

# Drayton Parslow Parish Council

Minutes of the Meeting of Drayton Parslow Parish Council held in Greenacre Hall,  
Monday 30 September 2013 at 8.00pm

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**Attendees:** Cllr Perry (Chair), Cllr Moore, Cllr Harvey, Cllr Blair, Cllr Thum, Cllr Lester  
Sue Mordue (Clerk), Michelle Jackson (Minute secretary), 0 members of the public.

1. **Receive Apologies:** to accept apologies for absence - AVDC Cllr Neil Blake, BCC Cllr Janet Blake.
2. **Open Forum:** (Adjournment).
3. **Declaration of interest in items on the agenda:** to declare any interests – Cllr Harvey – item 11b.
4. **The minutes** of the last meeting held on 27<sup>th</sup> August 2013 were agreed as a true record.
5. **To update on matters arising** from the minutes of the last meetings.
  - a. Cllr Perry to put an advert in the Village News for volunteers to assist with the day to day operations of MVAS and Speedwatch – carry forward. **ACTION: DP**
  - b. Cllr Lester had fixed the dog notices which had been hanging off.
  - c. Cllr Lester to ask David North to quote for going around the edge of the Rec with a flower cutter twice a year. **ACTION: CL**
6. **Planning Application:** To discuss planning applications received:
  - a. **13/02428/APP** - 51 Main Road Drayton Parslow - Rear conservatory – the Council Resolved that it had No Objections to the planning application.
  - b. **13/02367/ACT** – Chestnut Farm, 42 Main Road, Drayton Parslow – works to one Walnut, six Lawson Cypress and two Damsons - the Council Resolved that it had No Objections to the planning application.
7. **To consider correspondence** and other communications received since last meeting:
  - a. To update on progress re Village Design Statement – Huw Perry had put together a questionnaire based on input received from parishioners at the VPA Show. Cllr Perry had requested he make some changes and then it would be ready for approval. **ACTION: DP**
  - b. War Memorial Grants – to update re whether the VPA wish to progress a project for this area and if so who will undertake it – Cllr Harvey will pursue. **ACTION: HH**
  - c. Village News- to discuss notification that the current editors are retiring from their roles and decide whether any actions are required – It was agreed to ask Jackie for a financial breakdown of income and expenditure and to review at the next meeting. **ACTION: SM**
  - d. The Clerk to advise on the date for the Stewkley Community Enterprise Scheme meeting to see whether any Cllrs were available to attend. **ACTION: SM**
  - e. Cllr Perry to put together a response from the Council to the County Council's responsibilities survey. **ACTION: DP**
  - f. It was agreed that the PC should not become part of the lobby group SDLT against wind turbines. Individual Cllrs could join and the Council would take parishioners views into account and act directly with AVDC accordingly but would not as an entity become a member.
8. **Recreation Field:** Play Area:
  - a. To report on inspections and advise any repairs required – it was agreed that Cllr Lester would ask Barrie Norman to arrange for another cut around the children's play area. **ACTION: CL**
  - b. To discuss progress on playground project for the s106 monies and to consider plans –
    - i. the project group had met and made a recommendation to proceed with Playline Design at £21k. The school children, headmistress and mums had been consulted and letters of support had been received to go with the grant application to WREN.
    - ii. Drayton Parslow Parish Council would be the third party funders. Clerk to write a letter to go with the application to WREN. **ACTION: SM**

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- iii. Cllr Harvey/Moore were authorised to sign and complete the relevant paperwork to request a grant from WREN. The Clerk agree to type up the application and Cllr Harvey would photocopy all required documents for submission.
- iv. Cllr Moore to check that the project was viable with WREN before the Clerk requests a copy of the lease from the solicitors as there would be a charge for this. Cllr Perry would check whether he had a copy of this first. **ACTION: PM/DP**

c. Muga Bin – to discuss and agree whether this should be included in the Sports & Social collection – An offer had been received from the Sports & Social Club that the bin at the MUGA could be included in their new waste collection arrangements. This was accepted and approved.

d. Now that the cafe was up and running the bin at the bottom by the road was filling up quickly outside the play area and attracting wasps. The Council approved the Clerk to contact AVDC and request they empty weekly as there may be a charge. **ACTION: SM**

e. To discuss and agree whether £50 should be paid to the Sports & Social Club in respect of cleaning their premises following a caravan club visit – it was agreed not to make a contribution as the PC did not receive much money for the rental and the S&S Club makes profits from their attendance. The Clerk to advise that the caravaners should not use the kitchen. **ACTION: SM**

f. Gate Catch – to ratify works to install a new catch – The Clerk had arranged to get a new catch welded to the gate of the Play Area onto the road entrance make the gate access onto the Main Road safer. **ACTION: SM**

g. Container – update and agree any actions required – Permission had been received from Carringtons to put another container on the field in which to store the new mower. The Clerk to order a container the same as currently in place and liaise with Barrie Norman regarding groundworks. **ACTION: SM**

## 9. Highways, Footpaths & Footways, Street Lighting:

a. To report and update on issues and repairs – the Clerk to write to Sandra Stubbs regarding the vegetation overhanging the main road from the back of her garden in Stones Way. It needs to be taken back about 2 feet and maintained. **ACTION: SM**

b. Update on who will assist the day to day operations of MVAS and Speedwatch - Cllr Perry to put an advert in the Village News for volunteers to assist with the day to day operations of MVAS and Speedwatch. **ACTION: DP**

c. 65 Main Road – to discuss and agree actions in respect of erecting a new pole for current lamp following removal of Electricity pole at this location – the Clerk was awaiting a quote for a new lamp and post. Permission for siting the new light on the grass verge to be sought from Paul Foot BCC. **ACTION: SM**

d. A request for a salt bin at the top of Main Road had been received but it was agreed not to proceed.

## 10. Finance:

a. The accounts for the year end July 2013 were agreed.

b. To draw cheques. The Council agreed to issue the following cheques:

|                                      |     |           |
|--------------------------------------|-----|-----------|
| Hon RFJ Carington (Rec rent)         | 300 | £1,149.76 |
| Hon RFJ Carington (allotments rent)  | 301 | £18.00    |
| Hon RFJ Carington ( Playground rent) | 302 | £120.20   |
| Clerks Pay & Exp Sept                | 303 | £328.69   |
| Clerks Pay & Exp Aug                 | 304 | £334.27   |
| HMRC PAYE                            | 305 | £181.60   |
| Mazars External Auditor              | 306 | £240.00   |

c. To update re funding for an Automated External Defibrillator – Cllr Perry and Harvey to ask other community groups if they would be willing to assist fund the AED. **ACTION: DP/HH**

## 11. Allotments:

a. To discuss concerns brought to the Council and agree actions required - The Clerk had written to Mrs Dooley the allotment holder regarding not maintaining her plot as per the rental agreement and that the PC would be taking back the plot on 30<sup>th</sup> September at the end of the annual rental period. Cllr Lester/Blair to check the plot is clear prior to the Clerk offering to a new tenant. **ACTION: CL/IB**

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*Cllr Harvey left the room for the following agenda item*

- b. To discuss and agree applications to erect Greenhouses on allotment plots – it was agreed to allow greenhouses on plots 1A, 6B and 7B so long as they were removed when plots were given up. Clerk to confirm in writing to tenants. **ACTION: SM**
  
- 12. **Reports** on meetings attended by Parish Councillors – to receive reports from meetings attended and decide whether any decisions are required by the Council at the next meeting – Cllr Perry had circulated the report from the LAF meeting and points were noted.
  
- 13. **To agree the date of** the next meeting – Monday 28 October 2013
  
- 14. **CLOSED SESSION:**
  - a. To consider costings and quotations for options for a new mower purchase – Cllrs Lester/Blair/Perry to attend the meeting with Browns on Thursday at 6pm to discuss options for new mowers. **ACTION: CL/DP**

The meeting closed at 9.35pm. Signed..... Date.....