

Drayton Parslow Parish Council

PO Box 6444
Leighton Buzzard
LU7 6FX

Tel: 07516 344248

Email: draytonparslowclerk@gmail.com

Website: www.draytonparslowparishcouncil.org.uk

Dated: 28th July 2025

MINUTES OF THE PARISH COUNCIL MEETING – 30th June 2025

Name	Position	Present	Absent	Tally
Dave Wheeler	Chairman	✓		3/3
Steven Colborne-Baber	Vice Chairman	✓		3/3
James Bruce	Councillor	✓		3/3
David Perry	Councillor	✓		3/3
Richard Wemyss	Councillor	✓		2/2
Carol Wemyss	Councillor		✓	1/3
Grahame Williams	Councillor		✓	1/3
Jilly Jordan	Unitary Councillor	✓		N/A
Chloe Collins	Clerk	✓		N/A
Huw Perry	RFO		✓	N/A
Members of Public		0		

Papers circulated in advance of the meeting:

- July Agenda
- Draft June 2025 Minutes
- July 2025 Meeting Bundle

Meeting Opened: 19:30

Meeting Closed: 21:26

The Chairman opened the meeting.

Cllr Grahame Williams informs Council of his resignation and departs the meeting. He thanked Council for their hard work. In return Council thanked Cllr William for his contribution.

089/25 Apologies for Absence

Apologies were received from Cllr Carol Wemyss.

RESOLVED: The Council approved the apology and accepted the reason for absence in accordance with Section 85(1) of the Local Government Act 1972.

090/25 Declarations of Interest

RESOLVED: To note declarations of interest received from Cllr Richard Wemyss regarding the Allotments and Greenacre Hall. Additionally, Cllr Wemyss declared an interest in matters relating to the Church.

091/25 Dispensations for Disclosable Pecuniary Interests

RESOLVED: To note that no requests for dispensations were received.

092/25 Public Participation

RESOLVED: To adjourn the formal business of the meeting for up to 15 minutes to allow members of the public to make representations on agenda items and to register public comments received via email. No members of the public were present.

093/25 Reports from Unitary Councillors

RESOLVED: To receive and note the report from Buckinghamshire Council Cllr Jilly Jordan.

- Pothole has been resolved.
- Crossroads: no update.

Action: Write to MP regarding the crossroads, as part of a collective voice from parish councils.
MP meeting: noted.

094/25 Minutes

RESOLVED: To approve the draft minutes of the full Parish Council meeting held in June 2025 as a true and accurate record, to be signed by the Chair. A copy of the draft minutes is available on the website: <https://draytonparislowparishcouncil.org.uk/meetings/>

095/25 Planning and Licensing Matters

RESOLVED:

- 95.1.1 To note that no planning applications have been considered for comment since the last meeting, with authority delegated to the Clerk in consultation with Members to meet statutory deadlines.
- 95.1.2 To note that the Council will not be submitting responses to applications before the next scheduled meeting.
- 95.1.3 To note planning decisions issued by Buckinghamshire Council.

096/25 Allotments

RESOLVED

96.1 To note allotment requests and updates from plot holders.

- Alan Burden to be asked to cut back brambles.
- Allotment fees to remain the same as last year.
- Skip to be arranged for end of October.
- Letters to allotment holders to include a note that rents may increase due to rising lease costs and additional works. Letter to ask if they wish to continue leasing the plots as we now have a wait list.
- Garden waste and metal to be disposed of appropriately.

097/25 Finance

83.1 Payments Schedule

RESOLVED: To approve the schedule of payments and receipts requiring authorisation and to note those approved under delegation to the RFO, in line with the Council's Financial Regulations.

Action: Amend the poor land application form to request supplier bank details.

098/25 Action Log

RESOLVED

To note update on the Action Log:

- Hedge cutting from Stones Way through to Prospect Close is the responsibility of AVDC.
- Ask contractor for a quote to cut the hedge around the perimeter of the MUGA.
- Scan and share maps with hedge details.
- Rob to be asked to cut hedge at the car park.
- Goss to complete work at the allotments.
- Overgrown alleyway at Guinness House Trust triangle (circled on the map) noted.
- Vegetation between Love Row and The Barn is overgrown and requires cutting.
- Tree maintenance needed – to be referred to the relevant landowner.
- Contact bench owner regarding condition and responsibility.

099/25 Recreation Ground / Open Spaces

RESOLVED

99.1 To note ROSPA report and agree remedial actions for repairs – quotes to be obtained and ask T Moore if he can complete the required works

99.2 To note Wardens' playground inspections.

99.3 To defer tree work quotations and approve accordingly.

99.4 To note there is a continued use of lower Rec car park. Action to reiterate expectations in next village news highlight the car park is private for use of hall and social club only.

100/25 Remembrance Sunday

RESOLVED: To approve expenditure of £25.00 under s.137 of the LGA 1972 to purchase a remembrance wreath, which is considered to be in the interest of the area and of benefit to residents.

Action: Arrange road closure and request volunteers. Ask for contact details of those interested in future event participation.

101/25 Defibrillator / Phone Box

RESOLVED

To note we await quotation for the installation it is agreed that should a quote arrive before the next meeting

102/25 Highways / Crossroads

To receive an update on the crossroads/highways.

Action: Clerk to inform the Social Club of the planned works.

103/25 Reports from Representatives on Outside Bodies / Working Parties / Wardens

103.1 To receive reports from councillors appointed as representatives to outside bodies or working parties.

No significant updates.

- Warden submitted a playground inspection report and highlighted the need again for an arborist to assess trees at the recreation ground.

Actions:

- Instruct tree surgeon as above awaiting quotes.
- Write to Alec requesting any issues spotted are to be reported directly to Bucks.

104/25 Clerk Correspondence

RESOLVED: To note correspondence and communications detailed in the Clerk's report.

105/25 Items for Discussion at a Future Meeting

RESOLVED: To include the following for the next agenda:

106/25 Date of Next Parish Council Meeting

Noted: The next Parish Council meeting will be held on Monday 29th September 2025 at 7:30pm in the Carrington Room, Greenacre Hall, Drayton Parslow.

Additional Actions:

- DNO enclosure: the old wooden unit has holes and needs to be repaired or upgraded to current standards. This is the responsibility of the DNO.
- Respond to Gerry Miller regarding sparking issue.

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Report to Members of the Parish Council

TO:	Members of the Parish Council
MEETING DATE:	July 2025
SUBJECT:	Planning
REPORT AUTHOR:	Chloe Collins

Agenda item No: 7

7.1 To note the list of planning applications considered for comment since the last meeting and delegated to the Clerk in consultation with Members and due to meeting the statutory consultation deadline.

7.2 To consider and comment on planning applications within the Drayton Parslow parish on the Buckinghamshire Council planning portal. Any applications received by the Clerk after publishing the agenda will be tabled at the meeting).

7.3 To receive notification of planning decisions from Buckinghamshire Council [attached].

Erection of a steel frame building

Planning Application

Ridge Farm Main Road Drayton Parslow Buckinghamshire MK17 0LJ

Ref. No: 25/01830/APP | Received: Mon 16 Jun 2025 | Validated: Wed 25 Jun 2025 | Status: Pending Consideration

Householder application for single storey northern extension, new single storey porch extension, two storey eastern link building with balcony and oak framed garage block with home office over

Planning Application

Crossroads Farm Newton Road Drayton Parslow Buckinghamshire MK17 0LB

Ref. No: 25/01801/APP | Received: Wed 11 Jun 2025 | Validated: Tue 15 Jul 2025 | Status: Pending Consideration

Householder application for single storey rear extension with replacement roofs to parts of rear. Garage conversion and fenestration alterations
Planning Application

The Granary Highway Drayton Parslow Buckinghamshire MK17 0JW

Ref. No: 25/01787/APP | Received: Tue 10 Jun 2025 | Validated: Mon 21 Jul 2025 | Status: Pending Consideration

Requests for consultation

Letter Reference:	Consultee:	Date Requested:	Expiry Date:	Days to Expiry:
Not Available	Drayton Parslow Parish Council	Tue 22 Jul 2025	Tue 19 Aug 2025	28

Householder application for demolition of existing single storey side extension. Construction of a two storey and single storey side extension. Roof alteration replacing existing flat roof with a pitched roof, porch extension to front and rear elevations and fenestration alterations
Planning Application

Dorcas Farm Dorcas Lane Stoke Hammond Buckinghamshire MK17 0EA

Ref. No: 25/01847/APP | Received: Mon 16 Jun 2025 | Validated: Fri 18 Jul 2025 | Status: Pending Consideration

Householder application for single storey northern extension, new single storey porch extension, two storey eastern link building with balcony and oak framed garage block with home office over
Planning Application

Crossroads Farm Newton Road Drayton Parslow Buckinghamshire MK17 0LB

Ref. No: 25/01801/APP | Received: Wed 11 Jun 2025 | Validated: Tue 15 Jul 2025 | Status: Pending Consideration

Requests for consultation

Letter Reference:	Consultee:	Date Requested:	Expiry Date:	Days to Expiry:
Not Available	Drayton Parslow Parish Council	Tue 15 Jul 2025	Tue 12 Aug 2025	19

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Report to Members of the Parish Council

TO:	Members of the Parish Council
MEETING DATE:	30 th June 2015
SUBJECT:	Recreation Ground/Open Spaces
REPORT AUTHOR:	Chloe Collins

Agenda item No: 10. Recreation Ground/Open Spaces
10. Request for Report: Car Park Repainting Proposal

Main Road Play Area — Works Summary

Priority Maintenance (Medium Risk or Safety-Critical):

1. Nest Swing:

- Tighten loose/missing fixtures.
- Check and monitor decaying timber.
- Dismantle and inspect support components as per manufacturer's instructions.
- Re-glue and fill surfacing gaps.
- Monitor worn D-shackles.
- Prevent future strimmer damage to posts.

2. Trim Trail:

- Replace or repair decayed timber and posts.
- Monitor exposed metal rope cores.
- Consult manufacturer for maintaining single-post stability.
- Sand natural timber splits; monitor for loose fixings.

3. MUGA (Multi-Use Games Area):

- Repair bent panels and cracked welds.
- Monitor leaning posts due to net cable strain.

- Replace damaged bolt cap.

4. **5-a-side Goal Post:**

- Sand, repaint, and repair corroded areas.
 - Monitor and reset post if ground loosening worsens.
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Additional Maintenance (Low Risk but Necessary):

- **Rocker - Cow & Tractor:**
 - Secure rotating hand grips.
 - Fill/seal surfacing gaps.
 - **Junior & Toddler Swings:**
 - Monitor chain wear (replace if >40% wear).
 - Replace degrading swing seat rubber before metal exposure.
 - Replace missing cap on toddler swing.
 - **Multiplay - Junior:**
 - Monitor worn chain link connectors and decayed timber.
 - **Signage & Gates:**
 - Modify unreadable ownership sign.
 - Adjust gate closing mechanism for safety near road.
-

Outdoor Gym Equipment — Works Summary

Priority Maintenance (Fixtures/Safety):

1. **Stepper:** Replace missing or loose fixtures.
 2. **Hip Twister:** Tighten fixtures.
 3. **Dip Station:** Replace missing cap.
 4. **Squat Equipment:** Monitor and possibly repair bending.
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General Maintenance:

- **Spin Bike & Hip Twister:**
 - Clean sap buildup to prevent corrosion.
 - Regularly remove bird fouling using disinfectant.
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Recommendations

- Establish a **routine maintenance schedule** (quarterly) for all wood components, metal joints, and surfacing to prevent decay.
- For high-decay timber elements (e.g. Nest Swing, Trim Trail), consider **specialist timber testing** (resistance penetration).
- Ensure **records of inspections** and maintenance are documented as part of health & safety compliance.