

Minutes of the Parish Council Meeting of Hanslope Parish Council held on Monday 9th November 2020 at 7.00pm - remotely.

(in accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Crime Panel Meetings) (England and Wales) Regulations 2020).

Present:

Parish Councillors: -

M Palmer (Chair)

J Cass

R Simpkins

J Gregory

A Geary (Ward Councillor MKC)

D Courtman

S Proctor

E Price

C Hogg

Clerk: G Merry

2 Members of the Public

20.105 Apologies

Apologies were received from Cllr G Bowyer (MKC)

20.106 Declarations of Interest:

Cllr Gregory declared an interest in item 20.112 vi.

20.107 To Approve the Minutes of the Parish Council Meeting held on 12th October 2020:

The minutes had been previously circulated and were PROPOSED by Cllr Courtman, SECONDED by Cllr Simpkins, AGREED and SIGNED.

20.108 Public Time:

A member of the public enquired re. the school expansion plans, and Cllr Cass gave an update on this, and where to find the planning documents on the MKC website.

20.109 Council:

- i. **Clerk's Report:** *Due to the current lockdown, the Pavilion is closed to all users. Football is not permitted, although playgrounds can stay open and MUGAs are not mentioned in the prohibited list. MKC had given approval for the \$106 money for the new MUGA but changes proposed in the new Planning White Paper will bring a complete change in the way developer's contributions are administered. There was a need to continue pursuing allocated sums. The PC continues to carry reserves of over £200k and could look to complete projects such as the scout hall refurbishments, CCTV installation and white 'gates', in this financial year. Street Works rules and permits. The white gates are being investigated. The external audit has been passed and there will be a report in due course. The PC was picked up on the amount for precept in the accounting statement did not match that in the minutes. This was due to the district councils slightly altering the amount according to changes in the grant, i.e. the grant given in lieu of council tax not paid by council tenants.*
- ii. **Highway's Updates and Speeding:** Cllr Courtman had completed a survey re. the Neighbourhood Action Group SID (Speed Indicator Device), shared with Sherington and is operated on a voluntary basis. There has been no progress on the pedestrian crossing for the school. Cllr Court also reported streetlamps still out from Long Street Road to Hartwell Road and this is now a Health and safety issue. The clerk agreed to report this but stated that everyone should report faults on the MKC website 'Report It' page, as this will give them more priority. This link will also be published on the PC website.



(Cllr Geary arrived at 19.20)

- iii. **School Land Transfer:** Cllr Proctor reported there had been no word from Bloor's solicitor, but he would chase this up.
- iv. **Reports from Outside Bodies:** Cllr Cass reported that herself and the Clerk had attended a webinar hosted by QC's from Six Pump Court Legal Practice, re. the new Planning White Paper (PWP). This had led Cllr Cass to access the 'Civic Voices' website and view responses from other organisations and as a result, had slightly amended Hanslope PC's response to the PWP.

20.110 Planning:

- i. **Update:** Cllr Cass reported on the following applications:
 - 20/01914/FUL - 34 St James Close, MK19 7LF - Division to create 2 dwellings – An extension to the deadline will be requested
 - 20/01945/REM - Land south of Cuckoo Hill Bungalow, Castlethorpe Rd - 50 dwellings - 34% affordable - (formerly 18/01625/OUT) –deadline had been extended to 18/11/2020.
 - 20/01693/FUL - Eventing Centre, Castlethorpe Road - Outdoor menage and replacement clubhouse building – **Refused**, due to risk associated with entrance and exit onto main road,
 - 20/02180/FUL - Leamington Farm, Bullington End - Change of use to dog exercise and activity area – concern was expressed re. potential parking by the entrance on a bend. The applicants had assured that participants would park on site and as such there was **no objection**.
 - 20/02526/FUL - The White House, Malt Mill Farm - Erection of timber stable block – **No objection**.
 - 20/02586/FUL - 64, Eastfield Drive - Side and rear extension – **No objection**.
 - 20/02623/FUL - 1 Newport Road - 2-storey front & 1st floor rear extension, pitched roof canopy and new fence to front boundary – **No objection**.
 - 20/02635/FUL - Hanslope Village Hall - single storey rear extension – **No objection**
 - 20/02710/FUL - Forbes Barn, Tathall End - Conversion of outbuilding to Annex - **No objection**.
 - 20/02662/FUL - Mawley', Higham Cross Road - Rear extension to existing, conversion of outbuilding to annex, erection of stables, car port etc. – **No objection**.
- ii. **Enforcement:** No report.

20.111: Finance:

- i. **Reconciliations and Financial Situation Report:** Reconciliation checks were being carried out by Cllr Price. The clerk circulated accounts to October 31st, and these showed receipts to-date of £141,919 (105% of budget). Payments were £71,940 (56% of budget). There were no questions.
- ii. **Project planning, budget, and precept:** The clerk had circulated the first draft of the budget and asked for further clarity on planned projects for the year ahead, including any income projections, by the next meeting.
- iii. **Approval of Payments:** The clerk had circulated the list of payments to be agreed (below) and these were reviewed.

| Date | Invoice from | For | Net | Vat | Total |
|------------|----------------|-------------------------|----------|----------|------------|
| 21/10/2020 | Simon Bates | Weed spraying - village | £ 300.00 | | £ 300.00 |
| 31/10/2020 | John Sharpe | Caretaking - Sept | £ 340.00 | | £ 340.00 |
| 31/10/2020 | RTM Landscapes | Landscaping - Sept | £ 979.17 | £ 195.83 | £ 1,175.00 |



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|---------------------------|------------------------|---|------------|----------|------------|
| 03/11/2020 | RTM Landscapes | Hedge trim - Castlethorpe Road | £ 120.00 | £ 24.00 | £ 144.00 |
| 05/11/2020 | Tara Davies | Pavilion Cleaning | £ 75.00 | | £ 75.00 |
| 07/11/2020 | Lotte Landscapes | Rec - Ground Maintenance | £ 788.33 | £ 157.67 | £ 946.00 |
| 06/11/2020 | G Merry | Expenses reimbursement | | | £ 64.01 |
| GRANT APPLICATION: | | | | | |
| Discussed at 20.113 viii. | Village Hall Committee | Annual Grant | £ 4,000.00 | | £ 4,000.00 |
| PAID | | | | | |
| 22/10/2020 | Timpson's | Key cuts for changing rooms | £ 14.00 | | £ 14.00 |
| 23/10/2020 | Amazon | Fire extinguisher & blanket - kitchen | £ 15.82 | £ 3.17 | £ 18.99 |
| 23/10/2020 | Amazon | Hand sanitiser - changing rooms | £ 16.66 | £ 3.33 | £ 19.99 |
| 23/10/2020 | Amazon | 3 x sanitiser dispensers - changing rooms | £ 39.96 | £ 8.01 | £ 47.97 |
| 27/10/2020 | Amazon | Colour Printer Ink | £ 10.73 | £ 2.15 | £ 12.88 |
| 27/10/2020 | Amazon | Black Printer ink | £ 14.99 | £ 3.00 | £ 17.99 |
| 27/10/2020 | Amazon | Colour Printer Ink | £ 20.38 | £ 4.09 | £ 24.47 |
| 27/10/2020 | G Merry | Oct Salary | | | |
| 27/10/2020 | HMRC | Oct Tax and NI | | | |
| 27/10/2020 | Bucks CC | LGPS - Oct pension contribution | | | |
| 27/10/2020 | EON | scout hall - gas (est) | £ 48.70 | £ 2.44 | £ 51.14 |
| 27/10/2020 | EON | scout hall - Elec (est) | £ 58.18 | £ 1.43 | £ 59.61 |
| 02/11/2020 | British Gas | Pavilion Elec - 603150043 | £ 68.55 | £ 3.42 | £ 71.97 |
| 02/11/2020 | British Gas | Pavilion Elec - 603150042 | £ 150.20 | £ 7.51 | £ 157.71 |

MOTION: to agree the payments for Oct/Nov 2020 as above, PROPOSED by Cllr Cass
SECONDED by Cllr Price and **AGREED**.

20.112 Recreation Ground:

- i **CCTV Update and Quotes:** The clerk had circulated 2 quotes for a replacement system and 1 for re-activating the current system. These were discussed in detail and it was agreed to contract Supplier 1, Option 2 (full upgrade). Cllr Hogg advised finding out further detail re. the camera specification and Cllr Simpkins advised clarifying the contracted viewing hours, favouring the lowest package to start with. It was agreed Cllr Hogg would assist the clerk in investigating these details with a view to finalising the contract with supplier 1.

MOTION: To agree the course of action as outlined and to award the contract to Locked and Secure @ £2620 + VAT for the full upgrade, PROPOSED by Cllr Price, **SECONDED** by Cllr Palmer and **AGREED**.

- ii **Rec. Ground Signage:** It had previously been agreed that the refurbished Pavilion would be renamed after former Cllr, the late Jeannette Green. It had also been agreed the sign would be moved onto the Pavilion, reduced in size and re-worded as the Jeannette Green Memorial Pavilion. One letter of objection had been received and it was agreed to publish a statement on the website. Cllrs had sent ideas for naming the first building on entering the Rec Ground (formerly the scout hall) and these were discussed. It was agreed the sign would read "Welcome to Hanslope Recreation Ground".



- iii **Scout Hall:** The clerk had circulated an updated plan for the renovations and reported that 3 quotes had been received for the heating replacement. However, a 4th quote was being sought and was anticipated by December. Cllr Palmer explained that the refurbishment of the toilets was integral to the heating and plumbing work needed and would form part of the same contract. If the scouts/guides needed to start back in January, it may be necessary to fix the faulty timer switch as a short-term measure, but this would be monitored closer to the time. It was agreed to press on and complete the work as soon as possible.
- iv **Entrance Options:** It had been agreed that automated bollards were the favoured option for the entrance to the Rec. Ground and the clerk advised that a decision would be needed in order to input the cost into next year's budget. The pros and cons were discussed and the various options available. However, it was agreed to wait until the upgraded CCTV was installed and to monitor the data collected. This matter would be kept under review.
- v **MKPA Craft Boxes:** The Play Association were offering boxes at £5 each and it was agreed this was a good way of supporting the community during this difficult period. The money would come from the S137 budget which currently had over £6K remaining. It was discussed and agreed to order 150 boxes and publicise it via Facebook and the website. The Pavilion hatch could be used as a distribution point on an appointed day.
MOTION: To agree payment for 150 boxes @ £750, PROPOSED by Cllr Courtman SECONDED by Cllr Gregory and AGREED
- vi **Football Permits:** The clerk advised that parish councils regularly charge pitch fees or an annual permit fee to teams, to offset running costs. This had been discussed previously and the teams were expecting some form of charge. The clerk needed to know the council's position to inform the budget. Cllr Gregory stated the teams would be expecting to pay but the timing should be considered. The clerk had circulated a draft permit. The difficulty of playing matches in the current pandemic was discussed, and that the Hornets were having to train elsewhere due to the condition of the current MUGA. For these reasons it was agreed there would be no charge for the forthcoming year (2021-22), but the teams would be informed that the intention was to look towards them contributing towards upkeep from the following year.
- vii **Hornets Fundraising:** Due to having to pay to train off-site, the Hornets were having to step up fundraising activities. It was agreed the new MUGA would solve much of this issue, but Cllr Gregory offered to help the Hornets with ideas for grant applications.

(Cllr Proctor left the meeting around 20.45)

20.113 Village Projects

- i. **Long Street/Gold Street Sign:** Cllr Palmer had met with the contractors and a timeframe of late December/early January had been agreed for installation. He had also met with the Highway's officer and the sign will be sited approx. 30m further down and away from the area of risk.
- ii. **Landscape Maintenance – Contract Review:** The clerk explained the Landscaping contract was due for extension from April and it was worth discussing performance now in case budget allocation was affected. It was agreed the contractor was delivering a very good service, but some additional areas needed to be added. Cllr Simpkins would discuss this with the clerk.
- iii. **Harkness Court – Clarification:** It was agreed the clerk would write to the residents with the update as agreed at the 12/10/2020 meeting.
- iv. **White Gates:** No progress had been made and the clerk had received no response from MKC re. permits and guidelines. Cllr Geary advised speaking with the clerk from Castlethorpe PC who had recently undertaken this project.



v. **Pop-up Library:** Cllr Hogg suggested looking into a pop-up library for the village. These are often in old telephone kiosks or secure boxes, accessible from the outside. This was discussed further, and it was agreed Cllrs Hogg and Cass would look into it.

vi. **Christmas Lights:** A quote for £500 had been received for the electrical work and would be authorised by the clerk. Cllr Palmer reported that a group of local people, headed-up by a local electrician, wanted to set up an events committee, initially to install the lights but possibly looking at other events in due course. They had costed the installation at £1500, chiefly comprised of the PL insurance costs for the group to do this work and intended to submit a grant application for this amount if it found favour with the council. This was discussed, however Cllr Price favoured obtaining a second quote. The clerk advised the grant application must be received ASAP and the amount broken down, including the amount of insurance coverage provided. After some discussion Cllr Palmer called for a vote on this matter and Cllr Price requested a recorded vote:

MOTION: To agree a course of action (i.e. that the parish council will support an application from a newly-formed 'Hanslope Events Group' for £1500, under the conditions stated, to install and take down the Christmas Lights), PROPOSED by Cllr Palmer, SECONDED by Cllr Simpkins and AGREED:

Recorded votes:

- a. Cllr Simpkins – in favour
- b. Cllr Cass – Against
- c. Cllr Courtman – in favour
- d. Cllr Price – Against
- e. Cllr Hogg – in favour
- f. Cllr Gregory – in favour
- g. Cllr Palmer – in favour

vii. **Grants:** A grant application had been received from the Village Hall to help support their running costs for the year.

MOTION: To approve the application for £4000 PROPOSED by Cllr Courtman SECONDED by Cllr Cass and AGREED.

20.114 S106 Projects

- i. **Update on Funding:** To date only the MUGA funding was approved.
- ii. **MUGA Project:** The clerk advised that the S106 allocations for the MUGA had been notified by MKC and there were some details to be finalised before going out to tender. Cllr Cass had offered to work on the planning application and the MUGA working group were meeting on 12/11/2020 to finalise the specification.
- iii. **Project Updates:** The clerk advised that no other allocations had been approved probably due to the slowing on house sales and developers not reaching the trigger points for release of monies. She advised looking at completing some of the smaller projects from PC funds.

20.115 Allotments

- i. **Processes of Committee and Meeting Schedule:** Cllr Courtman advised considering the formation of a formal committee for the allotments, so that processes and reporting structures were clear. Non-councillors could sit on this, so the membership did not need to change from the current group. It was agreed the clerk would write to the current committee members and outline how this may work.
- ii. **Update and Ground/Clearance Work Needed:** Cllr Simpkins reported that most of the plots requiring clearance work, had been cleared on a voluntary basis, by an allotment holder who owns a digger. All but one had been cleared and a quote of £170 had been received for this and was discussed and approved.

- iii. **Insurance Position:** Cllr Simpkins reminded all that tenants are not covered for public liability where negligence is theirs and up to now, they had had to buy their own PL insurance. The allotments group were proposing that group cover be bought from the South West Counties Allotment Association, working out at £3.50 per tenant and this would be included in annual invoices as a mandatory item. The council would not purchase the cover until March, when it would be known how many tenants had renewed and paid. Any who had not paid for this item would forfeit their plot. The clerk advised against this, stating that it would still amount to the PC purchasing insurance on behalf of individuals. This was discussed and it was felt that since the purchase would only be made after the tenants had paid, the council was not financially exposed, as only the amount already paid for would be bought. Weighing up the potential risk to the public, who have right of way across the allotments, it was agreed that the council would implement this measure. Tenancy agreements, which are renewed and signed every year would be updated to reflect the new clause.
- iv. **Projects:** Cllr Cass had circulated an updated proposal on behalf of the allotments group, with updated prices and in order of priority. The clerk advised that since S106 allocations appeared to be delayed, the council could look to spend some of its reserve on some of the projects, particularly those unlikely to be covered by S106 e.g. groundwork and replacement (rather than new) items. Cllr Geary offered to seek clarity on what S106 monies might cover. Each item was discussed, and it was advised that the village hall container was now available, so this could potentially be obtained from them, instead of buying new. It was discussed and agreed that the new gates and the groundwork would be implement, from PC funds. The toilet, rotovator and orchard would remain as an S106 application. Cllr Cass advised that 3 quotes had previously been sought for each item, however, it was agreed further quotes would be sought for the new gates and would be discussed further at the next meeting.
- MOTION:** To agree projects/quotes for allotment projects, as above PROPOSED by Cllr Simpkins SECONDED by Cllr Gregory and AGREED.

20.116 Date of Next Meeting: Monday 14th December 2020 at 7pm, via Zoom

Signed



Date

14 DEC 2020