

**Minutes of the Annual Meeting of Hanslope Parish Council, held on 13th
June 2022 at 7pm
at the Community Hall, Recreation Ground, Hanslope.**

Present:

Parish Councillors: -
M Palmer (Chairman)
R Simpkins
E Price
S Proctor
J Gregory

A Andrew
J Cass
G Duffield
D Courtman

Clerk: G Merry

1 Member of Public

22.057 Apologies: No apologies were received

22.058 Minutes of the Parish Council Meeting held on 9th May 2022:

The minutes had previously been circulated and were PROPOSED by Cllr Courtman SECONDED by Cllr Cass and AGREED.

22.059 Declarations of Interest: No declarations

22.060 Public Participation: No items

22.61 Council

- i. **Clerk's Report:** Income to date stands at £69,489 (53% budget) and expenditure at £28,112 (21% budget). 2 budget areas have been exceeded: 'Miscellaneous' budget - due to the HMRC arrears payment and the 'Rec. Ground ad hoc' maintenance budget, due to the making good work and the installation of the cricket Astro turf, an accrued expense from last year. Budget virements for these 2 areas will be recommended. The main activity has been progressing projects to be implemented this summer and autumn. Cllr Andrew and the jubilee committee were commended for putting on such exciting and successful events for the jubilee and all expressed their thanks.
- ii. **Highways Updates:** MKC had not sent their quote for the white gates, so this could not be progressed. Cllr Courtman expressed dissatisfaction that MKC only offer a 'one-size-fits-all' re. the white gates, affecting Forest Road, one of the main speeding black spots. It was reported that speed mitigation measures were to be implemented on Castlethorpe Road as part of the Hayfield's development. Cllr Courtman reported the SID results, which showed vehicle numbers up to pre-pandemic levels and 64% of cars heading out of the village on Forest Road, were speeding. It was discussed whether the PC should buy another SID and Cllr Courtman offered to look into this.
MOTION: To agree quotes for the installation of white gates – MOTION deferred.
- iii. **Broadband:** The clerk reported that the line would be installed on 8/8/22 although the pole had not yet been approved or installed. No further costs had been indicated yet.
MOTION: To approve any further costs - MOTION not needed

22.062 Planning:

- i. **22/01181/DISCON – Land off Castlethorpe Road (Bloors):** Cllr Cass advised that the decision was essentially to agree that the application discharges the conditions. The management agreement for the land (LEMP) is between Bloors and its nominee (MKC)

- vi. **Community Hall Accessible Toilet – Progress and quotes:** A specialist public toilet installation company had attended and advised how the hall could be reconfigured to accommodate an accessible toilet. The doorway would be from the lobby, allowing enough space for wheelchair width & turning and the current female toilet would become unisex. The service offered was for advice, project management and building work and the total quote was £47,200. It was agreed to obtain further quotes using this specification. The clerk advised that a non-specialist building company may not offer a compliant solution.
- vii. **Community Hall hiring update and request from Street Store:** Cllr Andrew had investigated the village hall charges but felt that their charging structure was sufficiently complicated that direct comparison was not useful. They also offered a more ambient venue and were better known. She suggested the charging structure would depend on the objective of hiring the hall e.g. community-led or revenue maximising. It was discussed and agreed that charging should aim to meet costs and Cllr Andrew agreed to advise further. She advised that Hanslope Street Store is a not-for-profit organisation who meet once a quarter, as clothing exchange source for local people. It was agreed they would still be charged but at the not-for-profit rate.
- MOTION:** To agree any changes to hire rates DEFERRED pending further review.
- MOTION:** To agree the request from Hanslope Street Store, as above PROPOSED by Cllr Courtman SECONDED by Cllr Price and AGREED.

22.065 Village Projects:

- i. **Church Clock:** The repairs were underway however; further corrosion had been discovered on removal of the mechanism and Smiths of Derby had advised the cost would increase by £1780. This was discussed and agreed.
- MOTION:** To agree the additional costs for the clock repairs as above PROPOSED by Cllr Palmer SECONDED by Cllr Courtman and AGREED.
- ii. **Installation of Gold Street/Castlethorpe Road Finger Post:** Cllr Palmer reported this was all but finished, except for finalising of painting. The installation contractor had been instructed. Cllr Palmer had met with Ward Cllr Wardle and the closest resident, following advice from MK Highways and a location had been agreed, set slightly further back from the road.
- iii. **Landscape Maintenance Contract Renewal:** The contracts for both the village and Rec. Ground & ponds are due to be awarded again in 2023 and Cllr Simpkins had been working with Castlethorpe and Haversham PCs to prepare revised specifications. The clerk advised that these would be published for tender this month, with a closing date of September and evaluations/decisions by year end.
- iv. **Skatepark Feasibility:** Cllr Simpkins had attempted to speak to Bloor Homes re. the plans for the land to the west of the estate but had not been able to contact the right person. The area was still being considered as potentially viable but only after adoption by the PC. As a member of the working group, Mr Glanville reported on discussions with the owner of the land to the south-east of the Rec. Ground, who may be prepared to offer a section of land at a peppercorn lease. However, this would likely be as part of a planning application and for this reason, Mr Glanville was doubtful that the land could be considered, until that application was made and agreed. Cllr Palmer suggested discussing potential pieces of land with the Neighbourhood Plan team, as part of the revisions to the Plan. It was agreed that Mr Glanville would continue discussions with potential landowners.
- v. **Bike Racks:** A resident had requested the placing of bike racks in the village to encourage cycling and Cllr Simpkins felt that shop and village hall could be asked to consider this. Although a rack had been installed close to the MUGA, it was not in the most practical

- iv. **Review of the Annual Governance and Return:** The clerk had circulated the AGAR in advance and there were no questions. She read out each clause of the Annual Governance Review and all were AGREED.

MOTION: To agree each clause of the Governance Statement (P4 of AGAR) PROPOSED by Cllr Andrew SECONDED by Cllr Courtman and AGREED

MOTION: To agree the Accounting Statement (P5 of the AGAR) PROPOSED by Cllr Price SECONDED by Cllr Cass and AGREED

- v. **Approval of Payments:** The list as follows had been circulated and there were no questions:

Date	Invoice from	For	Net	Vat	Total
19/04/2022	MK Brass	Jubilee - Band	£ 200.00		£ 200.00
09/05/2022	MSquare Architects Ltd	Survey and submission of Planning App for outdoor gym	£ 1,163.20	£ 180.00	£ 1,343.20
13/05/2022	Simon Bates Building and Maintenance	Herbicide application - village wide	£ 800.00	£ -	£ 800.00
20/05/2022	Play Innovation	Final MUGA Invoice + trackway and floor grids	£ 14,540.00	£ 2,908.00	£ 17,448.00
23/05/2022	Ainsey's Entertainment	Jubilee DJ (balance)	£ 400.00		£ 400.00
27/05/2022	C Pacheco	Reimburse cost of trophies and rosettes	£ 104.37		£ 104.37
30/05/2022	RTM Landscapes	Landscape maintenance May	£ 1,028.13	£ 205.63	£ 1,233.76
30/05/2022	MKCIL	Donation and mileage - accessibility audit	?		£ -
30/05/2022	Property Care Bucks Ltd	Emergency attendance - leaking water tank in garage	£ 60.00	£ 12.00	£ 72.00
04/06/2022	Tove Landscapes Ltd	May Landscaping	£ 788.33	£ 157.67	£ 946.00
05/06/2022	Dan Hughes	Singer - jubilee - balance	£ 27.00		£ 27.00
06/06/2022	Top Drones	Filming of jubilee	£ 280.00		£ 280.00
06/06/2022	Anne Washington	May caretaking @32 hours	£ 384.00		£ 384.00
08/06/2022	Event solutions south	Jubilee Tables and chairs - balance	£ 857.20	£ 171.44	£ 1,028.64
13/06/2022	G Merry	Reimburse expenses			£ 16.87
28/06/2022	RBS software Ltd	Annual support and license	£ 129.00	£ 25.80	£ 154.80
PAID					£ -
06/05/2022	British Gas Lite (DD)	Pavilion Elec 1	£ 75.26	£ 3.76	£ 79.02
06/05/2022	British Gas Lite (DD)	Pavilion Elec 2	£ 17.19	£ 0.86	£ 18.05
06/05/2022	Eon Next (DD)	Hall Elec	£ 32.96	£ 1.65	£ 34.61
09/05/2022	Zoom	Subscription (now cancelled)	£ 11.99	£ 2.40	£ 14.39
09/05/2022	Amazon	Hazard tape	£ 17.27	£ 3.46	£ 20.73
12/05/2022	Amazon	Bin Bags	£ 12.07	£ 2.42	£ 14.49
12/05/2022	Amazon	Litter pickers	£ 23.32	£ 4.67	£ 27.99
12/05/2022	Amazon	Cones	£ 33.32	£ 6.67	£ 39.99
13/05/2022	Amazon	Slow Down signs	£ 16.47	£ 3.30	£ 19.77
17/05/2022	Amazon	Hazard tape	£ 6.56	£ 1.31	£ 7.87
17/05/2022	Amazon	Clock for hall	£ 6.24	£ 1.25	£ 7.49
17/05/2022	Tradepoint (B&Q)	Type 1 for the allotments	£ 250.00	£ 50.00	£ 300.00
18/05/2022	Eon Next (DD)	Hall Gas	£ 32.83	£ 1.34	£ 34.17
19/05/2022	Amazon	Book of Condolence (re. Operation London Bridge)	£ 27.46	£ 5.49	£ 32.95
19/05/2022	Amazon	Ink cartridges	£ 33.00	£ 6.60	£ 39.60
19/05/2022	Adobe	Subscription	£ 12.64	£ 2.53	£ 15.17
19/05/2022	Amazon	Compostable cups	£ 14.08	£ 2.81	£ 16.89
20/05/2022	British Gas Lite (DD)	Pavilion Elec 2	£ 17.19	£ 0.86	£ 18.05

20/05/2022	British Gas Lite (DD)	Pavilion Elec 1	£ 75.26	£ 3.76	£ 79.02
23/05/2022	Post Office	Stamps	£ 13.04		£ 13.04
24/05/2022	Eon Next (DD)	Hall Elec	£ 33.64	£ 1.68	£ 35.32
23/05/2022	Amazon	Mat for allotment toilet	£ 19.12	£ 3.83	£ 22.95
24/05/2022	Amazon	Parking signs	£ 9.16	£ 1.83	£ 10.99
06/06/2022	Aston Clinton Stores	Cleaning items for hall and pavilion	£ 8.13		£ 8.13
06/06/2022	Eon Next (DD)	Hall gas	£ 41.98	£ 2.10	£ 44.08
08/06/2022	British Gas Lite (DD)	Pavilion Elec 2	£ 18.38	£ 0.92	£ 19.30
09/06/2022	British Gas Lite (DD)	Pavilion Elec 1	£ 65.45	£ 3.27	£ 68.72

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

22.064 Recreation Ground

- i. **Update on Outdoor Gym:** Although a supplier had been chosen, the team had agreed to revisit the offer with them, with the intention of obtaining more interesting/effective equipment. Cllr Gregory had met with them to this end. However, the new offer was a significantly higher cost, with a larger footprint. Cllr Gregory outlined how the revised offer would result in more sustainable use over time and although this was agreed, the team agreed to meet on site to discuss the matter before progressing.

MOTION: DEFERRED pending further discussion

- ii. **Request from Stony Stratford CC to increase summer cuts in the Rec. Ground:** Stony Stratford CC had requested weekly cuts during the height of the growing season, as opposed to the current fortnightly schedule and had offered to contribute to the cost. The contractor had supplied a quote for 6 extra cuts @ £900 for the whole ground and £810 for the outfield only. It was discussed and agreed that this would be implemented providing SSCC contributed a minimum of 50% of the cost and the clerk agreed to propose this to them.

MOTION: To agree the request as above @ £900, on the proviso that 50% minimum of the costs are offered PROPOSED by Cllr Courtman SECONDED by Cllr Proctor and AGREED

- iii. **Rec Ground and Hall accessibility report and recommendations:** The clerk and Cllr Palmer had met with the chairman of MKCIL (Centre for Integrated Living) who had carried out a review of disabled accessibility and the report had been circulated. There were wide-ranging recommendations for both the hall and the grounds and it was discussed and agreed that the installation of an accessible toilet, along with an entrance ramp, would be the first priority, along with removal of the stand-alone fence at the pathway way into the Rec. Parking space lining would also be considered with provision for disabled spaces. Other modifications would be looked at in the longer term.
- iv. **Resurfacing Car Park:** A revised quote had been obtained for the resurfacing and the clerk enquired whether this could be progressed. Cllr Palmer advised that the drainage issue from the car park out to the street had not yet been resolved and required Anglian Water to attend. It was agreed the surfacing with should wait until this was resolved and the clerk agreed to contact Anglian Water.

- v. **Community Hall Ceiling:** 4 quotes had been obtained with Cllr Palmer and the clerk attending the site visits. These were circulated and discussed. Although each one offered a slightly different approach, it was agreed to contract Manor Interior Solutions @£9990.72 plus cost of skip. Cllr Palmer agreed to meet with them again to fine tune the method and discuss thicker insulation.

MOTION: To agree to contract Manor Interior Solutions, as above PROPOSED by Cllr Andrew SECONDED by Cllr Courtman and AGREED

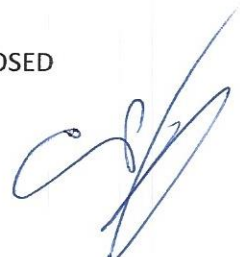
and she advised that the plan does discharge the conditions and this was agreed [i]. The issue of the LEMP (Landscape Ecological Management Plan) does affect the PC though, as decisions were taken around 2018, that the ground's maintenance would be adopted by the PC. Should this happen, Cllr Cass recommended that instead of the 10-year review stated in the plan, the PC should request a 5-year review, to assess the costs involved, and this was agreed [ii]. Bloor will transfer the ownership and the management, of the land to the PC as nominee of MKC, together with the maintenance payment. They will have a maintenance period of 1 year, after which the responsibility will fall to the PC. It was agreed this was preferable to the installation of a management company and would be requested in comments [iii]. Cllr Proctor had circulated details of the commuted sums payable for ongoing maintenance under the S106 agreement. Cllr Cass also recommended that the hedgerows should not be left for 3 years as stated in the plan and the PC should request changing this to annually [iv].

MOTION: To agree that the LEMP as proposed, discharges the conditions and additional responses as above [i - iv]. PROPOSED by Cllr Cass SECONDED by Cllr Andrew and AGREED

- ii. **Update on planning applications** – Cllr Cass updated from the working group, with the following recommendations:
 - 22/01186/PRIOR - Rose Lane Farm, Forest Road, MK19 7DE - Prior approval, change of use from agricultural barn to dwelling & associated development - **No comment**
 - 22/01109/FUL - Cuckoo Hill Farm, Castlethorpe Road, MK19 7HQ - Construct 2 new commercial buildings (class E) – resubmission - **Objections discussed agreed**
 - 22/01180/FUL - The White House, Malt Mill Farm - Proposed paddock access and footpath diversion & associated works - **Objections discussed and agreed**
 - 22/01053/LBC - Hales Folly Farm, Hartwell Road, MK19 7BX - Replacement of current wooden windows in farmhouse - **No comment**
 - 22/01263/HOU 31 Gold Street, MK19 7LU - Formation of vehicular access & regularizing of alterations to rear ext. - **No comment**
 - 22/01264/LBC 31 Gold Street, MK19 7LU - Formation of vehicular access & regularizing of alterations to rear ext. - **No comment**
 - 22/01414/HOU 43 Newport Road MK19 7ND - Single storey rear extension to garage - **No comment**
- MOTION:** To agree the parish council's response to new applications as above, PROPOSED by Cllr Cass SECONDED by Cllr Price and AGREED
- iii. **Enforcement:** Cllr Cass had enquired from MKC what the rules were surrounding display of signs in conservation area but had not yet had a response.
- iv. **Revision of Neighbourhood Plan:** The working party had not met this month. It was agreed Cllr Cass would continue on the NHP group as a consultant and would still attend the NHP course in July.

22.063 Finance:

- i. **Reconciliations and financial situation report to 31/5/22:** Receipts/payments as stated at 22.061 i. Cllr Price had carried out the reconciliations of invoices to payments, and account balance reconciliations for May. Internal controls had been completed for the month.
 - ii. **Internal Audit:** The clerk had circulated the internal audit report for 2021-22 which contained only the recommendation that the PC continues to find ways to spend its reserves. There were no further comments.
 - iii. **Appointment of Internal Auditor for 2022-23:** It was discussed and agreed to re-appoint Tina Charteress as internal auditor
- MOTION:** To appoint Tina Charteress as internal auditor for the coming year, PROPOSED by Cllr Price SECONDED by Cllr Courtman and AGREED.



place at the Rec. and it was agreed to consider installing one adjacent to the car park and buildings. The clerk agreed to look into this.

22.066 S106 Projects: MKC had provided an updated spreadsheet of available S106 monies for Hanslope, with details of required allocation and trigger points. This had been circulated and may be considered for some of the projects currently planned.

22.067 Allotments:

The clerk advised that the allotment committee needed another councillor to comply with its Terms of Reference. Cllr Proctor offered and this was agreed. Cllr Cass reported that occasionally tenants allowed their plots to overgrow but no strimmer was made available for safety reasons. It had been suggested the committee engage a contractor to carry out strimming and the tenant be charged for this service. This was discussed; however, it was agreed that if growth was sufficiently high and the tenant was not prepared to acquire a strimmer to do it themselves, the eviction process should be used to address this. Once tenants had left, the contractor could be asked to do the strimming or another member of the committee once they had been trained to use the strimmer and were willing.

MOTION: To agree that Cllr Proctor will join the allotment committee PROPOSED by Cllr Andrew
SECONDED by Cllr Cass and AGREED

MOTION: To agree to charge tenants the cost of plot clearance for neglected plots NOT AGREED

20.068 Date of Next Meeting: Monday July 11th 2022, at 7pm

Signed Date 11 July 2022