

# Wheatley Parish Council

## MINUTES OF THE MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE OF THE COUNCIL HELD ON MONDAY 23<sup>rd</sup> JANUARY 2017 IN THE MERRY BELLS COFFEE ROOM AT 7.30PM

**PRESENT:** Councillors P Gregory (Chairman), P Hood, P Willmott, J Carr, T Davies, A Davies, G Stephens, T Newman & S Coleridge

**OFFICER:** The Clerk: Gareth Morris

### 150. APOLOGIES FOR ABSENCE - None

### 152. DECLARATIONS OF INTEREST

- Cllrs Willmott and A Davies – Agenda item 5 – Wheatley Playing Field Trust

**153. MINUTES OF THE PREVIOUS MEETING HELD 19<sup>th</sup> DECEMBER 2016** which had been circulated with the Agenda

### 154. UPDATE ON ITEMS FROM THE MEETING HELD ON 19<sup>TH</sup> DECEMBER 2016

- i) **Minute 131(i)** – Bench in the Memorial Gardens. The clerk had contacted Taylor Landscapes and they would do the alterations
- ii) **Minute 131(iii)** – New Alcohol licence for Ochre – SODC had granted the new licence
- iii) **Minute 133** – Precept for 2017-2018 – SODC had acknowledged the precept request
- iv) **Minute 135** – Installation of vehicle activated signs – these had been installed and were working
- v) **Minute 136** – Rock fall in Church Road Recreation Ground. The clerk had now the names of three companies to ask for tenders. Planning permission would be needed. Cllr Newman to raise at his meeting with Sharon Crawford SODC planning officer
- vi) **Minute 138** – Seat at bus stop at top of Friday lane. The clerk was in the process of ordering it.

### 155. TO RECEIVE AN UPDATE ON MATTERS RELATING TO THE WHEATLEY PLAYING FIELD TRUST AND THE HOLTON PLAYING FIELDS

Cllr Willmott reported that the Accounts and Report for September 2015 to March 2016 were now obtainable from the Charity Commissioners Website.

At the November meeting of the F&GP it had been agreed that up to £5,650 could be spent on pavilion repairs. If the Trust could send invoices to the parish office confirming the work had been completed then they would be paid.

### 156. TO RECEIVE AN UPDATE ON THE SITUATION OF THE MAPLE TREE CHILDREN'S CENTRE

Cllr A Davies reported that a 2<sup>nd</sup> bid had been submitted to the County Council on 7<sup>th</sup> January and the cabinet would be meeting in mid-February to decide the budget 6 parish councils had pledged to contribute. She asked if councillors could think and then suggest names to be the Treasurer for the Centre

## 157. GRANTS, LICENCES AND SUBSCRIPTIONS

- i) Open Spaces Society 1017 Subscription £45 - **Agreed**
- ii) Sage (UK) Ltd – Sage Cover for 2017 - £201.60 - **Agreed**

## 158. TO CONSIDER A REQUEST FROM THE MAY DAY COMMITTEE TO USE CHURCH ROAD RECREATION GROUND ON THE MORNING OF MONDAY MAY 1<sup>ST</sup> 2017 FOR THE VILLAGE'S CELEBRATIONS – AGREED

## 159. CLERK UPDATE

- i) New noticeboards would be delivered at the start of February - **NOTED**
- ii) To agree new cheque signatory replacing Cllr Reilly- **Agreed** Cllr Willmott
- iii) Wheatleyparishcouncil.gov.uk for all councillors - £15 each per annum. **Agreed.**  
Perhaps first name dot last name@wheatleyparish council. Should be an opt out decision not an opt in.
- iv) Great British Spring Clean 3-5 March 2017. Councillors would ask organisations/individuals to help

## 160. TO RECEIVE A BUDGET FROM THE NEIGHBOURHOOD PLAN GROUP

The key points are:

- Expenditure to date is just under £5,500 from income received of £12,276
- Further planned expenditure is forecast at £6,355 to give a total expenditure of £11850 (i.e. below the income already received)
- The major change since last time is the dropping of spend with external agencies, now that SODC are providing more helpful assistance.
- The budget still allows for a traffic survey and has a contingency of £2,770 for anything unforeseen

Cllr Newman assured the committee that SODC would be able cover any shortfall and at the moment the NP Committee was not planning any further major expenditure.

It was agreed that the NP committee should inform the Parish Council if they become aware of any large unexpected expenditure.

## 161. TO RECEIVE A PROGRESS REPORT FROM THE HIGH STREET ADVISORY GROUP

Cllr Walkey had proposed a campaign of 'Wake Up to Wheatley' to point out what is available within the village including retail outlets, parking and social opportunities.

There would be an exhibition in the Merry Bells on February 18th

Cllr Coleridge proposed and Cllr Stephens that up to £150 could be spent on the exhibition. This was **AGREED.**

## 162. FINANCIAL MANAGEMENT

- a) Budget up to end of December 2016 was discussed. A completed copy of reconciled bank statement was signed by the Chairman & RFO.

Cllr T Davies would still like consideration that the cost of the bund be met from grants and a loan. It was agreed to wait for information on the cost following the return of the tenders. Could Councillors try and find out where funding may be obtained. Maybe the council could purchase its own Harras fencing.

- b) **Balances**

After the cheques below have been paid the balances on the council's accounts as at 23<sup>rd</sup> January 2017 will be as follows:

Community	£2,410.06
Tracker	£106,641.95
Treasury	£61,043.78

## SCHEDULE OF PAYMENTS TO BE AUTHORISED

Cheque no.	Payee	Payment details	Amount
	<b>Cheques paid</b>		
1066698: 106703-707	GM/SW/JF/AR/OCC/HMR&C	November sals/wages/Paye/NIC	4,558.67
106702	Universal Access & Power	Fence panels Church Rd Rec	308.45
d/d	Bank charges	13/10/16 to 13/11/16	35.02
		<b>Total</b>	<b>£4,902.14</b>
	<b>Cheques to Pay</b>		
106739	Harry Stebbings	Noticeboards	2,779.20
106740	Merry Bells Management Cttee	Gas 15/9-11/12	17.38
106741	Merry Bells Management Cttee	Office rent 25/12/16-24/3/17	1,163.75
106742	GWP Consultants	Cliff face Ch Rd Rec	2,210.32
106743	Berinsfield Community Business	Verges cut Dec payment	608.33
106744	M Aitken	Work in Memorial Gardens	130.00
106745	Buryhook Countryside M'ment	Work next to allotments & Costcutter	342.00
106746	Dr Roy Gordon	Photocopying for Neighbourhood Plan	5.54
106747	Universal Access	Fencing for Church Road Rec	352.51
106748	Mainstream Digital	Calls,line rental,phone book entry	74.62
106749	SSE	Electricity 7 Oct 16 – 6 Jan 17	71.37
106750	Elizabeth Howlett	Training - Roles & Responsibilities	633.75
106751	Arbor tree specialists	Work on hedge in Memorial Gardens	250.00
106752	Audrey Parsons	NP Registration with ICO	35.00
106753	Open Spaces Society	2017 Subscription	45.00
106754	Dr R Gordon	NP travel to SODC	20.54
106755	SODC	Dog bin emptying – 1/10/16 -31/12/16	100.46
106756	Swift Digital Services	Photocopies 17/10/16-19/1/2017	158.77
106757	Cornfield Bakery	Lunch for training Saturday	46.50
106758	Richard Harding	Adverts for new clerk	840.00
106759	Sage Uk Ltd	Sage Cover for 2017	201.60
106760	Great Milton Parish Council	Advert for new clerk	10.00
	GM/SW/JF/AR/OCC/HMR&C	December` sals/wages/Paye/NIC	4,500.00
		<b>Total</b>	<b>£14,596.64</b>

## INCOME RECEIVED SINCE LAST MEETING

Income details	Amount
Newsletter Advertising	2,670.00
Tracker Interest	17.76
Wh Soc for bench I Mem Gardens	547.49
Newsletter subscription	50.00
<b>Total</b>	<b>£3,285.25</b>

#### **164. PUBLICATIONS & CORRESPONDENCE RECEIVED & NOTED**

- i) The Haseleys – January 2017\*
- ii) Little Milton Newsletter –January 2017\*
- iii) Great Milton Bulletin –January 2017\*
- iv) URC Newsletter – December 2016\*
- v) Shotover Preservation Society – Winter Newsletter 2016
- vi) Thank you letters from CAB & Wheatley Park School
- vii) TVP Neighbourhood Policing – January Newsletter 2016\*
- viii) Clerks and Councils Direct January 2017\*
- ix) Thank-you letter from Sue Ryder Hospice Nettlebed for grant aid

\* On display in Parish Office

#### **165. DATE OF NEXT MEETING – 20<sup>th</sup> FEBRUARY 2017 Noted**

(Cllr Newman sends his apologies) (Cllr Hood would take the minutes).

#### **166. ITEMS FOR INFORMATION**

- Cllr Willmott – raised concerns about what councillors could and couldn't do and say when they covered for the Clerk on the opening of the office to the public. All they could do was to issue information and take questions for the clerk. Suggested that a forum is put on the website.
- Cllr Hood – trees and shrubs from Cullum Road recreation ground were encroaching into her property. The clerk would contact BuryHook Countryside Management to deal with it.
- Cllr Newman stated that the Railway Public House had been sold and it was intended that 17 retirement homes would be built. He also had plans from a company who wished to build a nursing home on Park Hill.

**Meeting closed at 9.12pm**