**Minutes of the Meeting** **Held on Thursday 21st March 2024, Worminghall Village Hall**

Present:

Cllr Skates (Chair)

Cllr Hopcroft

Cllr Wright

Cllr Tinkler

Clerk – Rebecca Martin

Two members of the public

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| Item |  |  |
| 1 | To receive apologies of absence | Cllr Bramley |
| 2 | To receive declarations of interest | Cllr Hopcroft declared an interest in planning application 24/00566/APP |
| 3 | Approval of minutes | Minutes from the WPC meeting 22nd February 2024 were unanimously accepted by the council then signed and dated by the Chairman. |
| 4 | Previous minutes/actions | External company to audit ditches and culverts – agreed not to persue this, Councillors will do an annual walk around of the Village to check ditches and culverts. Bucks Council coming to look at the culvert on the Menmarsh Road on 12th April.  Coldstream Farm:   1. Yes – all equipment is EN1176 compliant 2. The green metal fencing was specified by Thames Water. Beeches Group to ask their civil engineer to reach out to them to see what’s feasible. 3. The verges will be tidied up and reseeded. Beeches Group commented “there’s quite a bit of grass seeding pending around the site and the verges outside the site will get wrapped up in that.”   Playground:  Both Oakley and Ickford look after the main playground equipment in their playing fields the following way: Once a year inspection of equipment carried out by ROSPA They then provide a report on each piece of equipment with any repairs needed, the PC arranging to get repairs done, sometimes if a small repair the Parish Councillors will sort themselves. There is one play area in Ickford that is part of the Deanfield estate. Ickford Parish Council have made it clear that this is to be maintained by Deanfield through their Maintenance Service Contractor, And Ickford Parish Council do not wish to be involved. ROSPA report costs are around £99 per year. |
| 5 | Clerk Vacancy | The current Clerk, Rebecca Martin, has resigned the position. Leaving at the end of April 2024. An advert has been placed in the noticeboards.  Cllr Skates to put the advert onto the website and social media platforms. Clerk to place the advert in the Bernwood News. |
| 6 | London Oxford Airport | Information received from Civil Aviation Authority’s CAP 1616 “Airspace Change Process”. Clerk to request further details. |
| 7 | Highways Devolution | Cllr Skates and Clerk signed the 2024 agreement. |
| 8 | Spending Review | Cllr Skates provided the YTD spend against budget for 2023/4.  Overall the spend is higher than budget by £2.3K.  This is due to the timing of the second VH development payment which is budgeted in 24/25.   Excluding this payment,  the PC has actually  underspent by £2K. |
| 9 | Open Forum | Chris Craggs has requested £630 TBC to refurb the 4 benches on the Clifden Road. WPC approved this.  WVH project is progressing well. Kitchen installed, now on second fix plumbing and electrics. Looking to be complete by end of April. All grants have been received. |
| 10 | Planning Applications | 24/00648/APP – object due to increased traffic through the Village.  24/00566/APP – support |
| 11 | Financial Payments | The following financial payments were all approved:   * Clerk expenses February £5.49 * Clerk salary/HMRC February £107.10 * AJB £330 * Fortem Digital £72 |
| 12 | AOB | Cllr Skates discussed whether each Councillor should have their own specialist area? Cllr Wright for drains etc.  Defibrillator – Cllr Skates mentioned the 3 minute distance rule? To be looked into further. |
| 13 | Next meeting | Next meeting – 25th April 2024.  Meeting concluded at 8.32pm |

**Actions**

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| **Action** | **Owner** |
| Community Speed Watch – need approval of 2 areas to “test” | Cllr Skates |
| Clerk Vacancy – advertising | Cllr Skates & Clerk |
| London Oxford Airport | Clerk |
| Defibrillator – 3 minute distance? | Cllr Skates |

Signature of Presiding Chair:

Date: