

**Minutes of the Parish Council Meeting of Hanslope Parish Council held on  
Monday 8th June 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

G Bowyer (Ward Councillor MKC)

D Courtman

S Proctor

E Price

Clerk: G Merry

0 Members of the Public

**20.057 Apologies for Absence:**

Apologies were received from Cllr B Green.

**20.058 Declarations of Interest:**

There were no declarations

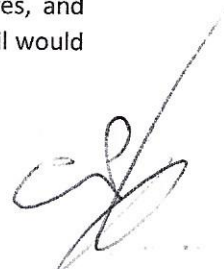
**20.059 To Approve the Minutes of the Parish Council Meeting held on 11th May 2020:**

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

**20.060 Public Time:** No items.

**20.061 Council:**

- i. **Clerk's Report:** The internal audit was completed this month and will be circulated along with the AGAR for approval at the July meeting. The auditor was clear that the correct tendering process for large scale works must be adhered to, and a quoting process for smaller projects. To this end, the PC is now registered on the Govt. Contract Finder website and the car park surfacing contracts have been published. The finances remain healthy, with income at £71,730 and expenditure at £13,754 and the council is well placed to undertake the projects set out for this year. The weekly NALC Covid newsletter is available regarding any statutory obligations within the parish council sector. The valuation for insurance purposes is now complete.
- ii. **School Land Transfer:** Cllr Proctor had provided wording for potential outcomes as follows, which the clerk had sent to MK council: *Either the land is transferred to the Parish Council subject to a 125 year lease granted to MKC, at a peppercorn and reflecting the school expansion plans, or alternatively any transfer to MKC contains a covenant restricting the use to educational / school use that should the land no longer be required by MKC for use as Hanslope School it is to be transferred to the Parish Council for a peppercorn.* There had not yet been a response. Cllr Palmer expressed concern there had been no progress either, re. the other 2 sections of land.
- iii. **Roadmap out of lockdown:** The clerk had circulated the Government's roadmap document. For immediate decision were the reopening of the MUGA and a request from the Hornets to resume training. It was agreed the MUGA could be re-opened once advisory signage was installed and the insurance company's risk assessment had been completed. The clerk agreed to organise both. It was agreed the Hornets had implemented stringent measures, and training on the Recreation Ground could recommence. It was agreed that the council would



be reactive to Government guidelines regarding re-opening of facilities and the clerk would order extra signage for the playground which could potentially re-open during Step 3 (4<sup>th</sup> July onwards).

Cllr Proctor arrived at 19.15

- iv. **Baden Lodge – transfer of building:** The Scout's lease terminates on 30/6/2020 and the clerk had circulated details of anticipated expenditure. The Scouts had asked for details of the arrangements. It was discussed and agreed that the parish council would take over payment of bills for Baden Lodge from 30<sup>th</sup> June and for the time being, would remain with the same electricity provider. In due course the scouts, guides etc along with other groups, would be able to rent the building under the same Terms and Conditions as groups using the Pavilion. Once the council has possession of the building, a site visit will be arranged to determine what needs to be done.
- MOTION:** to agree the arrangements as outlined above, PROPOSED by Cllr Palmer, SECONDED by Cllr Proctor and AGREED.
- v. **Councillor Vacancy:** It was discussed and agreed that 2-3 councillors would meet the applicant separately, with a view to inviting him to join at the July meeting.
- vi. **Parishes Forum:** The Parishes Forum had asked for items for a future meeting. It was discussed and agreed that there was concern over MKC-owned areas not being maintained and kept tidy e.g. the Williams Close garages in Hanslope. Cllr Courtman agreed to bring this to the Forum but would also speak to the local PCSO re. an increase in anti-social behaviour.

Cllr G Bowyer (MKC arrived at 19.41)

#### 20.062 Planning:

- i. **Update:** Cllr Cass reported on the following applications:
- 20/00869/FUL - 61 Williams Close had been approved but with several conditions. In particular, that the changes to Green End Lane must be approved before building can start.
  - 20/01024/FUL - Salcey Green Farm – no progress. Cllr Bowyer agreed to get an update.
  - 20/01244/FUL - 49 High Street, Hanslope - replace thatched roof with slate. It was agreed Cllrs Cass and Price would pass this on to the MKC conservation officer currently undertaking a review of the village conservation area.
  - 20/01282/FUL - The 'Globe' site with access off Hartwell Road - 34 entry-level dwellings. Cllr Cass confirmed that all dwellings would be 'affordable' i.e. rental and/or shared ownership and managed by a registered provider. It was agreed that the site was not allocated for housing in the Neighbourhood Plan and this should hold weight in any determination. It was agreed Cllr Price would in any case discuss it with the NP consultant.
- Cllr Palmer allowed for discussion re. the land registration of parish council land at St James Close and the Pond. It was agreed the council and clerk would compile as much information as possible re. historic maintenance etc of the Pond, for submission to the solicitor. It was agreed the council would not adopt the land containing the garages at St James Close. It was agreed Cllr Proctor would investigate registration of the village green and the green behind Lincoln Court.
- ii. **Enforcement:** Cllr Price had received a reply from MKC enforcement re. the signs erected in the conservation area but only to say they were not visiting sites during lockdown. She agreed to bring this to the attention of the conservation officer. Cllr Cass was still awaiting a Freedom



of Information response re. the building of structures at the Eventing Centre and associated use of the access road.

**20.063: Finance:**

- i. **Reconciliations and Financial Situation Report:** Reconciliation checks had been carried out by Cllr Price and the 3 accounts balanced. The clerk circulated accounts to May 31<sup>st</sup> and there were no further questions.
- ii. **Audit Update and Agreement on Date for Period of Elector's Rights:** The clerk reported the internal audit was complete and would be discussed at the next meeting when the AGAR would be signed off. She suggested 16/7/2020 – 7/08/2020 for the Period of Elector's Rights and this was agreed.
- iii. **Approval of Payments:** The clerk had circulated the list of payments to be agreed (below) and these were reviewed. Cllr R Green had negotiated a reduction of £1000 off the invoice from AJ Build and it was agreed this would now be settled. It was agreed the Pavilion works were now signed-off, though not necessarily Covid-compliant.

Date	Invoice from	For	Net	Vat	Total
01/02/2020	AJ Design and Build Ltd	Hanslope Pavilion Additional Works and Retention	£ 9520.65	£ 19.04.13	£ 11424.78
03/04/2020	Bucks&MK Association of Local Councils	Additional amount due to incorrect original invoice	£ 166.29		£ 166.29
22/05/2020	Tina Charteress	Internal Audit 2020	£ 200.00		£ 200.00
27/05/2020	Phillwell Developments	Supply and fit new culvert pipe at allotments	£ 1,750.00	£ 350.00	£ 2,100.00
30/06/2020	RTM Landscapes Ltd	Landscape Maintenance Month 3	£ 979.17	£ 195.83	£ 1,175.00
30/05/2020	John Sharpe	May Caretaking	£ 367.41	£ -	£ 367.41
01/05/2020	Marcus Young Landscapes	Dog and waste bins - May	£ 565.00	£ 113.00	£ 678.00
04/06/2020	British Gas	603150043 - Electricity	£ 95.26	£ 4.76	£ 100.02
04/06/2020	British Gas	603150042 - Electricity	£ 213.63	£ 10.68	£ 224.31
04/06/2020	British Gas	600136199 - Gas	£ 458.35	£ 22.91	£ 481.26
05/06/2020	Lotte Landscapes Ltd	Rec Ground maintenance - month 3	£ 788.33	£ 157.67	£ 946.00
05/06/2020	Kirkby Diamond LLP	Reinstatement cost valuation	£ 825.00	£ 165.00	£ 990.00
08/06/2020	G Merry	Expenses inc. phone - page 2			£ 48.66
<b>PAID</b>					
28/05/2020	G Merry	May Salary			
28/05/2020	HMRC	May Tax and NI			
28/05/2020	Bucks CC	LGPS - May pension contribution			

**MOTION:** to agree the payments for May 2020 as above, PROPOSED by Cllr Palmer SECONDED by Cllr Cass and AGREED.

**20.064 Recreation Ground and Village Projects:**

- i. **Update and Progress on Signs:** It was agreed the clerk would contact Cllr B Green with a view to taking over the order for the new signage.

- ii **Damaged Signpost and Increased Risk:** The cast iron sign at the 'Watt's Arms' junction had been hit and damaged. Cllr Palmer had contacted the blacksmith who had given a repair price of £250, providing there were no further complications with dismantling the post. It was discussed and agreed that since the removal of the mini roundabout, there was now insufficient turning space for some HGVs, especially coming from the direction of Hartwell, to turn right. A significant number were now mounting the pavement to get round and this not only increased the risk to pedestrians but also meant there was little point in replacing the signpost in the same spot. The clerk advised she had reported the increased risk to MKC. Costs in the region of £1500 had been obtained for re-setting the post further back and it was agreed Cllr Palmer would speak to the homeowner on this. It was agreed to refurbish and relocate the post, pending permission from the homeowner and any street works permits.
- MOTION:** To agree a quote and repairs for the signpost – DEFERRED awaiting further details of exact costs and permit arrangements.

#### 20.065 S106 Projects

- i. **MUGA or Synthetic Turf Pitch (STP) and review of information:** The clerk had circulated information on the 2 different types of facility, including a detailed report from a supplier. Some councillors had undertaken site visits to view both facilities and Cllr Palmer had measured the area, producing a report on potential dimensions. Cllr Palmer stated the original size applied for, was larger than previously thought and he expressed concern it would impinge on the current football and cricket pitches. There was also concern that a 3G surface would only benefit football and possibly small-scale rugby, as well as the significant costs and responsibilities of maintenance. Each councillor was invited to give their view and it was unanimously agreed that a MUGA was the favoured option, with capabilities for football, basketball, netball, tennis, bowls and general play/games. It would be important to source a surface that would accommodate the training needs of junior football and the Hornets in particular, would be given priority use on their training evenings.
- MOTION:** To agree to install a Multi-Use Games Area, as above, PROPOSED by Cllr Simpkins SECONDED by Cllr Courtman and AGREED

The clerk asked for a decision on an approximate size and explained that council was required to develop a reasonably detailed specification to go out to tender. Whilst it was agreed that the current shed containing the floodlight switches, could be re-located to accommodate a larger facility, the desired size could not yet be determined. It was more important to find suppliers who could supply a facility encompassing all the sports mentioned, as well as a variety of undirected activities. It was agreed a working group would be formed comprising councillors Palmer, Simpkins and Cass, to develop more detail in the specification.

**MOTION:** To agree the size of facility MOTION WITHDRAWN.

It was agreed the clerk would contact MKC to propose the amended proposal and Cllr Price would contact Planning to determine if a new application would need to be made.

- ii. **Car Parks Resurfacing:** The clerk advised that both surfacing projects had been placed on 'Contract Finder' and there had already been expressions of interest. However, it was discussed and agreed that the Rec. Ground car park should now wait until after the new MUGA was installed. Cllr Palmer agreed to speak to the Dr's surgery and update them.
- iii. **Other:** The Village Hall project was currently stalled due to the slump in house sales because of lockdown. Cllr Cass advised that the allotments project proposal was near completion and would be presented in time for the next meeting.

#### 20.066 Allotments





i. **Update and Requests to keep chickens:** There had been requested to keep chickens on the allotments and it was discussed whether the current rules were robust enough. It was agreed that applicants must continue to obtain permission from the PC and that Rule 13 would be amended to encompass a more detailed set of rules which had been circulated and were agreed. It was also agreed that an additional deposit would be required, due to tenants historically leaving materials on site and this was agreed at £25, in addition to the regular £25 deposit.

ii. **Purchases Needed:** Cllr and Mr Cass had circulated details of repair and maintenance work needed at the allotments i.e. repairs to the noticeboard, rubbish removal/skip, tipper truck hire to bring in topsoil donated by Davidsons. (Details appended).

**MOTION:** to agree to carry out the repair jobs needed as follows, PROPOSED by Cllr Palmer  
SECONDED by Cllr Simpkins and AGREED:

- Repairs to Noticeboard: Plastic Sheeting £70 - £95, wood £14 - £35
- Skip Hire and Rubbish Removal: £547 (inc Vat) Agreed
- Tipper Truck Hire: Nationwide @ £190/day Agreed

**20.067 Date of Next Meeting:** Monday 13th July 2020 at 7pm, via Zoom

Signed .....

C M Palmer

Date .....

13 JULY 2020