

## **Minutes of the Parish Council Meeting of Hanslope Parish Council held on Monday 8th February 2021 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 Cllr – MKC)

D Courtman

S Proctor

E Price

C Hogg

Clerk: G Merry

0 Members of the Public

### **21.012 Apologies and Declarations of Interest**

There were no apologies or declarations of interest. Cllr Gregory had advised he would be late.


### **21.013 To Approve the Minutes of the Parish Council Meeting held on 11<sup>th</sup> January 2021:**

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

### **21.014 Public Time:** No items

### **21.015 Council:**

- i. **Clerk's Report:** January was a much busier month, with a lot of time spent evaluating tenders for the new MUGA. The allotment committee had also been very active with 2 committee meetings and the tenant's meeting held over zoom. With just 5 allotment payments still outstanding, income stands at £152,532 – 113% of budget and expenditure at £100,287 – 78% of budget. It is projected that the year will close at about £117k-£118K = 92% of budget. Year-end close down is set to take place on 29/4/2021 with the software company, after which the internal audit will take place. The auditor will be viewing the website and in particular processes and minutes etc. from now on.
- ii. **Highway's and Traffic Updates:** Cllr Courtman had requested the local police attend with the speed gun, as speeding is worsening in the village. The pole for the Speed Indicator Device had been knocked down and although reported, was not being treated as a priority by Highways. Cllr Geary offered to convey the issue to the Head of Highways and that this was the 4<sup>th</sup> time a SID pole had been knocked down in the village and not reinstated. Cllr Proctor reported he had been in correspondence with the local Sustrans representative re. the planned development of cycleways in the area and Sustrans have a team in place and budget for the proposal. The clerk had conveyed the PC's support for the initiatives to MK council, and further action from Sustrans is now awaited.
- iii. **Flooding:** Cllrs Palmer and Geary were forming a working party to look at flood risk in the area and asked for other volunteers. Cllr Courtman asked to join, and arrangements were set up.
- iv. **Street Naming policy and ideas:** MKC had forwarded some names suggested by the developer, for the 2 new estates off Castlethorpe Road. However, the PC felt these to be unimaginative and had asked to make their own suggestions from local historical connections. Cllr Courtman had supplied some ideas and it was agreed the clerk would circulate these, so that others could add their own suggestions before the 15/2/21 deadline.



- v. **School Land Transfer:** Cllr Proctor reported there was no resolution yet as to which party would pay the costs of the transfer and the PC may have to consider its options in this matter. Cllr Courtman had received a complaint about bollards remaining in place at the Bloors site, where a future car park was planned. This was discussed and it was accepted that until the land is officially transferred to the parish council, for insurance reasons this area cannot operate as car park. This will not happen until the school expansion is complete.
  - vi. **Public Footpaths (PRoW):** Concern had been expressed over the number of public Rights of Way being diverted, to facilitate new developments and there may be a danger of losing them altogether. It was agreed there was a need to monitor this and Cllr Hogg agreed to take on this responsibility. It was agreed the clerk would look for any previous correspondence from the Ramblers Association, who periodically had undertaken inspection of local paths. Cllr Courtman advised that some ancient footpaths may need reinstating. Cllr Hogg asked for the definition of the parish boundary and the clerk offered to send her a copy of the Hanslope NP.
  - vii. **Reports from Outside Bodies:** Cllrs Cass and Simpkins, along with the clerk, had attended an Allotments Management course. Cllr Cass reported this had been valuable and that Hanslope's allotments were generally well-run. However, there was a need for a comprehensive risk assessment to be carried out and the allotments committee would be attending to this in the coming weeks.
- Cllr Gregory joined the meeting at 19.30. Cllr Geary left approx. 19.30.**

#### **21.017 Planning:**

- i. **Update:** Cllr Cass reported on the following applications:
  - 20/02207/FUL** - Hanslope School - School expansion application & All-Weather Pitch. Determination is awaited.
  - 20/02662/FUL** - Higham Cross Road - Rear extension to existing, conversion of outbuilding to annex, erection of stables, car port etc. – Determination awaited.
  - 20/02959/OUT** 65 Newport Road, MK19 7ND - 9 new dwellings plus access rd. and associated works. The PC has submitted an objection, but the application is not going to the Development Control Committee and therefore will be determined by delegated decision. The applicant had submitted further documents which may be viewed on the MKC portal and the PC has commented further on these.
  - 20/03300/FUL:** 9 Long Street, MK19 7BL - Removal of conservatory & store - replace with single-storey extension. The PC had no objection.
  - 21/00044/TPO** Old Manor House, The Green, MK19 7LS - Removal of trees. Cllr Simpkins had met with the owner who gave assurance that the trees will be replaced. The MKC tree officer will also attend and make suitable suggestions.
  - 21/00105/FUL** - MK19 7NJ -14 Mauduit Road, 2 story side and single storey front extension – Cllrs Cass and Price were concerned re. the proximity of the side extension to the neighbouring property and it was agreed this should be brought to the case officer's attention.
  - 21/00243/ADV** Cuckoo Hill Farm (land south of Cuckoo Hill Bungalow) Advertising – 10 x 6m high flags plus 2 large signs had been applied for on Castlethorpe Road. It was unclear where the flags were going, and Cllr Cass expressed concern that the boundary may have been drawn in the wrong place. 4 flags were already in place. It was discussed and agreed to object on the grounds that this is unnecessary advertising and that these would be going on Highway's (i.e. public) land.
  - 21/00262/FUL** Eventing Centre, Malt Mill Farm, Castlethorpe Rd (re-sub 20/01693/FUL) Outdoor menage, replacement clubhouse, access track. This was discussed and it was agreed to object on the same grounds as previously, for safety reasons, due to the recorded speeds on that stretch of road.





- ii. **The Globe, Hartwell Road** - 20/03339/FUL (re-submission of 20/01282/FUL) - Entry-level housing exception scheme - 30 dwellings. Determination is due around 23/3/2021 and Cllr Geary confirmed he has already put in motion the 'calling in' process, in the event the case officer is minded to approve this application.
- iii. **Enforcement:** Cllr Hogg expressed concern re. the standalone building on Green Lane and Cllr Palmer reminded all that this was actually on a property in Williams Close, with access to Green Land. Concern was expressed re. the siting of the building and it was agreed this would be monitored. The resident adjacent to an extension on Long Street/Hartwell Road had expressed concern the build was larger than had been approved. Cllr Cass had brought this to the attention of the case officer who had raised an enforcement case. It was noted that advertisements are still on the fence on Gold Street and it was agreed the clerk would follow this up with enforcement.

**21.018: Finance:**

- i. **Reconciliations and Financial Situation Report:** Reconciliation checks were being carried out by Cllr Price. The clerk circulated accounts to January 31<sup>st</sup> 2021, with payments and receipts reported as per 21.004 i. There were no questions.
- ii. **Approval of Payments:** The clerk had circulated the list of payments to be agreed for Jan/Feb (below) and these were reviewed.

Date	Invoice from	For	Net	Vat	Total
19/01/2021	EON	Gas - Scout Hall	£ 42.66	£ 2.13	£ 44.79
24/01/2021	Property Care Bucks Ltd	Scout Hall heating replacement	£ 7,900.00	£ 1,580.00	£ 9,480.00
25/01/2021	Locked and Secure Ltd	NEW CCTV system	£ 2,220.00	£ 444.00	£ 2,664.00
31/01/2020	RTM Landscapes Ltd	Landscaping – Jan	£ 979.17	£ 195.83	£ 1,175.00
31/01/2020	John Sharpe	Jan Caretaking + materials for sanitising playground	£ 306.60		£ 306.60
01/02/2021	Marcus Young Environmental Services	Bins and dog Bins - Jan	£ 565.00	£ 113.00	£ 678.00
05/02/2021	Tove Landscapes (Lotte)	Jan Rec Ground Maintenance	£ 788.33	£ 157.67	£ 946.00
08/02/2021	G Merry	Expenses reimbursement			£ 55.08
<b>PAID</b>					
27/01/2020	G Merry	Jan Salary			
27/01/2020	HMRC	Jan Tax and NI			
27/01/2020	Bucks CC	LGPS - Jan pension contribution			
27/01/2020	British Gas	Pavilion Electricity AC 1 Dec-Jan	£ 27.65	£ 1.38	£ 29.03
27/01/2020	British Gas	Pavilion Electricity AC 2 Dec-Jan	£ 61.65	£ 3.08	£ 64.73
27/01/2020	British Gas	Pavilion Gas Dec-Jan	£ 324.67	£ 16.23	£ 340.90
27/01/2021	EON	Scout Hall – Elec	£ 27.30	£ 1.37	£ 28.67

**MOTION:** to agree the payments for Jan/Feb as above, PROPOSED by Cllr Price SECONDED by Cllr Courtman and AGREED.

**21.019 Recreation Ground:**

- i **Pavilion Updates:** The clerk expressed disappointment in the signage company who were taking a long time to install the new signs. However, the final Rec. Ground entrance sign had now been approved and would be installed just inside the entrance over the stile behind the MUGA. It was agreed this should wait until after the new MUGA was installed.
- ii **Roofing and Guttering Work Needed:** Cllr Palmer reported wear and tear to some of tiles, fascias and gable-end brickwork, as well as faulty guttering. The clerk had tried to get 2 quotes for the work but only one had come in time for the meeting and covered all jobs needed. The quotes were circulated and discussed, and it was agreed were reasonably priced as the work needed to be done, would be accepted.

**MOTION:** to agree the work and quotes for the Pavilion and Scout Hall roof and guttering at £1790 for guttering replacement on both buildings and £1280 for roof and fascia work PROPOSED by Cllr Palmer SECONDED by Cllr Hogg and AGREED

- iii **Scout Hall Update:** The new heating system was now installed, and the caretaker had been briefed on use of the controls. Cllr Palmer reported that the rest of the interior now looked dated and along with Cllr Simpkins, had circulated a list of suggested refurbishments. This was discussed and it was agreed the clerk should obtain quotes for all the work.
- iv **MUGA Project:** Cllr Gregory reported there had been 12 tenders and following an initial check circulated by the clerk, the working group had met and eliminated 3 as not meeting the spec. Scoring then took place based on several criteria and these were compared and discussed, resulting in the elimination of all but 2 of the bids. The clerk was obtaining further information on the remaining 2 tenders and the working group would meet on 12/2/21 to decide on a final recommendation. The clerk asked that members attend an Extraordinary Meeting to vote on the recommended supplier, to avoid delaying a further month. It was agreed to meet on 15/2/21 at 7pm.

**Cllr Geary returned at approx. 20.20**

**21.020 Village Projects**

- i. **Long Street/Gold Street Sign:** Cllr Palmer reported that the sign has been re-welded but needs to be sandblasted prior to being repainted. This will take approx. 3 weeks when it will be returned for painting and installation.
- ii. **Pop-up Library:** Cllr Hogg suggested councillors view the pop-up library at Castlethorpe, as this was in a wooden, waterproof cabinet which seemed to work well. Potential locations in the village were discussed and Cllr Hogg offered to manage the library. This would remain on the agenda and Cllr Hogg offered to circulate photos of the options.
- iii. **Adoption of maintenance on Wheatfields Estate:** The clerk enquired what the scope of this would be and suggested a specification be drawn up for procurement this year. The timeframe was discussed, and it was agreed adoption would not be until 2023, so tendering could wait a year. Cllr Proctor advised that the spec. would need to be agreed between Davidsons and MKC and offered to put the clerk in touch with the relevant people.
- iv. **Bins and Dog Bins:** The clerk had received complaints that dog bins were needed in the vicinity of the Wheatfields Estate and that the refuse bin by the Watt's Arms was also being used for dog waste. It was discussed and agreed that an audit was needed to determine how many new bins would be needed due to growth in the village. Cllr Simpkins offered to take on this task, in time for contract procurement later this year. Cllr Gregory enquired whether the council should look at the need for recycling bins in the village. However it was advised that this had been investigated and shelved last year.





- v. **MKPA Play Session 2021:** MKPA had provided their prices for 2021 and these had been circulated. It was discussed and agreed not to hold any Easter sessions while the Covid situation was still unclear but to have the usual 6 sessions in the summer @ £372, plus an extra one aimed at older children, with Zorb balls etc. The clerk confirmed there was £3000 in the budget for play events.
- vi. **Williams Close Hedge Trim:** The hedges were due for another trim before the nesting season begins in March and the contractor had confirmed the price was the same as October at £1050.  
**MOTION:** To agree to implement the hedge trim at the rear of the 9 bungalows PROPOSED by Cllr Cass SECONDED by Cllr Price and AGREED.
- vii. **Trees in the village:** Cllr Palmer expressed concern at the number of mature trees in the village that had been removed and although some were replaced, many were not, and re-growth would take time. It was discussed and agreed that all would monitor this situation. Applying for Tree Protection Orders was discussed, and Cllr Proctor confirmed these could be applied for, but the grounds would need to be valid.

#### 21.021 S106 Projects

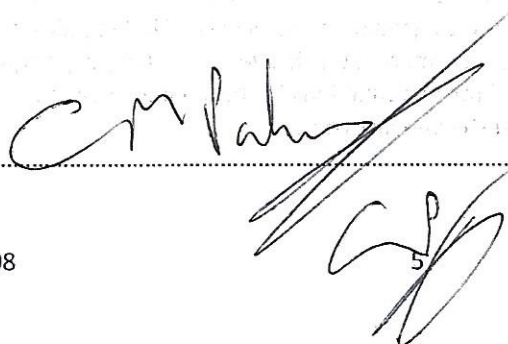
- i. **Allotment Project:** Cllr Cass confirmed she had prepared the supplementary paperwork needed for the planning application and the clerk would prepare and submit the form and payment. The project was dependent on this, so no orders could be placed until the outcome of the application is known.
- ii. **Future Projects and Community Engagement:** Cllrs Palmer and Simpkins suggested the installation of adult fitness equipment in the Rec. Ground, as a future potential project. Cllr Palmer suggested Cllrs consider suitable projects for the village. Cllr Gregory suggested this was a good time to consult with the village as to what might be popular ideas. It was discussed and agreed that first it would be important to ascertain what amounts were left to be spent and on what. The clerk would work on this and report back.
- iii. **Bench for Doctors' Surgery:** Cllr Courtman had found some suitable designs, and these had been circulated. The clerk reported the surgery had agreed in principle to the new bench being installed on their land, just in front of the surgery. It was agreed everyone would look at the proposed designs and vote for their choices via email. It was agreed this would be funded from PC funds, not S106.

#### 21.022 Allotments

- i. **Update:** There was no report and clerk agreed to circulate the committee minutes.
- ii. **Public Liability Insurance:** The clerk was awaiting clarification on the number of tenants to pay for at £3.50 each. But this would be approx. 76 and this was agreed.

**21.023 Date of Next Meeting:** Monday 8<sup>th</sup> March 2021 at 7pm, via Zoom. The clerk advised that the Government is due to remove the legal ability to hold council meeting remotely, from May 8<sup>th</sup> and this would mean the May meeting could be face to face. She enquired whether the council felt it best to have the Annual Meeting (Open Meeting) in April instead and reported that this had worked on Zoom for the allotment tenant's meeting. It was discussed and agreed to have the Annual Parish Meeting remotely on 12<sup>th</sup> April, with the 1<sup>st</sup> hour being 'Open' for public questions.

Signed .....



Date .....

10/MAR/21