

MINUTES OF THE TURVILLE PARISH COUNCIL MEETING
Held on Wednesday 8th May 2024 in Northend Village Hall, Northend

PRESENT:

Cllr Alice Nuttgens – Chair, Cllr Hector Sants, Cllr A Bragg.

In attendance:

Mrs L Coldwell – Clerk

0 members of the public

Minute 24/25.1**Apologies for absence**

Cllr Nick Kertesz, Cllr Deborah Abbot.

Minute 24/25.2**Disclosure of Pecuniary and Personal Interest in items on the agenda**

None declared.

Minute 24/25.3**To confirm the minutes of the ordinary meeting held on 26th March 2024**

The minutes from the meeting held on 26th March were confirmed as accurate and signed by the Chairman.

Minute 24/25.4**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. He will fix the doors at a cost of £150 in the next 2 weeks or so.
- Cllr Sants has accepted the quotation from the fencing company for works at the Glebe Land in Turville, they will complete the works in the next few months. He will carry out a site visit with them beforehand. Cllr Nuttgens suggested asking them for assistance in planting the trees obtained from Buckinghamshire Council; Cllr Sants will ask.

Minute 24/25.5**Public question and answer session**

None in attendance.

Minute 24/25.6**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)

Clerk to respond to the consultation advising that the PC believes the proposed new policy does not give thought to small, traditional village fetes, which are organised and ran by volunteers who do not have the resources to provided all the additional information Buckinghamshire Council would request. It does not consider the impact on these smaller events, run for the benefit of the community.

Action:Clerk

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

23/04/24 – Clerks Forum (Clerk)

24/04/24 – Parish Liaison (Clerk)

Minute 24/25.7**Items to note**

- 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.
- Clerk received a request for filming in Turville at the end of July/mid August, this has been forwarded to the Turville Residents Association.

March 2024

Minute 24/25.8**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)

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

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) – **no objection**

[24/05833/FUL – OS Parcel 4734 Balhams Lane Stonor](#) – Application for temporary use of land for film-making purposes including construction of temporary sets/structures, storage and stationing of support services and parking – **no objection**

Minute 24/25.9**To discuss placing a memorial bench in Turville Churchyard, should permission from the Diocese be granted**

Following feedback given by Cllr Sants following the most recent Parochial Church Council meeting, it was resolved to not proceed at this time.

Minute 24/25.10**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.

Clerk to speak with the Open Spaces Society to ask their advice on how the PC should proceed.

Action:Clerk

Minute 24/25.11**To consider part funding the Clerk to obtain the [Certificate in Local Council Administration](#)**

All in agreement to part fund, providing the other Parish Councils are in agreement to split costs.

Action:Clerk

Minute 24/25.12**Finance**

Copies of the accounts, end of year accounts and the AGAR were circulated to the Councillors for reading prior to the meeting. The bank statements were be available for inspection at the meeting.

- a) To receive the internal auditor's report: **Noted.**
- 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: **The Parish Council resolved to certify itself as exempt from a limited assurance review. We do this as a smaller authority where the higher of gross income or gross expenditure was £25,000 or less and that we meet the qualifying criteria (the annual return will be published on the website).**
- c) To approve and adopt the accounts for 2023-24 in the receipts and payments format: **Approved**
- d) To note the year end bank reconciliation: **Noted.**
- e) Agree and sign Section 1 – the Annual Governance Statement for 2023-24: **Signed.**
- f) Agree and sign Section 2 – the Accounting Statements for 2023-24: **Signed.**
- g) To confirm the dates for the period for the exercise of public rights – Clerk proposes 03/06/24 – 12/07/24: **Confirmed.**

h) Balances:

Opening Balance 01/03/2024	10205.51
Less March payments	(447.26)
Balance 01/04/2024	9758.25
Less April payments	
Salary via S/O	(257.29)
Income – First ½ precept – Buckinghamshire Council	4000.00
Closing Balance 30/04/24 unrestricted reserves	13500.96

i) 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
CPRE – annual subs	36.00
Total:	989.08

A double invoice will be issued from Northend Village Hall in July for meetings.

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

Cllr Sants checked and confirmed the bank reconciliation for March and April.

Minute 25/25.12**To confirm the dates for the next meetings in 2024 as:**

Wednesday 10th July, to be held at Northend Village Hall.

The meeting was closed at 20.34.

The Chair

Date