

Minutes of the Parish Council Meeting of Hanslope Parish Council, held on 13<sup>th</sup>  
May 2019 at 7pm  
at Hanslope Pavilion, Recreation Ground, Hanslope.

**Present:**

Parish Councillors: -

M Palmer (Chairman)

E Price

J Cass

D Courtman

S Proctor

Cllrs A Geary and G Bowyer (MKC)

Clerk: G Merry

0 Members of Public

**19.056 Apologies for Absence:**

Apologies were received from Cllrs B Green, R Green and R Simpkins

**19.057 Declarations of Interest:**

There were no declarations

**19.058 To Approve the Minutes of the Parish Council Meeting held on 8th April 2019:**

The minutes were AGREED and SIGNED. Cllr Price asked Cllrs to check figures for last month's payments, and these were agreed as correct.

**19.059 Matters Arising:**

- i Cllr Palmer asked Cllrs Geary and Bowyer if there had been progress on scheduling a meeting between parish councillors, Highways and Bloors Homes. Cllr Geary stated there had been no progress. However, a new Head of Highways had been appointed to MK Council and it would now be possible pursue a meeting.
- ii The recruitment of the new clerk had been completed and the clerk was in post.
- iii Cllr Palmer asked if there were any other matters arising from the previous meeting and it was agreed there were none.

**19.060 Public Time:**

There were no items, however, Cllr Geary reported that he had met with residents of Tathall End re. an application for 2 houses. This had now gone to appeal and as such, needs to be considered as a new application, requiring comment from the PC. He advised that the appeal is now with the inspector, so comment was needed soon. It was agreed the Planning group would follow this up and Cllr Price would circulate details supplied by Cllr Geary. There was also an application for a change of window at a different property in Tathall End and Cllr Geary advised Cllrs to investigate this.

**19.061 Recruitment of New Clerk:**

Cllr Palmer welcomed the clerk and invited her to advise the council where necessary. Cllrs Geary and Bowyer asked to be copied into minutes and agendas.

**19.062 Planning:**

- i **New Planning Applications:** In addition to the 2 applications for Tathall End as above, there were 2 applications for Hanslope Park. One being for the removal of the existing conservatory and replacement with a loggia. Cllr Palmer advised the clerk that Hanslope Park operates

independently of the village and that the Crown does not need to apply for planning permission

- ii **Coordinated Response to Existing Large-Scale Planning Appeals:** Cllr Geary clarified that the current appeals are likely to be heard in July and he will attend on behalf of the PC.
- iii **Meeting between the PC, Bloors/Davidsons and Highways re. change to roundabout adjacent to Watts Arms and change of Priority at Forest Road/Hartwell Road junction:** The use of S106 money was discussed from the Bloors and Davidson's developments and Cllr Proctor advised that S106 can only be received as a direct result of the development. It is not a 'given' that it will be used for the village. There followed a discussion as to how enforceable the S106 allocation will be. Cllr Geary stated there was a willingness by MK Highways to progress this matter to the benefit of the village and he intended to discuss this with the new Head of Highways. Cllr Price asked to go on a BALC 'Planning Enforcement' course, and this was agreed.

#### **19.063: Finance:**

- i **To approve monthly receipts and payments:** Cllr Price had circulated the list of payments for approval (**Appended**). Cllr Palmer queried the Anglian Water bill and Cllr Price confirmed that following her query, this had now been received. She also clarified that EON had been over-charging for some time, based on estimated electricity usage at the recreation ground. They had agreed both a credit and a refund to bring the balance to £0. The PC will now be switching supplier to British Gas, on a monthly fixed tariff. All payments were approved, and Cllr Price circulated prepared cheques for signing by Cllrs Palmer and Courtman.
- ii **Approval of accounts 2018-19 and briefing on internal audit process:** Cllr Price had sought advice from an accountant to bring the accounts to year-end. Along with Cllr Cass, she had prepared the cashbook and obtained all invoices except for 3, which she detailed and requested. She circulated the year-end balance sheet (**Appended**), which was approved, subject to audit. It was agreed the accountant will be paid to finalise the accounts and Cllr Price was thanked for her work on this. Cllr Price also stated that an Asset Register will be needed, and Cllr Proctor agreed to advise on the items that have been valued and will send the figures to Cllr Price. Cllr Palmer had circulated the budget for 2019-20 and discussed earmarking some of council's reserves for S106 projects. Allotment deposits were discussed, and the clerk agreed to investigate how these could be secured without depositing them into the PC's account. She also agreed to bring the allotment spreadsheet up to date.
- iii **VAT update:** Cllr Price advised that she has claimed back 2 year's worth of VAT. The clerk will take over this function once it has been updated to year-end 2019.
- iv **S106 Tracking Options – report on potential use of S106 within the village:** Cllr Palmer summarised from his report on current S106 availability, detailing 1. contributions that groups in the village may apply for; and 2. funds that may be applied for from outside of the village. For each sum, he stated the trigger points for release of the money and asked how this may be made available, when structured to be released only in percentage phases. Cllr Geary confirmed that the money will not be 'forward funded' and can only be paid on completion of pre-agreed projects. He confirmed that in theory, it is possible to draw-down on the funding if an arrangement is made, and potentially to also borrow from other 'pots' to complete a project. He advised that Paul Van Geete of MK Council is the S106 officer to discuss this with. Cllr Palmer asked Cllr Proctor to follow-up on this.
- v **Village Landscaping:** It was agreed to defer this item to the next meeting where Cllr Simpkins will be asked for feedback on the purchase of mapping software.
- vi **Employment of Natalie Green re. Year-End:** It was discussed and agreed that Natalie Green would be contracted to prepare the year-end accounts for audit.

#### **19.064 Recreation Ground Development:**

- i **Update on the Refurbishments:** It was agreed to defer this item until the next meeting, where Cllrs B Green and R Green will be asked to present an update.
- ii **Update on Outstanding Capital Costs:** Deferred to next meeting
- iii **Update on Management of the Facility:** Deferred to next meeting
- iv **Presentation on potential for further redevelopment of building on Pavilion Site:** The potential for developing the use of the Pavilion building was discussed, along with the possible use of further S106 funding. Cllr Proctor was asked to develop ideas for a proposal to be presented at a future meeting.

#### **19.065 Allotments - Cllr Cass read from Cllr Simpkins report:**

There is a need for the footpaths to be kept clear. Cllr Simpkins is recommending a wheeled petrol trimmer which tenants can use and there was general agreement on this. Cllr Palmer expressed concern as to where this would be kept and how access would be facilitated. Cllr Simpkins will be asked to present a proposal to the next meeting. There was a suggestion to possibly re-size and re-order the plots and that wooden corner posts could be used to delineate each plot. Prices were discussed, however, Cllr Palmer stated that even robust wooden posts deteriorate and are subject to damage. The cost of installing posts for each allotment may be too prohibitive. He suggested further discussion with Cllr Simpkins and Mr Cass, as although the PC can fund this, he had concerns about practicality and durability.

Application to the Land registry: Cllr Cass reported that surveyors had attended the allotments and a response is awaited.

#### **19.066 Neighbourhood Plan:**

Cllr Palmer reported that a strong letter of complaint had been sent to the examiner, from the Eventing Centre. Although MK Council's Neighbourhood Plan officer had advised this may not be admissible, as it had been unsolicited, the NP group had composed a fully considered reply, sent via the examiner. Cllr Proctor asked to have a copy of the letter. The examiner had asked for both the letter and the response to be published on the PC's website. Cllr Geary asked when the referendum may be held and it was agreed this was still a way off, as the examiner's report is currently awaited.

Cllrs Geary and Bowyer left the meeting at 8.30pm.

#### **19.067 Village Maintenance Issues:**

- i **Pavilion Garage Doors:** The caretaker had expressed concern re. the doors. However, Cllr Courtman had checked, and they were secure.
- ii **Grass Cutting During Cricket Season:** There had been an issue for the football team, when the long grass was mowed, and cuttings had been left. Cllr Palmer advised that any complaints from the football or cricket teams, should be made directly to the contractors - Lotte Landscapes. Cllr Price advised that the contractors had undertaken some extra branch clearance and the clerk advised that any orders for work must be agreed first by the council. The clerk asked to have sight of the Grounds Maintenance contract.
- iii **Use of the Pavilion Kitchen:** Cllr Courtman asked whether it was planned to rent out the Pavilion, as the kitchen had no equipment e.g. for cricket teas. Cllr Palmer suggested that the cricket club be asked to send a list of what they needed, and advice would be sought from the village hall committee re. crockery etc.
- iv **Long Street Bench:** Cllr Courtman presented 2 quotes for a replacement bench:
  - £298 for a bench requiring ongoing maintenance
  - £410 for a recycled plastic bench requiring no maintenance and guaranteed for 25 years.

The latter was agreed. Cllr Courtman agreed to contact the supplier as to how the bench is fixed, however, MK Council would need to be contacted, as the original bench belonged to

them. A discussion would be needed as to whether the PC were permitted to install the bench at their expense and the clerk agreed to contact MKC to find out.

**19.068 Final Items:**

- i **Correspondence:** A letter of complaint detailing various matters had been received. It was agreed the clerk would respond to all such letters now.
- ii **Rubbish Bin Installation – Newport Road:** This had been requested at the last Open Meeting but had not yet been installed. Cllr Palmer agreed to contact Cllr R Green to ask if he had made progress on this and to request feedback in time for the June PC meeting. If not, the PC would need to arrange the installation of the bin.
- iii **Bloor Homes Housing Allocation:** Cllr Cass reported from a meeting held between parish councillors, Bloor Homes and the housing association re. the allocation of affordable housing. Cllr Procter had received confirmation from MK Council’s Service Manager that 10% of allocations would be for those with connections to the village and applications would be open for 6 months from June. Further affordable housing would also be available from September 2019. Cllr Cass expressed concern as to how ‘connections to the village’ would be determined and whether this could be addressed within the Neighbourhood Plan. Cllr Palmer cautioned against the PC becoming too involved in this matter and suggested its role would be information-passing only, via the website or Facebook e.g. ‘A Guide to Affordable Housing in Local Developments’. Cllr Cass was asked to put together some wording for this for the next meeting (**After Note: Appended**).

**19.069 Items for Next Agenda:**

- i A ‘Welcome to Hanslope Pack’
- ii Dog Fouling on the recreation ground and village footpaths
- iii Future of the website

The meeting closed at 9.45pm.

**Date of Next Meeting:** Monday June 10<sup>th</sup> at 7.30pm

Signed ..... Date .....

## APPENDIX 1. Payments to be Agreed – May 2019:

Date	Payee	Description	Invoice	Amount £	Chq No	Joint Invs £
13/5/19	British Gas	Standing charge 2/3–8/4 19	71172231 4	65.23	3012	
13/5/19	Hanslope Village Hall CIO	Hall Hire - Open meeting 8/4/19	Apr 19	40.50	3013	
13/5/19	Anglian Water – Wave	Charges 10/2 –9/5/19	75805239	85.40	3014	
13/5/19	Lotte Landscapes and Servs	Rec Ground Maintenance April 19	11566	833.00	3015	
13/5/19	Lotte Landscapes and Servs	Mowing of Rides April 19	11565	132.00	3015	
13/5/19	Lotte Landscapes and Servs	Cut back trees – play area	11518	720.00	3015	1685.00
13/5/19	J D Sharpe	Caretaking April 19		355.00	3016	
13/5/19	Marcus Young Landscapes Ltd	Bin emptying April 19	3088	648.00	3017	
13/5/19	Eileen Price	Expenses covering for clerk		35.67	3018	
<b>TOTAL</b>				<b>2914.80</b>		

## Appendix 2: 2018-19 Balance Sheet (unaudited)

Hanslope Parish Council				
<b>Bank a/c's as at 01/04/18</b>				
02350977	£144,220.98			
50353360	£35,818.86			
07687708	£30,136.08			
	<b>£210,175.92</b>		210175.92	
			230697.48	
			-264365.2	
<b>Add</b>			176508.18	Total
Receipts	£230,697.48			
	£440,873.40			
<b>Less</b>				
Payments	- £264,365.22			
	<b>£176,508.18</b>			
<b>Bank a/c's as at 28/02/19</b>				
02350977	£110,520.09			

50353360	£35,836.85			
07687708	£30,151.24			
	<b>£176,508.18</b>			
Unpresented Cheques	£417.60			
	£542.40			
	<b>£960.00</b>			

### Appendix 3. Bloor Homes Housing Allocations:

Residents are advised as follows: -

*In order to register interest for rented properties, anyone interested should email [housing.access@milton-keynes.gov.uk](mailto:housing.access@milton-keynes.gov.uk) or call the Housing Access Team number 01908 252937 option 2. Please include name and a contact phone number in emails as they will be contacted in due course to complete a Housing Options Assessment to confirm their housing need and local connection. Please ensure applicants understand that any claims to eligibility may have to be verified.*

*An applicant will be considered to have a strong local connection to the village if they meet one of the following criteria:*

- *Are resident in Hanslope for the last 3 years*
- *Have previously lived in Hanslope continuously for a period of 10 years*
- *Have worked in Hanslope for the last 3 years*
- *Being a retired person living in unsuitable accommodation and with a need to move to Hanslope for medical reasons and support from relatives.*

*The armed forces connection may still be applicable as service personnel cannot always meet the requirements above due to work but may be eligible if they:*

- *Have been discharged from the armed forces (within the last 5 years)*
- *Have recently become bereaved as a partner of an armed forces member.*

*Anyone interested in the shared ownership property should contact Domovo, BPHAs sales team on 01234 674070 or email [sales@domovohomes.co.uk](mailto:sales@domovohomes.co.uk)*