

HANSLOPE PARISH COUNCIL, CASTLETHORPE ROAD, HANSLOPE, MK19 7LG.  
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Minutes of the Meeting of Hanslope Parish Council, on Monday 11th September 2023  
at 7pm at the Hanslope Community Hall, MK19 7LG.

**MINUTES**

**Present:**

Parish Councilors: -

D Courtman (Chairman)

A Andrew

A Geary

W Pacheco

E Price

R Simpkins

R Wallond

A Shaw

Clr C Wardle (MKCC Ward Clr)

Clerk: G Merry

1 members of Public

**MOTION:** To exclude the public for items 23.110 i-iv, in accordance with the Public Bodies (Admission to Meetings) Act 1960. Items to be taken at end of meeting, PROPOSED by Clr Courtman SECONDED by Clr Geary and AGREED

**23.098 Apologies:** Apologies were received and accepted from Clr Proctor. Clr Courtman advised that Clr Proctor had resigned and thanked him for all his work on the parish council.

**23.099 Minutes from previous meetings held 10<sup>th</sup> July and 4<sup>th</sup> August 2023**

Clr Andrew requested that the 10/7/23 minutes were amended, to reflect council's decision to object to West Northants Planning Application WNC/2022/1741/EIA. The amendment was agreed.

**MOTION:** To approve the amended minutes of the 10/7/23 meeting, and E.M. of 4/8/23 minutes, PROPOSED by Clr Courtman SECONDED by Clr Andrew and AGREED  
(Clr Pacheco arrived at 19.10)

**23.100 Declarations of Interest:** No items

**23.101 Public Participation:**

- i. A member of the public spoke in depth re. planning application 23/01849/FUL and outlined a list of material considerations for the council to consider, with regard to objecting to the application. The resident had also submitted an objection and had emailed a copy to the PC's planning working group. Clr Price thanked him for his letter and confirmed that the matter would be discussed later on but the working group would be recommending objecting.

**23.102 Council**

- i. **Clerk's Report:** At the 31<sup>st</sup> August, income for the year to date stood at £134,740 (99%) due to the second instalment of the precept received. Expenditure at £75,976 (55%), slightly high due to several purchases and projects over the summer and extra spent on repairs and security e.g. changing locks etc. Over the summer, a document sorting/shredding task was carried out, resulting in cutting down the number of documents stored. 2 new benches had arrived, both still to be installed, as well as the new tables for the hall. The car park was resurfaced and lined out, and speeding mitigation measures – the SIDs and CSW – were progressed. The allotment committee, the Rec. Liaison group and the planning working group have held meetings, as well as progressing the Lincoln Court proposal and some of the longer term S106 projects i.e. for the Dr's surgery and potentially for public art. 7 play events had

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- been held in the Rec. with extremely good attendance. Cllr Pacheco was thanked for his help overseeing this.
- ii. **Councillor Evening:** The clerk reminded everyone of the importance of this event scheduled for 18/9/23 and advised there would be 2-3 guests from neighbouring parishes.
- iii. **Website:** The clerk advised that the current website had been free since it was set up in 2019. However, the provider was now introducing charges and the clerk was recommending the Bronze package at £9.99 + VAT/month. This also presented an opportunity longer term, to investigate other providers, with a view to updating the presentation of the website.  
**MOTION:** To agree the cost of the Bronze package in the short term, with a view to a longer-term upgrade PROPOSED by Cllr Courtman SECONDED by Councillor Price and AGREED.
- iv. **Working Parties:** The clerk circulated the list and it was agreed Cllr Shaw will join the Rec. Ground working party. Cllrs Price and Andrew recommended asking the afore-mentioned member of the public to join the Planning working group and the clerk advised that this was lawful, providing there was transparency. Cllr Shaw asked whether a Doctor's Surgery working group was needed. However, Cllr Andrew explained this would not be possible as it was essentially a private concern, over which the PC could have no influence.
- v. **Highways and crime updates:** Cllr Andrew reported that the Rural West Community Crime Forum is due to take place on 28/9/23, so there is no update yet. She is meeting regularly with the local PCSOs and is keeping a note of any local incidents.
- vi. **Speeding:** Cllr Courtman went through the SID data which still shows unacceptable levels of speeding on both Park Road and Hartwell Road, with over half the vehicles exceeding the speed limit. Forest Road was showing some improvement due to a combination of the SID, the white gates and the speed bumps. Cllr Wallond had successfully recruited around 20 volunteers to operate Community Speedwatch and following an informal induction meeting, most had now completed the online course. The equipment had been loaned without charge from TVP and the participants had conducted the first sessions this week. Cllr Wallond was thanked for his work on this project and was asked to pass on thanks to the team of volunteers. The clerk explained that an application to the MKCC Community Infrastructure Fund had been submitted, for the proposed 2 new SIDS. If successful, this would fund half the cost but the outcome would not be known for approx. 3 months. In the meantime, MKCC had asked for a decision on which make/model the PC planned to purchase. It was discussed and agreed to buy the 'Evolis' from Elan City.  
**MOTION:** To agree the supplier for the 2 new SIDS as above, PROPOSED by Cllr Courtman SECONDED by Cllr Wallond and AGREED
- vii. **Bylaws:** The clerk had found the original bylaws, whilst undertaking document sorting and these had been circulated. These were no longer robust enough and advice had been obtained from MKCC's legal team, who had supplied advisory notes. It was suggested and agreed to approach former Cllr Palmer, to ask if he would take on this project.
- viii. **Reports from Cllrs:** Cllr Andrew and the Clerk had met with Kingdom LA Security company with a view to engaging an enforcement officer for a 3-month trial. 3 days a week had been suggested, with 2 neighbouring parishes potentially adding a day each, making a week's work for the officer. A reduced rate of £19/hour had been offered, due to the number of hours proposed and this would be 3 x 8-hour days = £456/week cost to Hanslope. A 3-month trial was proposed and agreed, with a view to starting 1/11/23 and Cllr Andrew will approach MKCC with regard to licensing the officer to issue FPNs etc.



**i. Admin. Support for Planning Comments:** Former Cllr Cass had continued to work with the planning working group, compiling written comments on planning applications. It was discussed and agreed that these skills and her detailed knowledge, were invaluable and also relieved pressure on the clerk's workload. It was agreed to retain her expertise @ £12/hour plus travel expenses, where necessary.

**MOTION:** To agree to engage ad hoc admin help from Mrs. Cass @ £12/hour, plus mileage @ 0.45pm/mile when applicable, PROPOSED by Cllr Andrew SECONDED by Cllr Geary and AGREED

**ii. New Planning Applications:** The following new applications were considered, along with suggested wording from Mrs. Cass, previously circulated. Agreed actions as per last column:

23/01749/HOU	The White House Malt Mill Farm Castlethorpe Road Hanslope Milton Keynes	Erection of replacement wall and gate (part retrospective)	01/09/2023	Objection - wording agreed (11/9/23)
23/01427/FUL	Land Adjacent To 2 Gold Street Hanslope Milton Keynes MK19 7LU	Demolition of the existing outbuilding and hard standing. Building with roof lights for use as a bakery (Class E(a)) The erection of a single storey	06/01/2023	Objection - wording agreed (11/9/23)
23/01849/FUL	Cuckoo Hill Farm Castlethorpe Road Hanslope Milton Keynes MK19 7HQ	The erection of a new commercial building comprising five units for employment purposes under use class E(g)(iii).	20/09/2023	Objection - wording agreed (11/9/23)

**MOTION:** To agree responses to applications, as above PROPOSED by Cllr Courtman, SECONDED by Cllr Andrew and AGREED (Cllr Geary abstained from the 23/01427/FUL decision).

**iii. The 'Globe' Appeal:** Outcome is awaited.

**iv. Revision of Neighbourhood Plan - update:** No update -meeting postponed to later in September.

### 23.104 Finance

- i. Reconciliations and Financial Situation Report:** Cllr Price had checked the reconciliation reports to 31/08/23 and the current account balanced. The Accounts by Budget had been circulated, along with revised Earmarked Reserves allocations, in light of new projects under consideration. The clerk explained that some annual funding was currently coming from EMRs, as the council had been carrying a significant level of reserves. The cost of new projects, not in the current annual budget however, meant that the use of reserves may not be sustained for 3 years, but potentially for less.
- ii. Budget 2023-24:** The clerk advised that the council should start considering any projects or initiatives for the following year, so these can be considered in the budget for 2024-25. These are needed by November and the final budget will be approved at the January meeting.
- iii. Payments to be Agreed:** The list of payments had been circulated as follows:

Date	Invoice from	For	Net	Vat	Total
02/08/2023	RTM Builders	Repairs to gutter, slabs, lock, door frame - changing rooms (17/3/22)	£ 598.00	0	£ 598.00
07/07/2023	D English - All Round Property	Hedge trimming - Williams close	£ 350.00	£ -	£ 350.00
12/08/2023	Simon Bates	Licensed weed kill - village	£ 800.00	£ -	£ 800.00
28/06/2023	Wave - Anglian Water	Water rates - April - June	£ 103.35		£ 103.35
24/08/2023	Office Furniture Online	New tables and trolley - Hall	£ 1,792.00	£ 358.40	£ 2,150.40
28/08/2023	Tove Landscapes	Removal of diseased Ash - Warwick Road	£ 400.00	£ 80.00	£ 480.00
28/08/2023	RTM Landscapes	Landscaping contract - August	£ 2,077.51	£ 415.50	£ 2,493.01

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30/08/2023	Brinnick Locksmiths	Install new lock to garage door - (cricket lock-up)	£ 116.67	£ 23.33	£ 140.00
30/08/2023	Tove Landscapes	Aug Landscaping	£ 788.33	£ 157.67	£ 946.00
01/09/2023	Marcus Young Landscapes	Aug bins and dog bins	£ 660.55	£ 132.11	£ 792.66
02/09/2023	Anne Washington	Aug caretaking plus new bolt	£ 534.00		£ 534.00
<b>INVOICES PAID - not including regular contractors and pre-agreed payments: -</b>					£ -
07/08/2023	No Butts Bin Company	Octagonal Picnic table	£ 755.00	£ 155.00	£ 910.00
07/08/2023	Tanswell Technology	Remote tech support	£ 60.00	£ 12.00	£ 72.00
07/08/2023	TDP Ltd	Engraved bench	£ 404.14	£ 80.83	£ 484.97
08/08/2023	Amazon	Printer paper	£ 11.25	£ 2.25	£ 13.50
10th&14th Aug	Cash withdrawal - admin help	Sorting documents for shredding @ 8 hours	£ 100.00		£ 100.00
16/08/2023	Amazon	A frame sign for car park	£ 36.62	£ 7.33	£ 43.95
17/08/2023	B&Q	Chain to secure picnic bench and A frame	£ 15.68		£ 15.68
21/08/2023	Community Speedwatch Shop	CSW branded Hi Viz	£ 128.19	£ 24.00	£ 152.19
23/08/2023	British Gas	Pavilion Elec Jul-Aug	£ 125.88	£ 6.29	£ 132.17
22/08/2023	Tring Shoe Repairers	6 x key cuts for Pavilion	£ 36.00		£ 36.00
24/08/2023	British Gas	Pavilion Gas Jul-Aug	£ 128.71	£ 6.44	£ 135.15
24/08/2023	Wave (Anglian Water)	Pavilion & Rec	£ 1,255.29	£ -	£ 1,255.29
24/08/2029	Bucks Pensions	LGPS – Aug	£ 521.33		£ 521.33
24/08/2023	HMRC	Aug tax and NI	£ 328.94		£ 328.94
24/08/2023	Chiltern Secure Shredding Ltd	Document shredding	£ 57.50	£ 11.50	£ 69.00
24/08/2023	Rentakeeper	Rat control	£ 180.00	£ 30.00	£ 210.00
24/08/2023	Tara Davies	Hall (£67.50) and Pavilion (£45) cleans - July	£ 112.50		£ 112.50
29/08/2023	Ebay	Signs for car park	£ 40.32	£ 8.07	£ 48.39
29/08/2023	G Merry	Aug Salary	£ 1,502.82		£ 1,502.82
30/08/2023	British Gas	Hall Elec - Mar-Aug	£ 137.66	£ 6.88	£ 144.54
30/08/2023	BT	Phoneline & broadband	£ 57.15	£ 11.43	£ 68.58

**MOTION:** To agree the payments as presented, PROPOSED by Cllr Courtman SECONDED by Cllr Geary and AGREED

### 23.105 Recreation Ground

- i. **Out-of-Contract Arrangements for Landscape Maintenance – Rec. Ground and Ponds:**  
Previous landscaping contracts had ended on 31/8/23 and it had been agreed to start the new contracts on 1/3/24. Autumn/Winter work was still needed and the contractor had submitted quotes, to include mowing the Rec. Ground, vertidrainning the pitches and work to the ponds. The total came to £3990 + VAT. This was discussed and it was agreed all the work was needed.  
**MOTION:** To agree the cost/quantity of work for the Rec. Ground and ponds @ £3990 Proposed by Cllr Simpkins SECONDED by Cllr Geary and AGREED
- ii. **Feedback from Rec. Liaison Group:** The group met during August and the minutes had been circulated to councilors. There had been a request to move the lockers out of the changing rooms to free up some space. This was agreed and Cllr Pacheco agreed to move the lockers to the front 'viewing' area of the changing rooms. Opening up an entrance to/from the current overflow car park, onto the main road, was discussed. It was agreed to find out from Highways, what this would entail and reconsider at the next meeting.
- iii. **Additional CCTV cameras and enhancements:** Cllr Andrew reported incidents with dogs at the top end of the Rec. However, the cameras current did not cover that area. Additionally, the one trained on the car park required enhancing, as it did not pick up Reg. plates and one

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on the MUGA needed re-angling. She proposed increasing the coverage, readjustment of existing cameras and enabling the microphone capability to the car park area. The CCTV company had provided a quote @ £520 + VAT and this was agreed.

**MOTION:** To agree the enhancement as above (amendment to original Motion agreed) , PROPOSED by Cllr Andrew SECONDED by Cllr Pacheco and AGREED.

- iv. **Gigaclear free Wi-Fi offer:** Cllr Wallond had investigated this, including speaking to PCs who had implemented it. He had supplied a one-page summary and recommended trialing the offer. This was discussed, with disagreement as to whether the PC would be viewed as being beholden to a commercial company, even though it represented a saving on current broadband costs. Cllrs Courtman and Price objected strongly to the idea and Cllr Andrew suggested a compromise where a caveat would be required: That there should be no wording, online or hard copy, that implied HPC endorses Gigaclear and HPC should not appear on any of their wording. This was agreed.
- MOTION:** To agree to take up the offer of free broadband for an initial 3-month (amended wording agreed) period, with the caveat as detailed above PROPOSED by Cllr Wallond SECONDED by Cllr Simpkins and AGREED
- v. **New Picnic Bench:** The clerk, the contractor and Cllr Pacheco had viewed the play area, and realised the bench would only fit around the edge. They proposed siting it where there is a single bench on the S.E. edge. This was agreed and it was agreed that the single bench would be relocated to the top end of the Rec, so that spectators could sit to watch football matches.
- vi. **Conversion of pavilion heating to simplified system:** The clerk advised that the clubs were not passing on instructions to new players/coaches/managers, and as a result someone had interfered with the heating/hot water controls resulting in the heating being left on for days. She suggested a simplified, on/off system and it was agreed she should obtain quotes.
- vii. **Development of Community Hall – update from working party:** No update.

### 23.106 Village Projects

- i. **Update on Handover of Bloor's Land:** Cllr Proctor had sent the legal documents confirming the land behind the school is now registered to the parish council. Cllr Simpkins pointed out the PC will need a contractual arrangement with the school for them to lease the land. The transfer of the POS adjacent to the Bloor estate appears to have stalled and Cllr Simpkins will work on progressing this, with advice from Cllr Proctor as needed. Cllr Andrew asked to be involved in this.
- ii. **Consideration of quotes for 3 ash trees in the village: Ash Trees:** 3 ash trees needed attention and quotes/advice had been obtained as follows: **1.** Ash Tree in Recreation ground - to cut the ivy and pollard the tree. **Quote = £350 + VAT.** **2.** Ash tree by the pond - carry out a reduction and second tree planting. **Quote = £680.65 + VAT.** **3.** Replacement for diseased Ash at corner of Warwick Road @ **£552.26 + VAT.**
- MOTION:** To agree the above quotes supplied by Tove landscapes, PROPOSED by Cllr Simpkins SECONDED by Cllr Andrew and AGREED
- iii. **Bench Painting Schedule:** The caretaker had proposed a list of village benches needing to be painted and the clerk had enquired whether any councilors wished to get involved in this project. All were content for the clerk and caretaker to proceed as suggested.
- iv. **Christmas Lights:** Cllr Andrew had tabled this matter several times to MKCC officers and had received no response. She has escalated it but there is still no indication of whether Ringway has carried out the required work. The clerk asked whether MKCC's P.R. office could be contacted, by way of pre-empting the bad PR that this will result in, if once again there are no lights at Christmas. Re. the Christmas Tree, Cllr Andrew suggested installing it anyway and



using solar lights, possibly on PC land e.g. the Rec. Ground.

- v. **Rec. Ground and Lincoln Court Play areas:** Outline plans for a small play area at Lincoln Court had been received and circulated. This was discussed and there was agreement that no plans will be considered until it was clear the land could be transferred to the PC and local consultation had taken place. The clerk agreed to contact MKCC officers and stall the plans until these matters were clearer.

**23.107 S106 Projects:**

- i. **Public Art Proposal:** Cllr Courtman had suggested that the frontage to site at 2 Long Street Road, currently in a state of disrepair, could attract some 106 funding for Public Art. The clerk had obtained support from MKCC's S106 officer, who had also sent details of funds available 14/9/23. The owner had agreed to a plan for a mural and wished to be kept informed but had no intention of developing the site. A meeting will be held with MKCC's Public Art officer and the clerk will report back.
- ii. **Dr's Surgery:** A joint meeting had been held between the working group, the practice partners and parish councilors. The partners were proposing an additional plan, to increase the size of the building as a training facility for new doctors. Since the S106 funds have to be spent by December 2024, there was a need for urgency to develop the architectural plans, get planning permission in place and secure additional S106. Cllr Andrew is working on pulling this together, although the practice must prepare and submit the S106 application themselves.
- iii. **Solar Panels:** The report from the independent electrical survey had not yet been received and the clerk agreed to chase this up.
- iv. **Working party for development of Longer-term Plan:** No progress.

**23.108 Allotment updates:**

- i. **Updates:** Cllr Simpkins advised that with Cllr Proctor's resignation, the committee now needed another parish councillor. Cllr Pacheco offered to join and was thanked.
- ii. **Flags at the allotments:** The issue of flags erected at the allotments was discussed. Permission had not been sought at the time and the tenant had been asked to take down the flags, on the basis of no permission requested. The tenant had been invited to request permission but had not done so. The clerk confirmed that she had received messages and calls both from those believing the nature of the flags was 'political' and should not be permitted, and those who wanted a more 'live and let live' approach. She had felt conflicted and hence put the matter on the agenda. The committee had discussed this but not reached a decision regarding imposition of any rule and requested that the parish council as landlord, makes an overarching decision. This was discussed and it was agreed that no flags would be permitted at the allotments (apart from a small wind-directional flag installed by the committee).

**MOTION:** To agree the council's decision as above PROPOSED by Cllr Geary SECONDED by Cllr Courtman and AGREED

**23.109 Date of Next Meeting:** 9<sup>th</sup> October 2023 at 7pm

Signed: .....

*D. J. Courtman*

Date: .....

*9th Oct. 2023*

**PART 2:**

- i. **Continued late payment of rent:** The matter of a persistent late payer was discussed and it was agreed that providing they pay by the end of the term, no sanctions would be applied.
- ii. **Breaches of permit agreements:** The clerk outlined several breaches of the agreement for use of the Pavilion by one of the clubs. It was discussed and agreed that they would be asked to meet with representatives of the PC, prior to the new season and required to sign a revised agreement outlining a sliding scale of fines, to be applied in the event of further breaches.
- iii. **Payment of invoice for unauthorised work:** 2 invoices presented for work that had not been authorised in the correct way (via the clerk). Both were discussed and it was agreed that the work was carried out in good faith and the invoices would be paid.
- iv. **Risk to council – H&S:** The clerk outlined the outcome of the Sport Liaison Group: 1. The post sockets that demarcate the cricket square have now sunken and the level of risk should be assessed, against the cost of the work needed. 2. The football pitch was reported to be uneven and therefore an injury risk, although no incidents had been reported formally and no matches called off by any Referee on the day. The level of risk should be assessed against the cost of the work needed. It was agreed to obtain quotes for both items of work, before being brought back to the agenda for decision.

