

HANSLOPE PARISH COUNCIL

☎07383 091319

✉clerk@hanslopeparishcouncil.gov.uk

**Minutes the Meeting of Hanslope Parish Council on Monday 11th March 2024 at 7.00pm
at the Community Hall, MK19 7LG.**

MINUTES

Present:

D Courtman (Chairman)

R Simpkins

E Price

A Andrew

J Moore

A Geary

R Wallond

Clerk: G Merry

0 members of Public

24.027 Apologies: Were received and accepted from Cllrs Pacheco and Flatley.

24.028 Minutes from previous meetings held 12th February 2024

MOTION: To approve the minutes of the meeting PROPOSED by Cllr Andrew SECONDED by Cllr Price and AGREED

24.029 Declarations of Interest: No declarations.

24.030 Public Participation: No items

24.031 Council

- i. **Clerk's Report:** Income for the year to date is £146,574 (108% of budget) and expenditure is £168,727 (99%). Additionally, £38,238 has been spent from EMRs, for earmarked projects. This month has included some maintenance work and the continuation of risk assessments to ensure compliance. This included Fixed Wire Electrical Testing, work to fix the changing room doors which were leaking water and the hall toilet door which had swollen. The roller shutter has been fixed and repairs carried out to the hall roof. Any foam fire extinguishers will soon no longer be permitted and will be replaced. The clerk attended a course on Event Risk Management and Martyn's law. Hall bookings have seen an overall fall in the last year with some groups not continuing due to the cost of living and not having enough enrolments. The Stay and Play run by the Woodlands Children's Centre, is having its budget reduced by MKCC, and have submitted a grant request to the PC for some support. The clerk checked that emails are now going to Cllr's .gov addresses.
- ii. **Arrangements for the April meeting:** It was agreed that the Annual Parish Meeting (on 8/4/24) will be from 7.30-8.30pm with the regular council meeting from 6.30pm and then recommencing after the APM has concluded. Cllrs agreed to give short presentations and it was agreed that the Secretary of the Hornets will be invited to speak, along with a representative from Park's Practice.
- iii. **Enforcement Scheme update:** The clerk advised that she has requested that from April, the officer works Saturday & Sunday mornings, Friday afternoons into the evening, plus 1 or 2 other slots to make up his hours. This was agreed.
- iv. **Highways updates:** Cllr Courtman went through the SID figures. These had been situated in Park Road and Forest Road, where a speed of 85mph had been recorded inside the 30mph limit. The data will be published on the PC website.
- v. **Crime updates:** No update. Cllr Courtman is working on encouraging the new PCSO to engage

better with the PC. There will be a Community Police Forum for the area, on 27/3/24, at Hanslope Community Hall, from 7pm and this will be publicised.

- vi. **Speeding updates:** Cllr Wallond reported that volunteers for the Speedwatch scheme have reduced but TVP have given permission for an additional CSW location at Tathall End, where residents have been concerned about speeding. The clerk reported that the PC was successful in its application to the Community Infrastructure Fund. Half the cost of 2 new permanent SIDs has been awarded @ £4,600, which the PC will match fund. MKCC are currently checking the proposed locations.
- vii. **Cllr Training:** Cllr Flatley had attended Cllr training on 19/2/24.
- viii. **Any reports from Cllrs:** Cllr Courtman will be attending an MKCC Biodiversity and Net Gain event and will report back.

gm 32
24.000 Planning

- i. **New planning applications March 2024.** Cllrs Price and Courtman outlined the recommendations from Planning working group. Discussion/agreement on PC responses as follows: -

APPLICATION NO.	ADDRESS	APPLICATION	COMMENT DEADLINE	PC RESPONSE
24/00347/TCA	12 High Street Hanslope MK19 7LQ	The removal of 2x Cypress trees	15/03/2024	No Objections
24/00373/HOU	20 Hartwell Road Hanslope Milton Keynes MK19 7BZ	Removal of existing extension and internal staircase, replacement with new extension and staircase access to revised first floor layout	21/03/2024	Request further details
24/00386/NMA	63A Hartwell Road Hanslope Milton Keynes MK19 7BY	Non-material amendment seeking to raise height of eaves of shed from 1.75m to 2.0m, (relating to permission ref. 23/00747/HOU for the erection of a wooden shed to the rear garden	NMA only	No Objections
24/00409/HOU	5 Newport Road Hanslope Milton Keynes MK19 7NA	The erection of a single storey rear extension	26/03/2024	No Objections
24/00350/HOU	12 High Street Hanslope Milton Keynes MK19 7LQ	The removal of existing garage and erection of new detached garage	01/04/2024	No Objections
24/00389/HOU	68 Williams Close Hanslope Milton Keynes MK19 7BT	Demolition of single storey front extension, and erection of two storey front extension and bay window, and part two-storey, part single storey rear extension including insertion of Juliette balcony into the side elevation.	02/04/2024	Request further details

MOTION: To agree the parish council's responses to applications, as above, PROPOSED by Cllr Price
SECONDED by Cllr Simpkins and **AGREED**.

- ii. **Revision of Neighborhood Plan: Update from working group, agreement of recommendations and approval of any costs:** Cllr Price reported that the Steering Group are in the process of each writing up a section of the revised NP and this will be completed in the coming weeks. The next meeting should involve agreeing and finalising wording and policies, after which the consultants will finalise the submission version. Mr. Watson and Mr. Everington were thanked for their work on the Plan. It was agreed the group were delegated to finalise the wording.

MOTION: To agree the NHP Steering Group have delegated authority to made decisions as above PROPOSED by Cllr Andrew SECONDED by Cllr Geary and **AGREED**

Agd

24.033 Finance

- i. **Reconciliations and financial situation report to Feb 29th 2024:** The clerk circulated the accounts to 29/02/24 and Cllr Price confirmed reconciliation checks had been carried out for February. There were no questions.
- ii. **Year-end audit timeframe 2024:** The clerk advised that accounts year-end will take place on 3/4/24 and she will prepare the AGAR during early April. If the internal audit can be carried out in early May, the AGAR can be signed off at the May PC meeting. The Period of Elector's Rights will be confirmed in due course but will include the first 10 working days of July.
- iii. **Approval of payments, including any grant applications – Feb/March 2024:** The clerk circulated the list of payments for approval and the 2 grant applications were discussed in detail. Woodlands Children's Centre would receive the full requested amount to allow their sessions in Hanslope to continue. Cllr Andrew advised of Government funding to match-fund the cost of defibrillators and it was agreed on this basis, that the PC would grant half the amount requested by Hanslope Club:

	Invoice from	For	Net	Vat	Total
18/01/2024	AAES Electrical Ltd	Christmas Lights Down from £4670 (+VAT) as less work	£ 2,550.00	£ 510.00	£ 3,060.00
21/02/2024	Smith recycling	Advance payment for skip for allotments	£ 260.00	£ 52.00	£ 312.00
27/02/2024	Sprint Door Systems	Repairs to roller shutter	£ 189.00	£ 37.80	£ 226.80
29/02/2024	Suez	Feb empties	£ 43.00	£ 8.60	£ 51.60
29/02/2024	Kingdom LA Support	Feb enforcement contract	£ 646.00	£ 129.20	£ 775.20
01/03/2024	Tove Landscapes	Hedge cut - Williams Close bungalows	£ 350.00	£ 70.00	£ 420.00
01/03/2024	Marcus Young Landscapes	Feb bins and dog bins	£ 716.80	£ 143.36	£ 860.16
01/03/2024	Anne Washington	Caretaking - Feb plus gate latches	£ 583.56		£ 583.56
08/03/2024	Tara Davies	Hall and Pavilion cleaning - Feb	£ 150.00		£ 150.00
08/03/2024	Better Roofing Ltd	Repairs to Hall roof	£ 496.65	£ 99.33	£ 595.98
11/03/2024	G Merry	PC Phone - 2 months			£ 20.52
Expected	J Cass	NHP Steering Committee - admin & documents			
GRANT APPLICATIONS					
08/03/2024	Woodlands and Tickford Hill Children's Centre	Support for Hanslope parent/baby/toddler group to continue 2024-25 (Hall hire - 6 months)	£ 684.00		£ 684.00 awarded
11/03/2024	Hanslope Club	Support for defibrillator (publicly accessible)	£ 1,725.00		£ 862.50 awarded
INVOICES PAID					
19/02/2024	Amazon	Ink	£ 38.26	£ 7.65	£ 45.91
19/02/2024	British Gas	Hall Gas Jan-Feb	177.66	£ 8.88	£ 186.54
19/02/2024	Adobe	Subs	£ 16.64	£ 3.33	£ 19.97
19/02/2024	Hugo Fox	Website hosting	£ 9.99	£ 2.00	£ 11.99
20/02/2024	Hazel Roberts	Allotment AGM speaker	£ 57.00		£ 57.00
20/02/2024	Daryl English	Allotment clearance	£ 100.00		£ 100.00
20/02/2024	British Gas	Hall - Elec - Jan-Feb	£ 38.55	£ 1.93	£ 40.48
22/02/2024	British Gas	Pavilion Elec Jan-Feb	£ 190.14	£ 9.51	£ 199.65
27/02/2024	G Merry	Feb Salary	£ 1,568.45		£ 1,568.45
27/02/2024	HMRC	Feb tax and NI	£ 349.07		£ 349.07
27/02/2024	Bucks Pensions	Feb LGPS	544.93		£ 544.93
27/02/2024	British Gas	Pavilion - Gas - Sept-Jan	£ 116.47	£ 5.82	£ 122.29
01/03/2024	BT	Phoneline & broadband	£ 57.15	£ 11.43	£ 68.58

MOTION: To approve invoices as presented, PROPOSED by Cllr Price SECONDED by Cllr Wallond and AGREED.

24.034 Recreation Ground

- i. **Repairs/work carried out and work needed:** The clerk circulated quotes for replacing the failed streetlight in the Rec, Ground @ £750 and £895 respectively and it was agreed to award this to PropertyCare Bucks @ £750.

MOTION: to agree the quote to repair the light, as above, PROPOSED by Cllr Andrew SECONDED by Cllr Simpkins and AGREED
(Cllr Geary left the meeting at 7.45pm)

- ii. **Remedial work needed from Fixed Wire Testing:** This had found both buildings were not compliant and it was agreed that AAES Electrical would carry out the necessary remedial work @ £771 (Pavilion) and £859 (Hall) respectively.

MOTION: To agree the work at the above quotes PROPOSED by Cllr Andrew SECONDED by Cllr Wallond and AGREED

- iii. **Application from group to use premises weekend of 26-28 April:** A group raising money for the charity Super Shoes had asked to use the Hall and changing rooms over this weekend, including use of the showers and sleeping in the Hall. The clerk had requested their times/dates/hours, Risk Assessment, safeguarding arrangements etc. On the basis that this basic information had not been submitted, meaning health & safety and risk appeared not to have been addressed, the application was refused.

MOTION: To agree a response to the group – REFUSAL as above PROPOSED by Cllr Andrew SECONDED by Cllr Wallond and AGREED

- iv. **New Regulations: Fire Safety and Martyn's Law:** The clerk reported that foam fire extinguishers will no longer be compliant and she will replace the 2 currently in the buildings. She asked if the council considered a full fire assessment was needed and this was discussed. It was agreed that a risk assessment and new fire extinguishers would be adequate, since the buildings have substantial fire exits which are checked. Martyn's Law is currently passing through parliament and aims to strengthen risk mitigation for events, in the aftermath of the Manchester Arena incident. It was agreed the council will continue to monitor the requirements.

- v. **Pitch work scheduled:** The application for S106 money to improve the 'Pavilion' pitch was successful and the work scheduled for the second half of April.

- vi. **Possible Summer Events:** No events are currently planned. The clerk agreed to circulate the dates for the summer MKPA play sessions.

24.035 Village Projects

- i. **Update on Bloor's handover of car park and land:** Cllr Simpkins advised that Bloor's contractors are working through the snagging issues but there is still no handover date. Cllr Andrew advised that the Hanslope Fields car park, opposite the Rec. Ground has been opened up by Bloors and residents are using it. She advised that without adequate parking in place, the planning application for Parks Practice will likely fail. It was discussed at length how best to manage this space once the PC adopts it. It was agreed that, once transferred to the PC, the PC has no planned parking restrictions and the clerk was asked to inform MKCC Planning of this, so it may in some way mitigate Highway's concerns over parking for the Practice.

- ii. **Christmas Lights:** The clerk had prepared and circulated a proposal for upgraded Christmas Lights. Cllrs Andrew and Simpkins presented an alternative idea and this was discussed. This would involve individual lampposts having wrapped, single-strand lights and eventually all lampposts in the village would be done. This idea was agreed and the clerk agreed to work on



the costings up to the agreed budget of £5000, to include installation but they would not need removal, as they would remain in situ year-round.

MOTION: To agree expenditure on upgraded Christmas Lights PROPOSED as above by Cllr Andrew SECONDED by Cllr Simpkins and AGREED

- iii. **Hedgehog Highway Project:** The clerk had circulated information from a company promoting Hedgehog Highways in the UK, with packs of 50 tunnels @ £150. It was discussed and agreed to order the first pack of 50 and this year, distribute them to children and families in the village, instead of craft packs. Cllr Wallond agreed to manage the distribution and the clerk will order the packs.

24.036 S106 Projects:

- i. **Public Art proposal – update:** The clerk had contacted MKCC's Public Art officer and asked for a meeting had not heard back.
- ii. **Dr's surgery – update:** The application (phase 1 only – extension and 24-hour dispensary) will be discussed at a MKCC Planning Panel meeting on 18/4/24.
- iii. **Solar Panels – update:** Cllr Wallond talked through the 2nd phase of the procurement process, whereby each of the 3 short-listed companies attended on site. Questions had been addressed and revised prices received from all 3 companies. Cllrs Wallond & Simpkins along with the clerk had met to evaluate the bids. The evaluation method sheet was circulated and discussed, with the working group's recommendation of M&J electrical @ £44,375 approved. Their offer would save the council i.r.o. £4000 per year, with all electricity costs met. The clerk advised that due to the specialist nature of the product and the information on suppliers gathered prior to procurement, it had been decided to set aside Financial Reg. 11.1b and operate under the Public Contracts Regulations 2015 Pt 4 Ch 8 Reg 110 – this was agreed. Cllr Wallond will now work on the S106 application, along with the clerk.

MOTION: To agree the recommendations from the working party that M&J Electrical Contractors Ltd @ £44,375, PROPOSED by Cllr Simpkins SECONDED by Cllr Andrew and AGREED

24.037 Allotments - Any updates

Cllr Simpkins reported that the Open Morning had attracted no visitors but there had been 3 applications for allotments, stemming from the publicity.

24.038 Date of Next Meeting: 8th April 2024. Timings: -

6.30pm – Parish Council Meeting

7.30pm – PC agenda suspended and Annual Parish Meeting start

8.30pm – APM finishes and PC meeting resumes.

Signed (Chairman): D. J. Courtman

Date: 8th April 2024