

**Notice of the meeting of Turville Parish Council on  
Wednesday 8<sup>th</sup> May 2024 at 7.30pm, Northend Village Hall, Northend**

*In accordance with the provisions of Local Government Act 1972, you are hereby summoned to the above Meeting, when the business to be discussed will be as follows:*

**AGENDA**

**1. Apologies for absence:**

Any apologies to be given. Cllrs Abbot and Kertesz have sent their apologies.

**2. Disclosure of Pecuniary and Personal Interest in items on the agenda:**

Opportunity for any Councillor to declare an interest in any items on this agenda.

**3. To confirm the minutes of the ordinary meeting held on 26<sup>th</sup> March 2024**

Minutes from the meeting held in March to be confirmed as accurate and signed by the Chairman.

**4. To report on matters arising from the minutes not on the agenda – for information:**

- Clerk has been making progress on the new website by speaking with the provider.
- Clerk wrote again to Buckinghamshire Council asking them to expediate the repairs on bridleway TUV 8/1 as a matter of urgency.
- Clerk has asked the contractor to attend the noticeboard at Southend, which as sustained damage in recent high winds.

**5. Public question and answer session:**

The time period for public representations and participations shall not exceed 15 minutes, unless the Chairman permits a longer period.

**6. Reports to be received if any, including any update regarding tree works being carried out at Northend Common:**

03/04/24 – Street Trading Concerns forum (Clerk)

18/04/24 – CiLCA Information event (Clerk)

23/04/24 – Clerks Forum (Clerk)

24/04/24 – Parish Liaison (Clerk)

**8. Items to note – any items as appropriate that are not an agenda item:**

- Clerk has reported potholes around the parish to Transport for Bucks via [Fix My Street](#) which is an online service that anyone can use.
- Clerk has set up the WhatsApp community for parish information to be distributed, please [contact the Clerk](#) should you wish to be added.

**9. Planning:**

**a) Buckinghamshire Council decisions made since previous meeting – to be noted only:**

[24/05172/LBC – Church Cottage Turville Valley Road Turville](#) – Listed building application for internal fit out works of detached cottage, including replacement of windows and doors, new skylights on back elevation, removal/replacement of existing modern materials, re-location of the back door locally, repair works generally and new internal finishes – **Application Withdrawn**

[24/05441/CLE – Wildwood Cottage Southend Common Southend](#) – Certificate of existing lawfulness for retention of residential annexe building in connection with Wildwood Cottage - **Grant Certificate of Lawful Use** (PC not consulted)

**b) Applications awaiting decision by Buckinghamshire Council – to be noted only:**

[24/05398/FUL – Royal Oak Cottage Northend Road Northend](#) – Householder application for construction of part ground floor, part first floor extension

[24/05626/CLE – Cobstone Mill Farmhouse Turville Valley Road Turville](#) – Certificate of lawfulness for existing use of land as garden and as part of residential curtilage of Cobstone Mill Farmhouse and retention of treehouse and greenhouse (PC not consulted)

**c) New applications to be considered the PC with comments to be submitted to Buckinghamshire Council planning portal, including any applications received between the circulation of this agenda and the meeting:**

[24/05798/CTREE – Copp Hall Balhams Lane Turville Heath](#) – Remove x Holly (T20) and remove x 1 Ash (T8)

**10. To discuss placing a memorial bench in Turville Churchyard, should permission from the Diocese be granted**

PC to consider a memorial bench that would be for residents of the parish only, to be located in the Churchyard should the Oxford Diocese be in agreement. Also to consider criteria for those who wish a plaque to be placed on it.

**11. To discuss the closure of Bridleway TUV 8/1 by Buckinghamshire Council for essential maintenance works**

This bridleway was closed by Buckinghamshire Council for essential maintenance until July, with no idea of when this will take place. PC to consider what if any measures can be taken to speed along the works, without the bridleway being closed past July which would require permission from the Secretary of State.

**12. To consider part funding the Clerk to obtain the Certificate in Local Council Administration**

Mentoring and tutoring costs by BMKALC are £350, and the SLCC cost to submit the portfolio along with marking is £450. Clerk will try to split the cost equally between parish councils, meaning a total cost to Turville PC of £267 if all in agreement. Gaining a CiLCA qualification gives the PC the [General Power of Competence](#). The previous Clerk was CiLCA qualified.

**13. Finance**

Copies of the accounts have been circulated to the Councillors for reading prior to the meeting. The bank statements will be available for inspection at the meeting.

- a) To receive the internal auditor's report.
- b) Certificate of Exemption – to consider whether to complete a Certificate of Exemption from submission to the External Auditor due to being under the £25,000 threshold or to have a Limited Assurance Review
- c) To approve and adopt the accounts for 2023-24 in the receipts and payments format.
- d) To note the year end bank reconciliation.
- e) Agree and sign Section 1 – the Annual Governance Statement for 2023-24
- f) Agree and sign Section 2 – the Accounting Statements for 2023-24
- g) To confirm the dates for the period for the exercise of public rights – Clerk proposes 03/06/24 – 12/07/24

a) Balances:

Opening Balance 01/03/2024	<b>10205.51</b>
Less March payments	(447.26)
Balance 01/04/2024	<b>9758.25</b>
Less April payments	
Salary via S/O	(257.29)
Income – First ½ precept – Buckinghamshire Council	4000.00
<b>Closing Balance 30/04/24 unrestricted reserves</b>	<b>13535.96</b>

b) To confirm the following payments:

Lorna Coldwell – salary May – paid via Standing Order	257.29
Lorna Coldwell – expenses March/April	87.50
BMKALC – annual subs	46.83
Zurich Insurance – renewal	301.46
BMKALC – Councillor training session	40.00
Beechridge Services – April grass cutting	220.00
<b>Total:</b>	<b>953.08</b>

c) To nominate a Councillor to check and approve the bank reconciliation.

**14. To confirm the dates for the next meeting as:**

Wednesday 10<sup>th</sup> July – Northend Village Hall

The Meeting is open to the public and members of the press

1<sup>st</sup> May 2024

LM Coldwell