Poll

North Bucks Parishes Planning Consortium: Councillors as available

Aylesbury Vale Transport Users Group: Cllr. Cawte

S. Alman would be asked to be the representative on the Friends of Winslow youth Club. A representative for WDNAG would be addressed if the group were to continue.

Winslow Chamber of Trade. The chamber would continue to be asked to submit reports as they saw necessary and it was RESOLVED that Cllr. Chandler would represent the Council as necessary.

Members considered a draft Terms of Reference for a Standards Committee and RESOLVED that this Committee be established as per the Terms of Reference and the Standing orders be amended accordingly. The Clerk would try to recruit a suitable non councillor to act on this Committee as necessary.

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**

H Morton, T Cawte, R van de Poll

## **Tomkins Park and Arboretum**

R van de Poll, D Barry, T Cawte, M Glanfield, B Gouverneur, L Monger, G Wiseman

Social Media: Members considered this facility and RESOLVED that the existing Facebook page be continued with B Gouverneur assisting as a volunteer and Cllr. Monger would oversee matters for the Council.

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 having confirmed eligibility in that two thirds of Members have been duly elected and the Clerk being suitably qualified RESOLVED that this power be continued..*

	<p><i>The meeting was adjourned to allow members of the public to speak.</i>  A resident thanked the Council for its work over the past year and wished it well for the coming year. The comments were endorsed by AVDC Cllr. S Renshell.  <i>The meeting was reconvened</i></p>
17/19	<b>Items Deferred from Previous Meeting: None</b>
17/20	<p><b>Correspondence noted:</b>  <b>STFS FOI Request:</b> The Clerk confirmed that a response had been submitted  <b>NALC, Housing policy consultation:</b> Response required by mid- May was noted.</p>
17/21	<p><b>Community Facilities:</b>  <b>Tomkins Park &amp; Arboretum:</b> Additional seats, picnic benches and bins are being installed. An all weather path will also be installed with a conduit alongside to enable power cables to be laid if necessary. The next steering group would address the issue of fencing and make a recommendation to Council. Men in Sheds had offered to supply bird boxes and hedge hog shelters and a letter of thanks would be sent.  <b>New Community Facility.</b>  The first steering group meeting had been held and around 50 % of those expressing an interest in helping were able to attend. The next meeting would be on May 20th, when it was hoped that they would elect a Chair and secretary as well as starting to determine how they would work. .</p>
17/22	<p><b>Reports from Outside Bodies:</b>  <b>Citizens Advice:</b> There had been no further meeting.  <b>AVALC:</b> The next meeting would be on June 6<sup>th</sup>.</p>
17/23	<p><b>Administration, Finance and Payments for Signature.</b>  <b>Payments for signature:</b> Members noted the payment listing totalling £20,148.35 and RESOLVED to authorise the cheque payments to be signed by two councillors.  <b>Internal Audit:</b> The audit was scheduled for May 15<sup>th</sup>.  <b>WADAS:</b> Members considered a request for storage of a trailer but in view of the space required for farmers market and devolved services equipment it was RESOLVED that space could not be made available  <b>Staff Appraisals:</b> Members noted that the appraisal process had been completed. The Clerk had declined any pay award for the current year.  <b>AVDC /BCC Communication:</b> Members considered various issues with upper tier authorities and in particular the delay on determination of planning applications. It was RESOLVED that Council would write to the appropriate cabinet member with a copy to the District Councillors to explain the problem and request assistance to resolve what is an unacceptable situation.  <b>Training:</b> The Chairman encouraged members to attend training course for which there was a budget. The Clerk was asked to investigate suitable training opportunities for both Council membership and Planning.</p>
17/24	<p><b>Annual Town Meeting and Annual Council Meeting:</b> Items raised at the meeting would be referred to the appropriate Committees. The Clerk was authorised to consider likely numbers attending and arrange the date and venue for next year as appropriate.</p>
	<p><b>Items For Information:</b>  Cllr. Monger as Deputy Mayor had attended the Buckingham Mayor Making ceremony.</p> <p>Members noted the invitation to attend discussions on the proposed Unitary authority and all members were urged to attend or at least comment if possible.</p>
	<p>Meeting Closed 8:51 pm.</p> <p>Signed: ..... (Chairman) at Meeting ..... (date)</p>