

Minutes of a meeting of Drayton Parslow Parish Council

Held at the Sports & Social Club

on Monday 29th April 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. E. Wilson

Also present: 11 members of the public; Deborah O'Brien, Parish Clerk

Two residents whose planning application had been considered by the PC in February made representations about their plans. They were previously unaware that they could discuss plans before a parish council meeting. They were advised that all meetings are open to the public and that notices of meetings were posted both on the village notice board & website, detailing which applications would be reviewed. They are currently trying to make amendments to their February application and were advised that as and when AVDC processed those amendments, the Parish Council would be consulted again. It was also stressed that it is the planning department at AVDC that makes the ultimate determination on planning applications. The residents left the meeting.

Another resident and their planning consultant/agent addressed the meeting regarding an outline planning application 19/01145/AOP. Illustrations of the proposed indicative scheme were displayed. The proposal is for 5 x 3BR homes in a farmyard arrangement – 3 terraces and 2 semi-detached, with car barns for parking. Local materials would be used which would be sympathetic to the conservation area. An area of the site would be retained as a meadow with sympathetic landscaping. Questions and concerns from residents included drainage issues (to be addressed as part of reserved matters); increase in traffic; affecting the aspect of Salden Close and the Conservation area; potential for further development at a later stage (possibility of a restrictive covenant suggested by applicant); insufficient sewerage capacity; what benefit will the development bring?

Cllr Perry thanked everyone for their comments and suggested that this application could be considered in an earlier part of the PC meeting (see minute 150.0).

The Parish Council meeting commenced at 8:05 p.m.

147. Apologies

Cllr S. Spavins, County Cllr J. Blake & District Cllr N. Blake submitted apologies.

148. Declarations of Interest

Cllr Colborne-Baber declared an interest in planning application 19/01145/AOP (close proximity to development site); Cllrs Harvey declared an interest in items 11 & 13 (allotment tenant); Cllrs Batley & Harvey declared an interest in item 4 (DPSSC committee).

149. Minutes

RESOLVED to receive the minutes and confirm the recommendations therein of the meetings of the Parish Council held on: 25th March 2019 DPPC/13/1819

150. Planning application

Cllr Colborne-Baber did not vote on this matter

19/01145/AOP | Outline application for the erection of 5 dwellings. | Land East Of Salden Close
Members reviewed the plans and made various comments. It was felt that there was insufficient information provided regarding various matters such as drainage/sewerage; long term plans for the meadow; access and increased traffic. The site is considered unsuitable on several points, especially drainage. Concerns were raised about extending into the open countryside affecting the aspect of both the village and especially the conversation area. Saved policies RA3 and GP35 are relevant. The

general design of the proposed houses was considered favourable although while smaller homes they still wouldn't meet the need for lower cost homes. **RESOLVED that** the Parish Council would oppose the application as submitted – Clerk to draft objection and circulate to councillors for agreement prior to submission to AVDC. All residents and visitors left the meeting at this point.

151. Parish Council Business

151.1 Broadband

Members noted that Gigaclear installed most of the fibre broadband for DPSSC/Greenacre Hall on 8th April 2019, including router box etc. However, there is a problem with the infrastructure under Main Road and there will be a delay of up to 40 days whilst this is resolved.

151.2 CCTV enhancements

MK Security has further reviewed the lower car park installation and issued its report. **RESOLVED that** Clerk is to arrange for previously agreed upgrade installation to take place and system to be re-assessed once complete.

151.3 GDPR Signage

Members noted that GDPR compliant signage has been purchased and will be installed where required. DPSSC & Greenacre Hall Committee to be advised.

151.4 VPA Wildflower Meadow

Members noted that some of the wildflower meadow spoil has been removed and the rest will break down in situ.

151.5 Annual Parish Meeting

Members noted that the Clerk will issue invitations to County & District Councillors; PCC; DPSSC; Greenacre Hall Committee; Police and the Cricket Club.

151.6 PO Box for correspondence

Members noted prices quoted and **RESOLVED that** should the Clerk feel it is necessary from a security perspective she should make arrangements. Cllr Batley is also to investigate whether a post box can be installed on DPSSC.

151.7 Litter Pick

RESOLVED that a community litter pick and tidy of the War Memorial will take place on 2nd June at 10:30 am (meet at War Memorial) (Bucks Best Kept Village Entry has been submitted).

151.8 Tree trimming

RESOLVED that Western Power has permission to trim the silver birch tree in the lower car park to facilitate electricity supply.

151.9 Information Available policy

RESOLVED to approve the updated Information Available policy.

152. Planning

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

152.1 Planning Applications:

19/01145/AOP – see minute 150.0 **RESOLVED to oppose**

19/01038/APP | Single storey side extension to rear of garage, single storey rear extension, raising roof to provide additional first floor living accommodation including first floor side extensions | 9 Church End **RESOLVED that** there were no objections

152.2 Decisions - Made by AVDC:

19/00715/APP | Concrete existing hardcore farm track and existing hard standing yard | Ridge Farm, Main Road – **APPROVED by AVDC**

19/00896/AGN | Erection of agricultural barn for storage | Kingsland Farm, New Road – **NO OBJECTIONS from AVDC**

19/00246/APP Single storey rear extension, first floor rear extension, canopy over new front door, electric wooden gates to driveway. Lantern lights on flat roof, canopy over bay window. (demolish existing conservatory) | 46 Main Road – **APPROVED by AVDC**

152.3 Appeals:

18/00083/REF - Land Off North Close – APPEAL REFUSED by Planning Inspectorate

18/00088/REF - Backfields, Bletchley Road – APPEAL REFUSED by Planning Inspectorate

152.4 Other planning issues – Members noted:

Neighbourhood Plan – The next steering group meeting was on 13th May 2019. Members have been working on the supporting documentation needed for the draft submission. Some further feedback has been received from AVDC, with more information awaited.

Neighbourhood Plan Grant – members noted that the underspend has been returned to Groundworks UK (end of term 31/3/19). **RESOLVED** that delegated powers are to be given to the Clerk/RFO to make a new grant application subject to recommendations from the Steering Group for anticipated costs.

Members noted: A public consultation proposal has been made by Gladman for 60 new homes in Newton Longville in addition to another proposal 19/01241/AOP for 17 new homes.

Members noted: Strategic Development Management Committee - Wednesday 24 April 2019 - meeting to discuss S106 details for 15/00314/AOP - Land South of the A421 Newton Longville.

153. Correspondence Circulated via e-mail

Members noted:

- Minutes for Great Brickhill, Wing & Ivinghoe Local Area Forum, Tuesday 18th September 2018
- AVDC New consultee access (Planning) demonstration
- BMKALC Parish Unitary Liaison
- BCC Parish Liaison Meeting 27 March 2019 & powerpoint presentations
- BCC Adult Early Help Team - new team from 4/2/2019
- Dog waste service 2019-20 (+2.6%)
- Minutes for Great Brickhill, Wing & Ivinghoe Local Area Forum, Thursday 28th February 2019
- AVDC News for the Parishes - March 2019
- AVDC Review of Polling Districts & Polling Places 2019
- News Update from TfB for Parish & Town Councils.
- Central Govt £3million to regenerate Village Halls (forwarded to Greenacre Hall Committee)
- BCC News: Weekly roadworks update
- BMKALC Parish Unitary Liaison report
- BMKALC Membership Services – Legal provider

154. Recreation Field/Play Area

(S106 Balance £1,806.00) – Members noted:

- Outdoor gym equipment – members noted that the grant funding has been finalised. In addition, S106 funds release has been agreed by AVDC's S106 officer. A stipulation of their release is a post installation safety inspection. **RESOLVED to agree** a post installation safety inspection. **FURTHER RESOLVED to** substitute a higher grade of one piece of equipment at no extra cost due to non-availability.
- Members noted that the annual RoSPA inspection is due to take place in May/June. **RESOLVED to agree** to repair retaining border around red swing set which will be replaced with pressure treated wood (£90). **FURTHER RESOLVED to** purchase a wet pour patching kit - £125 + VAT.

- Dog waste bin collections – **RESOLVED** to agree twice weekly collections year round (currently once in winter months) - (78 collections/yr - £90.92/bin; vs 104 collections/yr - £118.48/bin = additional £137.80/yr).
- Stressed Chestnut tree in front of Play Area on BCC verge – awaiting action by TfB to remove
- Commemorative bench – members reviewed and agreed that the bench should be located to the right of the new outdoor gym area on the boundary.
- Members noted that the Cricket Club has received an offer to weed treat the outfield (free) from Three Locks Golf Club. Clerk has requested proof of spraying license and will follow up with CC.
- MUGA goal mouth netting – Cllrs Perry & Harvey to repair.
- Members considered whether use of MUGA or recreation area by businesses for physical training requires proof of liability insurance. **RESOLVED that** the Clerk is to request a waiver that the Parish Council is not liable for injuries and for sight of liability insurance.

155. AVDC and Bucks

155.1 Aylesbury Vale District Council (AVDC)

Nothing to report

155.2 Bucks County Council

Members noted the Parish Liaison Unitary report issued by BMKALC.

156. 157.0 Highways, Footpaths, Footways & Street Lighting:

156.1 LAF Traffic Calming

Members noted that work outside the school has been completed. A request has been received to permit parking on the pavement during schooltime and access for contractors during holidays. **RESOLVED that** general parking on the pavement is not permitted as it would be a safety issue. Removal of the bollards is permitted for emergency access. The Parish Council will consider access for contractors/deliveries but not during school drop-off/pick-up times. Cllr Colborne-Baber to discuss further with headmistress. Clerk to confirm in writing. Kerbing works between Church End & Holly Rise are underway using traffic light controls. 30 mph repeater signs and village gateway upgrades and road markings will be installed next. AVDC's grants' officer has been updated with progress. Asset register to be updated upon completion (bollards & gates).

156.2 Large Vehicles

Members noted that there has been no response to the request for surveying larger vehicles using the village as a cut-through. Cllr Batley to conduct survey.

156.3 Devolved Services

Members noted that Mursley has not located the missing strimmer – Clerk to remove from asset register.

156.4 Oxford-Cambridge Expressway

Members noted correspondence from BEAG and Cllr Perry will draft a statement on behalf of the parish. Councillors to review.

157. Finance

157.1 Bank Balances

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

| | | |
|------------------------------|------------|-------------------------------------|
| Treasurers Account | £ 4,717.10 | (as at 31 st March 2019) |
| BIA Account | £47,040.03 | (as at 31 st March 2019) |
| Poor Land Treasurers Account | £ 640.53 | (as at 31 st March 2019) |
| Poor Land Call Account | £ 8,109.01 | (as at 31 st March 2019) |

157.2 Payments

RESOLVED to make the following payments:

BT - £186.60 (£155.10 + £31.10 VAT) – Broadband/telephone 1/3-31/5/19 – D/Debit 01/04/19
 Npower - £219.40 (£182.83 + £36.57 VAT) – MPAN1 unmetered street lighting Feb '19 – D/Debit 15/04/19
 Npower - £12.58 (£10.48 + £2.10 VAT) – MPAN2 unmetered street lighting Feb '19 – D/Debit 15/04/19
 BALC - £117.41 – 2019/20 BMKALC/NALC membership – cheque 0782 (signed between meetings)
 Bucks Best Kept Village - £25.00 – 2019 entry – cheque 0783 (signed between meetings)
 Deborah O'Brien – £928.28 (Apr salary £410.40; less PAYE £2.40; working from home allowance Apr £18; Postage £2.26; Stationery £3; Cable ties/padlocks £17.07; CCTV signage £135.45; PC laptop/Office365 £261.68; VAT £82.82) – cheque 0784
 HMRC – £2.40 – April PAYE – cheque 0785
 Mr. K. Rolls - £8.58 – allotment refund – cheque 0786
 Willowbridge Marina - £48.00 (£45.72 + £2.28 VAT) – tractor diesel – cheque 0787
 NBPPC - £20.00 – 2019/20 membership – cheque 0788
 Aylesbury Mains - £92.64 (£77.20 + £15.44 VAT) – streetlight repairs o/s 46 Main Rd – cheque 0789
 Alan Burden - £151.01 (£128 mowing rec & play area; £23.01 Devolved fuel/oil) – cheque 0790
 BALC - £139.76 – 2 x allotment training course – cheque 0791
 Broxap Ltd - £150 (£125 + £25 VAT) – wetpour repair kit – cheque 0792
 Stewkley Enterprise Agency - £464.28 – March & April Devolved Services – cheque 0793

157.3 *Income*

RESOLVED to note the following income:

Interest: DPPC BIA a/c £1.96 (Mar); Poor Land Call a/c £0.31 (Mar)
 Allotment rental £11.48
 D. W. Gurney -£1,330.00 - Poor Land Tenancy
 Bucks CC - £1,448.80 – Devolved Services allowance
 HMRC - £2,489.22 – VAT refund 2018/19

157.4 *Income & Expenditure Reports, Bank reconciliations and Budget Year end totals*

RESOLVED to approve the Income & Expenditure Reports, Bank reconciliations and Budget Year end totals dated 31st March 2019. These reflect final year end 2018-19 totals.

157.5 *VAT Refund 2018-19*

Members noted that a refund claim has been made to HMRC in the amount of £2,489.22.

157.6 *Annual Governance & Accountability Return (AGAR)*

Members noted that the Internal Auditor will review all documentation on 8th May 2019. Members reviewed AGAR page 5 – 'section 2' Accounting Statements for accuracy. Members further reviewed the Explanation of Variances & Asset Register 2018-19.

158. 159.0 Allotments

(Cllr Harvey did not vote in these discussions)

- Members noted that there are two half allotments available at Manor Gardens.
- **RESOLVED that** the installation of retaining boards on allotment 10B 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.
- Councillors have asked for further information/diagram illustrating the location for a tenant's request to install an additional greenhouse at allotment 3A. Bench structures to be included.

- Members noted that a suggestion has been made to turn unusable plot 12 into an allotment community area, possibly suitable for fruit trees. This was deferred until after allotment training on 21/5 – next meeting 24/6.
- Members discussed the formation of an allotment association. Clerk & a councillor will attend BMKALC/NSALG training course offering advice in this regard.

159. **Date of next meetings**

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

- Monday 20th May 2019 – Annual Parish Meeting 7pm, Annual Parish Council meeting to follow
- Monday 24th June 2019
- Monday 29th July 2019
- No meeting in August
- Monday 30th September 2019
- Monday 28th October 2019
- Monday 25th November 2019
- No meeting in December
- Monday 27th January 2020
- Monday 24th February 2020
- Monday 30th March 2020
- Monday 27th April 2020

160. **Exclusion of Public and Press**

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.

(Cllr Harvey did not vote in discussions minuted as 161.1 and 161.2)

160.1 Legal

Members noted response from a resident relating to correspondence issued on professional legal advice. **RESOLVED** that the Clerk should refer the correspondence to the PC solicitor for review and further advice.

160.2 Policies

Members noted a resident’s response to the Parish Council’s advisory letter regarding its persistent/vexatious complaints policy. Clerk to keep a written record.

160.3 Legal Costs

Members noted that BMKALC has referred the Parish Council’s request for costs following advice received to BMKALC’s insurance company.

Meeting closed at 10:05 p.m.

Signed Date
 Chairman