

HANSLOPE PARISH COUNCIL, CASTLETHORPE ROAD, HANSLOPE, MK19 7LG.

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**Minutes of the meeting of Hanslope Parish Council, on Monday 12th December 2022 at
7pm at the Hanslope Community Hall, MK19 7LG.**

MINUTES

Present:

Parish Councilors: -

M Palmer (Chairman)

A Andrew

G Duffield

D Courtman

F Scott

R Simpkins

Clerk: G Merry

0 members of Public

MOTION: To exclude the public for item 22.130 i), in accordance with the Public Bodies (Admission to Meetings) Act 1960, PROPOSED by Cllr Duffield SECONDED by Cllr Simpkins and AGREED. Item taken at end of meeting.

22.124 Apologies: Apologies were received and accepted from Cllrs Price and Proctor.

**22.125 Minutes from previous meetings held 14th November 2022
and 1st December**

MOTION: to approve the minutes of 14/11/22 and 1/12/22 PROPOSED
by Cllr Simpkins SECONDED by Cllr Courtman and AGREED.

22.126 Declarations of Interest: No Declarations

22.127 Public Participation: No items

22.128 Council

i. Clerk's Report

Income for the year to November 30th stood at £178,849 (136%) and expenditure at £149,082 (114%). Projects funded from EMRs will show as having gone over, because there is no budget line for earmarked reserves this year. There will be next year but at the moment, these show as overspent. Broadband is due to be installed on 14/12/22. It necessitated copying-in the CEO of BT Openreach, following 8 months of total inaction. This got things moving with 2 poles and the internal line set to be installed. Cllrs were reminded to check and respond to PC emails every day.

ii. Highways and crime updates: Cllr Courtman reported that speed humps on Forest Road had been modified. There was no SID report due to the surfeit of road closures in the village. Hayfield Homes had created a car park for construction vehicles on the opposite side of Castlethorpe Road, to their development. This was contrary to the terms of their planning permission and an enforcement process had been implemented. The December local crime update had been received from the PCSO and published on the PC's website. Cllr Courtman reported that attendance at the Community and Crime Forum on 24/11/22 had been disappointing. The new permanent SID was ready to be installed and an appointment with the supplier was awaited. Cllr Andrew had reviewed the CCTV following vandalism at the outdoor gym site. The perpetrators were clearly seen and footage & images had been sent to TVP.

iii. Items for the Clarion: Cllr Palmer reported that due to illness on the editorial team, the Clarion would be published later this year, in January 2023. He asked for reports etc. and Cllr Andrew offered to do the layout. Items should be forwarded to Cllr Andrew by 9/1/23 and Cllr Palmer confirmed the Clarion was for all village news/events etc. not just the parish council.

iv. Welcome Leaflet – printing and distribution costs: Cllrs Andrew and Scott were interested in producing a welcome leaflet for new residents, doubling as a forthcoming events diary for the

village and list useful contacts/business etc. It was agreed that this would for now be incorporated into the Clarion, with potential for a 6-monthly update mid-year, as well as an electronic version produced.

MOTION: to support the cost of producing a new village-wide flyer MOTION supported in principle with costs to follow.

- v. **Any reports from Cllrs:** Cllrs Courtman, Simpkins and Andrew had taken part in a walkabout in the village with MKC waste services officers, regarding the wheeled bin roll-out, scheduled for the whole borough in 2023. Homes that will struggle to accommodate the bins had been pointed out. However, MKC’s response had been disappointingly inflexible. All homes will get 4 bins, to be accommodated on their property. Residents have the right to refuse but would then have to dispose of their own waste. Those with health conditions can apply to have the bins moved on their behalf. Cllr Andrew proposed holding a public information evening in the hall, with samples of the bins on display. She agreed to liaise with the relevant MKC officer on this.

22.129 Planning

- i. **New planning applications – Nov/Dec 2022. Discussion/agreement on PC responses to the following:**

			AGREED RESPONSE
22/02917/TCA	Magpie Nook, 1 Church Lane, MK19 7LP	Prune branches - Japanese Maple	NO COMMENT
22/02967/HOU	15, Keswick Road, MK19 7NX	2-storey side extension	NO COMMENT
22/02989/HOU	24 Long Street Road, Mk19 7BW	Single-storey rear extension with roof light	NO COMMENT

MOTION: To agree the parish council’s response to new applications as above, PROPOSED by Cllr Courtman SECONDED by Cllr Andrew and AGREED

- ii. **Revision of Neighborhood Plan: update from working group:** Cllr Andrew reported that the village survey has now closed and she is collating the data from the responses. The results will be shared in due course and the steering committee is due to meet again in January.

22.130 Finance

- i. **Clerk’s Salary – new NALC agreement and backdated rates to April 2022** (item taken at end of meeting): NALC had published the new pay award and this was discussed in closed session. It was agreed to increase the clerk’s salary in accordance with the new scales.

MOTION: To agree the backdated rate for SCP point 36, in line with new NALC increases, AGREED

- ii. **Reconciliations and financial situation report to Nov 30th 2022:** Receipts and payments were as stated at 22.128 I and Cllr Price had checked the reconciliations and invoices at month-end. There were no questions.

- iii. **Budget 2023-24:** The clerk had circulated the proposed budget for 2023-24 (appended) and provided explanations for the workings: -

- Tripled the gas and electricity budgets for the 2 buildings.
- Added projects to be funded from EMRs, as both an expenditure line and an income line. EMR projects are based on what may be achieved in 2023-24, so not everything.
- S106 projects not included as those are monies straight out and in.
- Commuted sum indicated from Bloors, for handing over the POS at Hanslope Fields, not included, as this would skew the figures to the point of the figures no longer being useful.

Expenditure is projected around £174,132 and income around £50,030, meaning a projected precept demand of around £124,102, to balance the budget. A very small increase on last year which may not affect residents unduly, as there has been a tax base increase of 96 homes.

- iv. **Approval of payments – Nov/Dec 2022:**

Date	Invoice from	For	Net	Vat	Total
12/10/2022	MK Play Association	500 Craft Packs			£ 1,250.00
11/11/2022	Daryl English - All Round Maintenance	Signs, storm damage, move bike rack, fix slab	£ 455.00		£ 455.00
25/11/2022	Sign Wizzard	Signs for Allotments and Rec gate	£ 82.63	£ 16.53	£ 99.16
28/11/2022	RTM Landscapes	Nov Landscaping	£ 1,028.13	£ 205.63	£ 1,233.76
30/11/2022	O'Neil Homer	2.5 days consult, mapping expense, meeting expense	£ 1,589.91	£ 317.98	£ 1,907.89
30/11/2022	O'Neil Homer	Project inception meeting	£ 250.00	£ 50.00	£ 300.00
30/11/2022	Anne Washington	Nov caretaking + graffiti removal	£ 528.00		£ 528.00
30/11/2022	Marcus Young Landscapes	Nov bins and dog bins	£ 600.50	£ 120.10	£ 720.60
30/11/2022	SLCC	Membership 2023	£ 222.00		£ 222.00
04/12/2022	Tove Landscaping	Nov Rec Ground Maintenance	£ 788.33	£ 157.67	£ 946.00
05/12/2022	Wave - (Anglian Water)	Allotments - 6 months? (includes reconnection fee)	£ 454.26	£ 90.85	£ 545.11
09/12/2022	Oliver Sawbridge	Repair to cast iron signpost	£ 550.00	£ 110.00	£ 660.00
12/12/2022	G Merry	Nov Expenses	£ 8.88		£ 8.88
	Tara Davies	Nov pavilion/Hall cleaning			£ -
PAID -					
18/11/2022	Wave (Anglian Water)	Rec Ground - Aug to Nov	£ 87.41		£ 87.41
18/11/2022	Defib Warehouse	New defibrillator & Cabinet - Hartwell Road	£ 1,130.00	£ 226.00	£ 1,356.00
18/11/2022	Boards Direct	Noticeboard for allotments	£ 320.00	£ 64.00	£ 384.00
21/11/2022	Amazon	Blu roll	£ 8.32	£ 1.67	£ 9.99
20/11/2022	Adobe	Subscription	£ 12.64	£ 2.53	£ 15.17
21/11/2022	Amazon	Toilet cleaner	£ 14.98	£ 3.00	£ 17.98
22/11/2022	British Gas Lite (DD)	Pavilion Elec 1	£ 83.30	£ 4.16	£ 87.46
22/11/2022	British Gas Lite (DD)	Pavilion Elec 2	£ 33.31	£ 1.67	£ 34.98
22/11/2022	Printed Today	Allotment banner	£ 41.19		£ 41.19
24/11/2022	B&M	Christmas Decs	£ 31.70		£ 31.70
28/11/2022	G Merry	Nov Salary			
28/11/2022	HMRC	Nov tax and NI			
28/11/2022	LGPS	Nov pension			

MOTION: to approve invoices as presented, PROPOSED by Cllr Andrew SECONDED by Cllr Courtman and AGREED.

22.131 Recreation Ground

- i. **Non collection of rubbish – new arrangement with SERCO:** The clerk reported that the rubbish had not been taken from the Rec. Ground for 2 weeks and the MKC had advised that the PC should be on a commercial contract. The clerk had arranged a sack provision contract and this was now in place.
- ii. **Outdoor Gym update and sign off:** The post-inspection report had been requested and it was agreed that Cllrs Palmer, Gregory and Andrew would approve this before recommending opening the new gym. A soft launch had been scheduled for 17/12/22 and users would be able log-in via the Proludic app. to access instructions on using the equipment. A larger event will be scheduled for the new year.

MOTION: To agree the recommendation of the working party , via email, once the report has been satisfactorily received.

- iii. **Community Hall: Accessible toilet – update on quotes from agreed supplier:** The previously agreed supplier had updated his quote, adding on the phase 2 costs @ £3,200 + VAT and this was approved.
- iv. **Rec. Ground Liaison Group meeting in New Year:** The clerk had now spoken to representatives from the teams using the Rec. Ground and all were interested in joining the liaison group. She asked Cllrs from the working party for their availability and a Monday evening in February was suggested.

22.132 Village Projects

- i. **Installation of Gold St/Castlethorpe Road Finger Post – update:** The post was now installed, along with the 'fingers' showing the directions. Non-rusting alloy bolts were awaited and Cllr Palmer will install these.

ii. **Flower bed/planter by shop – consideration of quotes:** A second quote had been received but Cllr Simpkins suggested it lacked sufficient detail to make a decision. It was agreed a that a detailed design was needed and Cllr Simpkins agreed to follow this up with both companies and bring it back to a future meeting.

MOTION: To agree a supplier for the planter – MOTION deferred.

iii. **Incorrect wording on signs on white gates – Long Street - cost to rectify @ £1200 + £600:** A member of the public had pointed out that the new signs did not state ‘Long Street’ - only ‘Hanslope’. Cllr Palmer stated that there had been one complaint about this and he had spoken to the member of the public, who agreed the cost of changing the signs was not worth the expense. It was discussed that the Highway’s Authority should have known the correct name of settlements and providing the correct wording.

MOTION: To agree or not, the cost of rectifying the wording MOTION NOT AGREED.

iv. **Gigaclear sign off – invitation to walkaround in February 2023:** Gigaclear had offered for Cllrs to walkaround with them in February to sign off on the installation village-wide. Cllrs Simpkins and Andrew wished to take part in this and the clerk agreed to make the arrangements.

22.133 S106 Projects: Any Updates: The clerk had not yet heard whether MKC’s Leisure Board had approved the S106 for the renovated toilets in the hall but agreed to chase this up. Cllr Palmer stated there had been no progress on the new dispensary for the doctor’s surgery.

22.134 Allotments – any updates: No Updates

22.135 Date of Next Meeting: January 9th 2023

.....Signed

..... Date

APPENDED – Draft Budget 2023-24

Hanslope PC - Budget 2023-24 - DRAFT 1

<u>Expenditure</u>	FINAL 21-22	FINAL		DRAFT 1
		2022-23		2023-24
Salary, Tax/NI, LGPS	£ 24,055.00	£	25,257.75	£ 29,264.00
Expenses	£ 400.00	£	400.00	£ 200.00
Insurance	£ 4,000.00	£	4,000.00	£ 4,000.00
Stationery/postage	£ 600.00	£	600.00	£ 1,400.00
Computer	£ 1,044.00	£	1,330.00	£ 1,380.00
Phone & Broadband	£ 500.00	£	1,850.00	£ 2,150.00
General admin & Office	£ 730.00	£	680.00	£ 280.00
Payroll & Professional Fees	£ 3,350.00	£	2,350.00	£ 2,380.00
Training	£ 500.00	£	600.00	£ 800.00
Audit and Accounts	£ 1,650.00	£	1,350.00	£ 2,050.00
Subs	£ 660.00	£	750.00	£ 750.00
Miscellaneous	£ 2,217.00	£	200.00	
Publicity & Communication	£ 1,580.00	£	800.00	
Contractors	£ 36,108.00	£	43,013.00	£ 48,031.00
Allotments	£ 3,350.00	£	4,350.00	£ 4,350.00
SID	£ 1,500.00	£	1,500.00	£ 3,000.00
Recreation Ground - (from 2022-23 to be separated as follows): -	£ 6,456.00			
Pavilion		£	3,516.00	£ 7,082.00
Community Hall		£	5,335.00	£ 4,885.00
Grounds - ad hoc		£	1,500.00	£ 2,800.00
Projects - village	£ 15,230.00	£	11,500.00	£ 9,850.00
Projects - from EMRs				£ 38,000.00
S137	£ 6,350.00	£	10,430.00	£ 8,480.00
Reserve Towards Devolved Services	£ 10,000.00	£	5,000.00	
Planning and Neighbourhood Plan	£ 5,000.00	£	5,000.00	£ 3,000.00
Total	£ 125,280.00	£	131,312	£ 174,132.00
Income				
Misc. Income				
Rents (Comm Hall)		£	800.00	£ 1,640.00
Permits (Football/cricket etc)		£	1,375.00	£ 2,250.00
Grants	£ 5,732.00	£	5,968.89	£ 6,300.00
Allotments	£ 840.00	£	980.00	£ 1,840.00
Movement from EMRs				£ 38,000.00
Total projected income (non precept)		£	9,123.89	£ 50,030.00
Precept	£ 124,860.00	£	122,278.00	£ 124,102.00
Total	£ 6,572.00	£	131,402	

Stats :-

Tax Base 2022-2023 (Tax paying households)	1169	
Tax Base 2023-2024 (Tax paying households)	1265	
Increase in Tax Base (homes)	96	
Average Band D Amount 2022-23 for Precept @ £122,278)	£ 104.61	<i>per household per year</i>