

Minutes of a meeting of Drayton Parslow Parish Council

Held at the Sports & Social Club on Monday 25th March 2019 at 7:30 p.m.

Present: Cllr. D. Perry (Chairman); Cllr. J. Bruce (Vice-Chairman); Cllr. A. Batley; Cllr. S. Colborne-Baber; Cllr. H. Harvey; Cllr. S. Spavins; Cllr. E. Wilson

Also present: County Cllr Janet Blake; District Cllrs Neil Blake & Ben Everitt; Deborah O'Brien, Parish Clerk

District Cllr Everitt reported that the number of new houses required for the VALP has been reduced by the Planning Inspectorate as the Vale currently has a very good build-out level. An additional site is to be named. It is hoped that the VALP will be approved by late summer. Major concerns for the County as a whole are Heathrow expansion, HS2, East-West rail and the Oxford-Cambridge expressway. By autumn 2019 there will be a formal consultation on the expressway to determine its exact route. The National Infrastructure Commission has indicated a need for approx. 1 million new homes and because the land in our region is largely agricultural countryside it is more difficult to defend.

Unitary – a Judicial Review was instigated by 3 of the district councils, but this was refused permission to proceed. So, the 5 councils will begin to work on service transition into a Unitary Authority with Adult & child Social Services a priority. A grant of £250,000 has been received by AVDC to assist with a homeless strategy (in addition to £250,000 received last year). The number of rough sleepers in the Vale is down by 60%.

District Cllr Neil Blake reported that the fact that the new Unitary leaders are based in the south of the County will not help the Vale area. He is unhappy that the Sec. of State has nominated the leaders of the new authority, as the County Council at present does not appear to have an appetite for cost savings. He also remarked that Housing & Infrastructure do not appear to be liaising which will cause issues with the major projects currently being examined/proposed. He anticipates HS2 being finished by 2030.

County Cllr Janet Blake advised that many HS2 related road closures are taking place without advising Parish Councils. This is because an Act of Parliament gives contractors powers over the County Council. She also advised that the Bucks Learning Trust has gone into liquidation and that a new Adult Early Help Team is in place as of 4th February 2019.

Cllrs Janet & Neil Blake left the meeting.

The Parish Council meeting commenced at 8:00 p.m.

134. Apologies

There were none

135. 135.0 Declarations of Interest

Cllrs Harvey & Spavins declared an interest in items 12 & 14 (allotment tenants); Cllrs Batley & Harvey declared an interest in item 4 (DPSSC committee); Cllr Spavins declared an interest in the PCC item 4 (member)

136. Minutes

RESOLVED to receive the minutes and confirm the recommendations therein of the meetings of the Parish Council held on: 25th February 2019 DPPC/12/1819

137. Parish Council Business

137.1 Broadband & telephone lines for Greenacre Hall (CCTV)

Members noted that Gigaclear has installed part of the cabling and will return to complete installation on 8th April. Cllr Perry will liaise with Mr Spanswick to link up with the Greenacre Hall router. **RESOLVED that** once the system is fully functional, the Clerk will cancel the BT service (which is out of contract)

137.2 CCTV enhancements

MK Security were unable to lay their lines in tandem with Gigaclear and are reviewing further options. Clerk to meet with them on 26th March and report back to PC. **RESOLVED to** proceed with the installation of CCTV on the lower car park area subject to proposals made by MK Security.

137.3 CCTV Privacy Impact Assessment

Members noted that a CCTV Privacy Impact Assessment has been completed and this is on file. Members reviewed and **RESOLVED to** adopt the CCTV & Surveillance Policy. **FURTHER RESOLVED** that the Clerk is delegated to source and order additional signage relating to CCTV monitoring. (Approx £125 + VAT)

137.4 Action Plan for death of Head of State

Members noted that the PCC has made arrangements for a book of Condolence to be displayed at the Church. **RESOLVED that** it would be appropriate to direct those that wish to sign to use the Book available in the Church. Clerk to liaise with the PCC.

137.5 Bucks best kept village

RESOLVED to enter the Bucks Best Kept Village 2019 at a cost of £25.00.

137.6 VPA Wildflower Meadow Sowing

Members noted that a risk assessment was completed and is on file. Work was completed on Sunday 24/3/19. Clerk to enquire what will be done with the residual spoil. Councillors **RESOLVED to** formally recognise the efforts made by the volunteers.

138. Planning

<https://publicaccess.aylesburyvaledc.gov.uk/online-applications> Members noted:

138.1 Planning Applications:

- 19/00715/APP Concrete existing hardcore farm track and existing hard standing yard | Ridge Farm, Main Road – **RESOLVED that** there were **no objections** to application as submitted.
- 19/00950/APP Erection of 5 dwellings | Land at Chapel Lane – **RESOLVED to oppose** the application as submitted referencing and agreeing with comments made by Highways and opposing the conversion of car ports to garages as this will exacerbate on-street parking. In addition the tandem parking for plot 3 will also cause on-street parking which will default to Chapel Lane.
- 19/00896/AGN Erection of agricultural barn for storage | Kingsland Farm, New Road – **RESOLVED that** there were **no objections** to application as submitted.

138.2 Decisions

Made by AVDC: None at time of meeting

138.3 Appeals:

- 18/00083/REF - Land Off North Close – awaiting determination by Planning Inspectorate
- 18/00088/REF - Backfields, Bletchley Road – appeal hearing changed to 2nd April 2019.

138.4 Other planning issues

Members noted:

- 19/00506/APP Part two storey and part single storey rear extension and single storey front extensions | 16 Main Road Drayton Parslow – AVDC has now issued a site notice.

- Neighbourhood Plan – The last steering group meeting was on 18th March 2019. Members reviewed the re-drafted plan which has had changes to its layout, a reduction in the number of policies, more focus around objectives and greater reference to the Conservation Area. **RESOLVED that** the revised draft was accepted and should be submitted to AVDC for further informal review. (Cllr Batley abstained and requested that this be recorded).
- Neighbourhood Plan Grant – members noted that the end of term report has been made with an underspend of £1,196.50. **RESOLVED that** the underspend is repaid to Groundworks UK and that a new grant will be applied for after 1st April 2019.

139. Correspondence Circulated via e-mail

Members noted:

- Minutes for Great Brickhill, Wing & Ivinghoe Local Area Forum, Tuesday 18th September 2018
- AVDC Chairman's invite
- Meeting Thursday 28th February 2019, 7.00 pm, Great Brickhill, Wing & Ivinghoe Local Area Forum
- Luton Council Latest news about proposed airport expansion
- BMKLAC - Safely redacting documents
- BMKALC - Draft Information Policy February 2019 (incl. DPA 2018 and vexatious process)
- Bucks CC/TfB - TTROs
- Parish Liaison Meeting Wednesday 27 March 6pm
- BMKALC - Parish Unitary Workshops
- Police and Crime Commissioner newsletter - March 2019
- Bucks CC Changes to household recycling centres from 1st April
- Rishi Sunak letter about councillor/candidate home addresses
- CIB Funding special: news on opportunities for Bucks charities and community groups
- Oxford Cambridge ARC Vision Statement
- No Expressway Alliance - Stopping the Expressway meeting 30th March 2019
- Briefing Note from NALC regarding Local Authority Publicity
- New consultee access demonstration (Planning portal)
- Came & Company Local Council Insurance - Pre Renewal Email – Clerk to review and respond to Came & Co.

140. Recreation Field/Play Area

(\$106 Balance £1,806.00) – Members noted:

- Outdoor gym equipment – Cllr Harvey has been successful in her application on behalf of the Parish Council and has secured a grant from WREN in the amount of £10,450.00. Cllr Perry proposed a vote of thanks to Cllr Harvey which was enthusiastically endorsed by all councillors. The Clerk is to confirm in writing that Cllr Harvey is to be the point of contact for the application and subsequent funding (ref minute 72 - October 2018 meeting). Planning permission is not required as the installation falls under permitted development for Parish Councils. (Town & Country Planning (General Permitted Development)(England) Order 2015 – Part 12) District Cllr Everitt to confirm with AVDC. **RESOLVED that** the Clerk is to apply to Joe Houston/AVDC for the release of the balance of \$106 monies (£1,806). Cllr Harvey is generously undertaking the 3rd party contribution and making a personal donation. Clerk & Cllr Harvey to liaise with WREN. Cllr Harvey to follow-up with Proludic.

- Play Area/MUGA - Members noted that the annual inspection is to be conducted by RoSPA in May. Clerk to confirm with RoSPA.
- Members noted a request for an additional dog waste bin on the upper rec.
RESOLVED that the Clerk is to investigate options with AVDC and if permitted, to purchase a bin and arrange installation.
- Members noted that we are still awaiting removal of the stressed chestnut tree by TFB.
- Installation of Commemorative Bench – Clerk is to request installation and donor is to be billed. Cricket Club has also been notified.
- Members noted that the Cricket Club has supplied a copy of their risk assessment.
- Molehills in Play Area – Clerk to follow up.
- MUGA overhead netting – members noted that Cllrs Batley, Harvey & Perry have re-affixed the netting where it has come adrift. Cllr Perry will also tackle the MUGA goal roof netting.

141. AVDC and Bucks

141.1 Aylesbury Vale District Council (AVDC)

Refer to reports at the beginning of the meeting.

141.2 Bucks County Council

Members noted changes to Recycling Centres with some closures & charges to be introduced

142. Highways, Footpaths, Footways & Street Lighting:

142.1 LAF Traffic Calming

Members **RESOLVED to** confirm a work order has been issued (within budgetary constraints as agreed at last meeting) to TFB for stage 4 implementation of the Traffic Calming project in the amount of £62,347.03. Members **FURTHER RESOLVED to** agree £1,358 for accessible bollards. The New Homes Bonus Grants Officer at AVDC has re-confirmed that all is in order. In addition, TFB is investigating the feasibility of installing verge bollards or kerbing between Church End and the allotment kerbing. Work to take place during Spring break.

142.2 Vehicle movement analysis

Members noted that a request for volunteers to assist in statistical analysis of larger vehicle movements through the village was placed in the April newsletter. To be discussed at the April meeting. Risk assessments & indemnity forms may be required.

142.3 Bridleway

Members noted comments from a resident regarding the bridleway and electric fencing. Cllr Batley to follow up. (Electric fencing since removed)

142.4 Devolved Services Contract

Devolved Services – the contract for 2019/20 has been counter-signed by Bucks CC.

142.5 Devolved Services – missing strimmer

Devolved Services – members noted that the Clerk has made enquiries of Mursley PC regarding the missing strimmer. Mursley is checking their storage facility.

142.6 HGV sign on Mursley Road

Sign has been re-situated.

142.7 Oxford-Cambridge Expressway

There has been no further update from adjacent parishes regarding joining BEAG. Cllr Batley has offered to represent the PC if required. Any information that becomes available will be posted on the website and PC FB page. Public consultation is due in Autumn 2019.

143. 143.0 Finance

143.1 Bank Balances

RESOLVED to note that the balances for the Lloyds Bank accounts are as follows:

Treasurers Account	£ 7,088.43	(as at 28 th February 2019)
BIA Account	£49,038.07	(as at 28 th February 2019)
Poor Land Treasurers Account	£ 640.53	(as at 28 th February 2019)
Poor Land Call Account	£ 8,108.70	(as at 28 th February 2019)

* £4,000.00 Transfer from BIA A/C to Treasurer's A/C made 26/02/19 to cover expenditures.

* £2,000.00 Transfer from BIA A/C to Treasurer's A/C made 20/03/19 to cover expenditures.

FURTHER RESOLVED to note that Cllr Perry signed a summary of bank transfers made between the BIA account and Treasurer's account through the 2018/19 financial year.

143.2 Payments

RESOLVED to make the following payments:

Anglian Water/Wave - £18.87 – allotment water 4/11/18-3/2/19 – D/Debit 08/03/19

Npower - £242.90 (£202.42 + £40.48 VAT) – MPAN1 unmetered street lighting Jan '19 – D/Debit 12/03/19

Npower - £13.92 (£11.60 + £2.32 VAT) – MPAN2 unmetered street lighting Jan '19 – D/Debit 12/03/19

Deborah O'Brien – £467.44 (Mar salary £397.02; less PAYE £2.20; working from home allowance Mar £18; Postage £16.77; Village website renewal £37.85) – cheque 0775

HMRC – £2.20 – March PAYE – cheque 0776

DPSSC - £68.00 – NP meeting hire Oct '18-Mar '19 – cheque 0777

Hon RFJ Carington - £1,176.20 (£980.17 + £196.03) Recreation ground rent 25/3 – 28/9/19 – cheque 0778

Hon RFJ Carington - £18.00 (£15.00 + £3.00 VAT) Allotment rent 25/3 – 28/9/19 – cheque 0779

Nicholas Hancox - £345.60 (£288.00 + £57.60 VAT) inv 1234 vexatious policy review/advice – cheque 0780

Groundwork UK - £1,196.50 – repayment of unspent N. Plan grant – cheque 0781

143.3 Income

RESOLVED to note the following income:

Interest: DPPC BIA a/c £2.43 (Feb); Poor Land Call a/c £0.37 (Feb)

Allotment rental £4.95

143.4 Income & Expenditure Reports, Bank reconciliations and Budget YTD

RESOLVED to approve the Income & Expenditure Reports, Bank reconciliations and Budget YTD dated 28th February 2019.

144. 144.0 Allotments

(Cllrs Harvey & Spavins did not vote in these discussions)

- Members noted that there are three half allotments available at Manor Gardens.
- Members noted that a tenant at Stackyards has relinquished their plots and another tenant is taking them on. A contract has been issued.
- A tenant has requested permission to install a greenhouse on plot 1B and to retrospectively install retaining boards on plot 2B. **RESOLVED that** permission is granted provided that they are maintained & kept in good repair, removed at the end of tenancy, and the tenant accepts that they are their liability. Tenant to be advised to situate the greenhouse sufficiently from the roadside hedge to facilitate hedge trimming.
- A tenant has made several requests in relation to allotment 6A: **RESOLVED that:** 1) A potted dwarf apple tree is permitted provided it remains in a pot above ground level. 2) A potted dwarf cherry tree is permitted provided it remains in a pot above ground level. 3) A

mini greenhouse 150cm wide x 130cm high x 45cm deep is permitted. To be situated on edge of allotment on side that has hedge/wall. 4) Bamboo plants are not permitted. 5) A fruit cage and wigwam supports as discussed are permitted. All provided that they are maintained & kept in good repair, removed at the end of tenancy, and the tenant accepts that they are their liability.

- A request for four wooden crate planters for beds was tabled until next month pending further information regarding size and height.
- Members noted that a tenant was asked to remove a piece of broken glass from their greenhouse and has complied.
- Members noted that a tenant has complained that a dog has allegedly damaged some of their crops. The tenant was advised via e-mail twice to report this to the PCSO as this is not something of which the PC has any evidence or first-hand knowledge. **RESOLVED that** the Clerk is directed to reply again that the PC now considers the matter closed and if the complainant wishes to take the matter further they should contact the PCSO with evidence/proof (as recommended by NALC). **FURTHER RESOLVED that** that the Clerk is to issue a copy of the Council's Persistent/Vexatious Complaints policy to the resident for advice.
- Members noted that BMKALC has initially responded to the Clerk's letter regarding contract advice and is to provide further information.

145. 145.0 Date of next meetings

Drayton Parslow Parish Council **RESOLVED to** note (7:30 pm start):

- Monday 29th April 2019
- Monday 20th May 2019 – Annual Parish Meeting 7pm, Annual Parish Council meeting to follow

146. 146.0 Exclusion of Public and Press

(District Cllr Everitt left the meeting at this point)

In accordance with Schedule 12A, Local Government Act 1972, the following items will be likely to disclose exempt information relating to establishment and contractual matters. It was therefore **RESOLVED**, pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, that the public and press be excluded.

(Cllrs Harvey & Spavins did not vote in discussions minuted as 146.1)

146.1 Letter to resident

Members noted that a letter has been issued to a resident based upon solicitor's advice. There has been no response to date.

146.2 Clerk's appraisal

Members reviewed the Clerk's appraisal and unanimously endorsed their complete confidence in the Clerk as Proper Officer and RFO to the Council. The Councillors appreciate the Clerk's professionalism and extensive knowledge of local government matters and continued efforts in her studies to remain current with new and updated legislation.

Meeting closed at 9:30 p.m.

Signed Date
Chairman