

DRAYTON PARSLOW PARISH COUNCIL

3 The Pightle • Drayton Parslow • Bucks MK17 0LQ

Tel: 01296 728131 • <http://draytonparslowparishcouncil.org.uk>

Parish Clerk: Deborah O'Brien

20th February 2019

Dear Councillors and Residents of Drayton Parslow,

I hereby give you notice that a meeting of Drayton Parslow Parish Council will be held at the **Sports & Social Club** on **Monday 25th February 2019 at 7:30 p.m.**

All Members of the Council have been summoned to attend for the purposes of considering and resolving upon the business to be transacted at the meeting set out hereunder.

The public are also invited and are welcome to attend and before the Parish Council Meeting there will be a period of public questions.

Deborah O'Brien *Deborah O'Brien* Parish Clerk

1. Agenda

Apologies - Members are asked to receive apologies.

2. Declarations of Interest & Dispensation requests

To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012

3. Minutes

Members are asked to receive the minutes and confirm the recommendations or resolutions therein of the meeting of the Parish Council held on:

21st January 2019 DPPC/11/1819

4. Unitary Parish Liaison Meeting

Members are advised that Cllr Harvey will be attending a Parish Liaison Meeting on 21st March to receive further information regarding the implementation of the Unitary Authority. Councillors are asked to consider any questions or concerns they wish Cllr Harvey to raise.

5. Parish Council business

Broadband – both DPSSC & Greenacre Hall committees have agreed that the Gigaclear option should be pursued. Clerk is liaising with Joe Ferrara at Gigaclear who will make arrangements for a site survey to be conducted.

Broadband – a request for assistance has been made by a resident on Newton Road which is served by a cabinet in Bletchley. Service is poor – 1.3MBS

CCTV enhancements – 3 quotes have been requested and will be considered in closed session due to proprietary nature.

Complaint about parking on Friday 15/2/19 Upper & lower rec car parks – members are asked to review complaint received.

Churchyard maintenance – to confirm payment of £750.00 (budgeted) towards maintenance/mowing of the Churchyard (GPC)

Lighting pole located in Churchyard – a further quote was received to stabilise and secure the pole in the amount of £150.00. Contractor to supply insurance details.

Action plan for death of Head of State – members are advised that all levels of local government are expected to have contingency plans in place. AVDC has given further advice and members are asked to consider appropriate actions such as a book of condolence.

Annual review of governance documents – members are asked to consider and adopt/re-adopt:

Code of Conduct (as adopted July 2012)

- 201902 Revised Standing Orders based upon NALC revision July 2018
- 201902 Updated Financial Regulations
- 201902 Complaints Procedures
- 201902 Legal Protocol for developers (as adopted July 2015)
- 201902 Risk Assessment – general
- 201902 Play Area/MUGA Risk Assessment
- 201902 Upper Rec pitch maintenance Risk Assessment

To agree expenditure for BMKALC/FOI councillor training - £59.88 28/2/19

Members are reminded that a Parish Council laptop is to be sourced and purchased to comply with GDPR (included in 2019/20 budget and discussed at May 2018 meeting)

GDPR/PC dedicated e-mail – members are asked to consider: whether to purchase a dedicated domain (£6.99/yr) or use existing domain; 12 month costs for 7 email essentials (5GB storage) + 1 Email plus (50GB storage) = £215.04+£43VAT/yr. Another option is 7 email essentials plus 1 business premium (50GB) including Office Suite = £263.04 +VAT/yr total. (2019/20 budget). These prices can be held for 2 or 3 years if purchased as a 2 or 3 year term requiring greater initial outlay.

6. Planning

New Applications:

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

19/00506/APP | Part two storey and part single storey rear extension and single storey front extensions | 16 Main Road Drayton Parslow

Decisions - Made by AVDC

None at time of agenda

Appeals:

18/00083/REF - Land Off North Close – awaiting decision

18/00088/REF - Backfields, Bletchley Road – appeal hearing 12th March 2019

Other issues:

Neighbourhood Plan – The last steering group meeting was on 18th February 2019. It is anticipated that the revised draft will be available for consideration at the March PC meeting. Cllrs Perry, Harvey & Bruce to update.

7. Correspondence circulated via e-mail between meetings:

NALC Loneliness Call for Evidence

BCC Mature Drivers Assessment

AVDC Community Emergency Planning – clerk has replied

CIB January 2019 - a celebration of rural communities

BCC Dignity In care Awards 2019

BCC Safer Bucks Priorities 2019 / 2020

BCC TTRO - Various roads, Aylesbury Vale District

Revised minutes relating to NBPPC meeting held on Wednesday 16 January 2019

BMKALC Weekly Updates

Committee on Standards in Public Life Report

BCC News: County choose team of councillors for the new Buckinghamshire Council Shadow Executive

BMKLAC HR Services Partnership

East West Rail Update Feb 2019

Join Keep Britain Tidy's Great British Spring Clean 22/3-23/4

MCHLG survey on Communities Framework

Minutes for Great Brickhill, Wing & Ivinghoe Local Area Forum, Tuesday 18th September 2018

Additional Buckinghamshire Minerals and Waste Local Plan Modification Consultation

Our Vale - crowdfunding workshop invitation 28 Feb

8. Recreation Field/Play Area (Balance S106 funds £1,806.00)

Tractor servicing – Browns is to replace worn bushes & pins which is quoted within budget allowed.

Outdoor gym equipment – awaiting decision from WREN (due in March)

Stressed Chestnut tree in front of Play Area on BCC verge – awaiting action by TfB to remove

Members are asked to consider location and installation of commemorative bench

A risk assessment has been requested from the Cricket Club

Molehills in play area – Clerk will contact pest control when the ground is drier. The play area will need to be closed for at least 2 days. Members to consider the purchase of 2 chains and padlocks to prevent access.

9. Aylesbury Vale District Council (AVDC)

Email from Cllr N Blake

Bucks County Council

Rights of Way Improvement plan survey – response required

10. Highways, Footpaths & Footways, Street Lighting, Transportation, Devolved Services

LAF Traffic Calming project – To note free supply & installation of 30 mph repeater signs. To consider: allotment side kerbing to extend as far as Holly Rise driveway only (resident has been consulted and is in agreement with Highways proposals); additional kerbing to extend from allotment end to junction of Church End; grassed area to left of school in pavement to remain as grass; bollards to be adjusted for ease of access and entire area in front of school to be tarmacked; north & south gates; confirmation and agreement of costings.

Members are asked to note the latest statistics from the MVAS equipment

Devolved Services – Members are advised that the signed 2019/20 contract has been submitted to Bucks CC.

Devolved Services – members are advised that the revised contract for 2019/20 has been signed by Stewkley Enterprise Agency and is available for counter-signature.

A tenant has asked permission to install retaining boards on the other part of their plot 3A.

To consider advice relating to lease renewal previously received from BMKALC and any action to be taken.

Members are asked to consider and review management of the Allotment Gardens. The formation of an allotment association is an option and a draft letter is to be reviewed.

14. Dates of next meetings

Members are asked to note the next meeting dates:

Monday 25th March 2019

Monday 29th April 2019

Monday 20th May 2019 (following Annual Parish Meeting at 7pm)

15. 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 is therefore RECOMMENDED, pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, that the public and press be excluded.

To consider quotes received for CCTV enhancements (proprietary information)

To consider the outcome of Code of Conduct Complaints

To consider further professional legal advice

Agenda for the Trustees of The Poor Allotment or Common Charity

(Cllrs Perry, Colborne-Baber, Harvey & Wilson)

THE CHARITY RENTS OUT LAND FOR INCOME AND ANNUALLY WILL APPLY SUCH RENTS FOR THE RELIEF OF FINANCIAL HARDSHIP, EITHER GENERALLY OR INDIVIDUALLY, OF PEOPLE IN THE DRAYTON PARSLOW PARISH BY MAKING GRANTS OF MONEY FOR PROVIDING OR PAYING FOR ITEMS, SERVICES OR FACILITIES.

1. Receive Apologies for Absence
2. Receive the Minutes and confirm the resolutions and actions therein of the meeting held on 26th November 2018

Members are advised of Bank Balances as of 31st January 2019: £640.53 (current); £8,108.33 (call)

Income received Nov 2018 – Jan 2019: Interest £1.01

Members are asked to consider the current status of the farm business tenancy lease

3. Next meeting to be determined as needed