

Minutes of the Parish Council Meeting of Hanslope Parish Council, held on 10<sup>th</sup>  
February 2020 at 7.00pm  
at Hanslope Pavilion, Castlethorpe Road, Hanslope.

**Present:**

Parish Councillors: -

M Palmer (Chair)

J Cass

S Proctor

B Green (Ward Cllr)

D Courtman

E Price

R Simpkins

Clerk: G Merry

0 Members of Public

**20.011 Apologies for Absence:**

Apologies were received from Cllr R Green.

**20.012 Declarations of Interest:**

There were no declarations

**20.013 To Approve the Minutes of the Parish Council Meeting held on 13th January 2020:**

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

**20.014 Public Time:**

No items

**20.015 Council:**

- i. **Clerk's Report:** The accounts show that 58% of budget has been spent for the year, although it is month 10 of the financial year. The PC is on track to end the year with approx. reserves of between £30,000-40,000, well within the recommended levels. These will add to the existing reserves, a proportion of which should be earmarked for future projects. The clerk's time this month had been taken up with allotments admin. and in particular 2 sizable mailouts to the tenants. Almost all allotment income had been received with approx. 4-5 payments outstanding. The landscaping contracts had been finalised and issued. The new .gov domain had been registered and the email switch-over will take place once time allows.
- ii. **Councillor Vacancy:** The potential applicant had not materialised, and the clerk will re-advertise the vacancy.
- iii. **General Power of Competence:** The clerk read from the auditors email as follows:  
*In response to your email the Parish Council does not have any power to make payments to an open churchyard just a closed churchyard - LGA 1972 s.215. Even if the Parish Council adopt the General Power of Competence there is still a restriction meaning you have no power to pay. I know the act listed below is being re-visited in Parliament but at present it is still in force and means that you have no power to pay for the maintenance of any religious building, property or affairs of the church: <https://www.legislation.gov.uk/ukpga/Vict/56-57/73>*

This meant there was little to be gained by adopting GPC at this stage. It was agreed that the clerk should write to the benefice at the church to inform them of this situation.

- iv. **School Land Transfer:** Cllr Proctor had corresponded with Bloors on this matter, who had advised that they must transfer the land directly to MK Council, despite the parish council being named as a nominee. Cllr Proctor had enquired re. the smaller sections of land e.g. the car park but had not yet received a reply. The residents of this development are currently being charged a maintenance fee and it was agreed that the parish council may ultimately adopt the communal areas, so the fee would no longer be charged. Cllr Proctor will continue to update the council.

Cllr Palmer arrived at 7.18pm

- v. **MK Futures Meeting:** There will be a meeting at Castlethorpe Village Hall on 19/3/2020 at 7.30pm, re. MK Council's MK Futures plans. It was agreed that Cllrs Palmer, Courtman, Price and Cass would attend. The clerk agreed to put something on the website, so that residents could read the MK Futures document and give feedback.
- vi. **Reports from Outside Organisations:** Cllr Courtman reported from the Neighbourhood Action Group (NAG): Hanslope is no longer getting a new PCSO but the officer for Olney is monitoring the area. An increase in cyber-crime had been reported, with some village residents falling for telephone scams. There had also been a van break-in. Cllr Courtman agreed to ask the PCSO to speak at the Open Meeting. The matter of the closure of the village post office was discussed. Cllr Courtman had spoken to the shop owner, who stated the closure was due to a computer error and it would be re-opening in due course.

#### 20.016 Planning:

- i. **Update on Planning Applications:** The clerk had circulated the updated planning log. The representatives for the applicant for the 'Malt Mill Farm' application - 18/00724/FUL, had requested to meet with the PC to discuss the planned development. It was agreed to aim to meet just before the PC meeting on 9/3/2020. The clerk agreed to make the arrangements.
- ii. **Neighbourhood Plan:** Cllrs Cass and Price will attend the NHP training session at MKC in March. Cllr Price updated advice from the proposed consultant, that Hanslope is protected by the 2-year guarantee built into the current Plan but he is happy to be retained for future review work.

#### 20.017: Finance:

- i. **Financial Situation Report:** Reconciliation checks would be carried out by Cllr Price on 17/2/2020. The clerk circulated accounts to January 31st and there were no questions.
- ii. **VAT Situation:** The clerk had applied for VAT registration along with submitting the application for Option to Tax. A response had arrived re. VAT registration stating the PC could not currently be registered until Option to Tax had made their ruling. The clerk advised that should this application be unsuccessful, the PC should consider re-engaging the VAT consultant use previously, and this was agreed. The matter would be revisited next month.
- iii. **Utility Bills:** The clerk explained the difficulty of fuel bills often needing to be paid by the 20<sup>th</sup> of the month, yet having to wait for agreement at a PC meeting during the second week of the following month. Each quarter she had needed to make a late-payment arrangement. It was agreed the clerk could pay all bills but would monitor charges, along with Cllr Price and report any undue increases.
- MOTION:** To agree to allow the RFO to pay utility bills PROPOSED by Cllr Cass SECONDED by Cllr Price and AGREED.

- iv. **Approval of Payments:** The clerk had circulated the list of payments to be agreed. Mole Valley Country Stores had re-invoiced, following their non-banking of a cheque in June 2019.

Date	Invoice from	For	Net	Vat	Total
20/01/2020	ID-Net	Domain registration for .gov address	£ 160.00	£ 32.00	£ 192.00
20/01/2020	All-Round Property Maintenance	Bollard Installation	£ 140.00	£ -	£ 140.00
20/01/2020	Barrie Griffith	Fire Risk assessment	£ 200.00	£ -	£ 200.00
27/01/2020	Lotte Landscapes	Rec Ground Mowing - month 11 payment	£ 694.17	£ 138.83	£ 833.00
31/01/2020	J Sharpe	Jan Caretaking	£ 423.50	£ -	£ 423.50
31/01/2020	Tara Davies	Pavilion Cleaning	£ 15.00	£ -	£ 15.00
02/02/2020	Marcus Young Landscapes	Bins and Dog Bins	£ 577.50	£ 115.50	£ 693.00
05/02/2020	Mole Country Stores (formerly Cox & Robinson)	Allotment Poles and driver (June 2019)	£ 358.25	£ 71.65	£ 429.90
10/02/2020	G Merry	Expenses - Jan/Feb (see p2)			£ 92.05
<b>PAID</b>					
30/01/2020	G Merry	Jan Salary	£ 1,102.05	£ -	£ 1,102.05
30/02/2020	HMRC	Jan Tax and NI	£ 226.62	£ -	£ 226.62
30/02/2020	Bucks CC	LGPS - Jan pension contribution	£ 334.34	£ -	£ 334.34

**MOTION:** to agree the payments for Jan 2020 as above, PROPOSED by Cllr Courtman SECONDED by Cllr Price and AGREED.

#### 20.018 Recreation Ground and Village Projects:

- i **Pavilion/Rec. Ground:** Cllr Palmer reported that himself, the caretaker and Cllr R Green had inspected the All-Weather Pitch (AWP) which had been cleaned of excess silt. It was agreed that although not completely risk-free, the previous issues had been resolved and a decision had been taken to re-open it. There was a discussion as to the council's responsibility regarding risk and it was clarified that the council should take decisions over whether to close or re-open the AWP. It was agreed that the caretaker would be asked formally to check the AWP on a regular basis and report back to the PC for their decision, via the clerk. The boot scraper had been bought and was awaiting installation which the clerk would organise. Cllr R Green was looking into the best pressure washer and would advise the clerk.
- ii **Progress on New Signs:** Cllr B Green has ordered the new signs and is expecting to have them installed by the next PC meeting.
- iii **Key Holding/Fob System Update:** It had been agreed that Cllr R Green would investigate options and costs and report back.
- iv **Play Scheme Dates/Costs:** The clerk had pencil-booked the same 6 dates as last summer, as this had proved successful, and this was approved. It was discussed whether to host an Easter date to see how well it worked and this was agreed for 6/4/2020. The clerk offered to be

present to ensure the Pavilion was open, in the event of poor weather. The clerk would work on increasing publicity for these events.

**MOTION:** To agree the cost of the summer Play Scheme at £2178 PROPOSED by Cllr Simpkins SECONDED by Cllr Cass and AGREED.

**MOTION:** To agree the cost of the Easter Play session at £363 PROPOSED by Cllr Simpkins SECONDED by Cllr Cass and AGREED.

#### **20.019 S106 Projects, Priorities and Timeframes**

- i. **Update from MKC:** Cllr Palmer and the clerk had attended a meeting with MKC's Planning Obligations (S106) officers which had been informative. Funding for the medical practice was complex, as it falls between 2 administrative areas. A meeting would be arranged with the practice, with the aim of progressing this. In terms of local projects, an online spreadsheet was available in the public domain but showed only the amounts already received by MKC. Further amounts would come in when trigger points were met. The clerk explained that the descriptors for each allocation were not always clear-cut and MKC had urged collaborating with them, to ascertain what the amounts were for and how they could be allocated. This process could be started straight away, and Cllr Palmer suggested working on project proposals and outline costings, for the new AWP/MUGA, the allotment development project and the car park surfacing. This approach was agreed. Cllr Palmer reported that the village hall committee is working on its own proposal for an extension and would submit to the parish council in the first instance for its support.
- ii. **Projects Under Consideration:** The clerk had circulated plans submitted in 2018 for the new All-Weather Pitch and advised that there must be formal PC agreement. She advised that if the footprint was to be significantly bigger than the current one, this should undergo a public consultation. It was queried whether the cricket strip would be played on, under the proposed plans and it was agreed it would not but the area around it would. Cllr Proctor suggested himself and Cllr R Green work on developing a specification and quotes for the new All-Weather Pitch, based on the original application, and report back at the next meeting. Cllr Cass talked through the allotment committee's proposals for improvements to the allotments. These include a toilet on site, recommended following the group's viewing of one at another site. Additionally, a container for storing equipment, improvements to access, including replacing gates, shoring up the verge for parking and a community orchard. Some quotes had already been obtained and a proposal could be put together. The clerk agreed to circulate the committee's proposals before the next meeting.

#### **20.020 Allotments**

- i. **Update and AGM Feedback:** The clerk circulated the minutes from the AGM which were also posted on the website. The issue of water supply had been raised at the allotment meeting and was discussed. Concern was expressed regarding the installation of dipping tanks, due to the significant risk involved and these were not approved. To properly increase the water supply would be complex, although the S106 due may provide an opportunity to address this. Cllr Cass advised that in the interim, the committee is looking to increase the number of water butts available, adjacent to plots.
- ii. **Insurance Situation:** The matter of group insurance at a favourable rate had been put to the tenants and there had been some agreement. However, the clerk advised that with just over 50 tenants and not enough agreement to purchase the cover, there was significant risk of exposure for the Parish council, in potentially paying for insurance and not being repaid. The PC had no powers to do this and the auditor had advised against it. It was discussed and agreed that the parish council's responsibility is only to insure against its own risk and to inform the tenants they are not covered under the PC's policy. The clerk advised that she had

already written to all to this effect. She agreed to look at the possibilities for next year, but it seemed unlikely that a PC would be permitted to pay for insurance for private citizens.

iii. **Quotes:** As for 20.019 ii.

**20.021 Date of Next Meeting:** Monday 9<sup>th</sup> March 2020 at **7.00pm**

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