

DRAYTON PARSLOW PARISH COUNCIL
3 The Pightle • Drayton Parslow • Bucks MK17 0LQ
Tel: 01296 728131 • <http://draytonparslowparishcouncil.org.uk>
Parish Clerk: Deborah O'Brien

17th May 2017

Dear Councillors and Residents of Drayton Parslow,

I hereby give you notice that a meeting of Drayton Parslow Parish Council will be held at the **Sports & Social Club** on **Monday 22nd May 2017 at 7:30 p.m (or later) – following Public Meeting at 7pm**

All Members of the Council have been summoned to attend for the purposes of considering and resolving upon the business to be transacted at the meeting set out hereunder.

The public are also invited and are welcome to attend and before the Parish Council Meeting there will be a period of public questions.

Deborah O'Brien *Deborah O'Brien* Parish Clerk

Agenda

- 1. Election of Chairman for 2017/18** – Nominations are required for the position of Chairman. Chairman to sign acceptance of office
- 2. Election of Vice-Chairman for 2017/18** – Nominations are required for the position of Vice-Chairman. Vice- Chairman to sign acceptance of office
- 3. Apologies** - Members are asked to receive apologies.
- 4. Declarations of Interest & Dispensation requests**
 - To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012
 - To receive written requests from Councillors for dispensations to participate in discussion and voting on agenda item 7 - Planning application 17/01429/APP and subsequent related matters in accordance with the Localism Act 2011 s33a) and s33c). Dispensations to be considered by the Clerk/Proper Officer.
- 5. Minutes**

Members are asked to receive the minutes and confirm the recommendations or resolutions therein of the meeting of the Parish Council held on:

- 24th April 2017 DPPC/10/1617

6. Appointments to outside bodies and working groups

Members are asked to appoint/confirm representatives to the following:

- Local Area Forum
- North Bucks Parishes Planning Consortium
- Neighbourhood Planning Committee (min. 2 members)
- School Liaison
- Sports & Social Club
- Data Protection Officer

7. Parish Council business

- Broadband – Further information has been received from AV Broadband offering explanations of delays. Cllr Batley is writing to Andrew Mills of AV Broadband highlighting concerns
- Village Post Office – members are asked to agree the cancellation of the 'spare' line 728797 as it does not appear to be required.
- Upper Recreation sliver of land transfer - Members are asked to confirm the expenditure of £1,818.00 in respect of final charges by Parrott & Coales – PC solicitors. Clerk to update regarding completion.
- MVAS – A further call for volunteers has gone in the newsletter but with no response to date.

8. Planning

Applications:

- 17/01429/APP – Residential development of 24 dwellings with parking, garaging, landscaping and associated works | Land Off North Close – members are advised that AVDC has given an extension for consultation until 20th June 2017.

Decisions - Made by AVDC:

- 17/01123/APP – 29 Main Rd - Creation of equestrian ménage – Approved by AVDC

Enforcement:

- 16/03274/APP - Land At Bletchley Road – Change of use of land – siting of mobile home (Retrospective) – awaiting enforcement notice
- 17/00100/CON3 – Lorry/advertising at crossroads – Planning enforcement is investigating
- The Environment Agency is investigating reports from residents that something is being pumped in to the brook in the lower part of the village.

Appeal:

- 17/00022/REF - Land At Chapel Lane – this refers to 16/03614/AOP - Land at Chapel Lane Drayton Parslow – construction of up to 5 homes – awaiting decision by Planning Inspectorate.

Other issues:

- Neighbourhood Plan – The steering group's next meeting is on 12th June 2017. Cllr Perry to update regarding data analysis
- S106 agreements – Members are advised that the Clerk wrote to two landowners on 4th May with potential amenity sites – Clerk to update.
- 15/00314/AOP - Land South Of The A421 West Of Far Bletchley North Of The East West Rail Link and East of Whaddon Road Newton Longville – members are advised that this was due to go to Strategic Development Committee on 17th May but has now been postponed, t.b.c. 7/6 or 28/6

9. Correspondence circulated via e-mail between meetings:

- Newton Longville - Traffic Calming (Neighbourhood Plan) consultation event 24/4
- Bucks & Milton Keynes Local Association of Councils Newsletter - Matters Arising 2017
- Change of date for the Great Brickhill, Wing & Ivinghoe Local Area Forum – now 17/7
- CPRE Bucks Planning Roadshow - last few tickets remaining
- Development Management and Strategic Development Management Committee dates May and June 2017
- minutes of NBPPC meeting held on 19th April 2017 - amended version
- Police and Crime Commissioner launches Victims First website
- Bucks County Council unitary engagement sessions for town and parish councils
- MyBucks - May 2017
- GBWI Traffic Calming mtg agenda 10 May
- Strategic Development Management Committee - 15/00314/AOP notice
- Newton Longville request for support - URGENT Salden Chase (South West Milton Keynes) - 15/00314/AOP
- AVB Update for Drayton Parslow
- Strategic Development Management Committee - Wednesday 17 May - Application 15/00314/AOP - Land south of the A421 Newton Longville – withdrawal from agenda
- Legal Briefing Note from NALC on Data Protection Legislation
- VALP – Parishes Seminar – date for your diary 17/7/17
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10. Recreation Field/Play Area

- Annual RoSPA safety inspection is due to take place in May.
- Painting of blue swing frame and staining of bench – has been completed.
- Pressure washing of play area equipment and matting – 23rd June.
- A request has been received to renew the luminous kerb painting outside Greenacre Hall
- MUGA netting – replacement goal mouth netting has been replaced.
- Members are advised that the hedging clearance/upper rec. has been performed by Mr Goss. Mr Norman is obtaining quotes for the ditching.
- Tractor & Container keys – Clerk to update
- Annual lease payments by Greenacre Hall – members are asked to consider a one-time payment of £83 which will cover until the end of lease in 2099.

11. Highways, Footpaths & Footways, Street Lighting, Devolved Services

- LAF Traffic Calming Feasibility Study – Clerk has been advised by TfB that they cannot perform any work beyond maintenance and repairs due to budget constraints. All requests for work must be actioned through LAF to activate the 'Scheme Delivery Team'. To apply for LAF funding (50%) a request must be made by 31st August for delivery in the 2018/19 year. If funding is not sought then it is still preferred that we go through the Scheme Delivery Team as they will have to approve the work and could be less expensive. (LAF budget for 2017/18 is £22,790 between all 12 parishes in GBWI)
- The missing sett stone on the pavement at Carrington Hall Rd has been replaced. Clerk has requested quotes from two contractors (Dowdy & Ashford) for dropping the kerbs at 3 locations – Carrington Hall Road and Highway.
- Devolved Services – mowing etc – a replacement operative (William Thum) has received HSE training and supplied with PPE equipment. Storage of the mower and strimmer needs to be determined.

12. Finance

12.1 Account Balances: The balances for the Lloyds Bank accounts are as follows:

Treasurers Account	£ 5,630.30	(as at 30 th April 2017)
BIA Account	£44,944.94	(as at 30 th April 2017)
Poor Land Treasurers Account	£ 1,850.41	(as at 30 th April 2017)
Poor Land Call Account	£ 8,101.27	(as at 30 th April 2017)

Members are advised that a bank transfer of £4,000.00 was made between the savings account and current account on 4th May 2017. (to accommodate payments due)

12.2 Payments:

Between meetings:

Parrott & Coales LLP - £1,818.00 (£1,518.00 + £300.00 VAT) – final fees for completion of sliver of land transfer – cheque 0599

To be paid at meeting:

Deborah O'Brien - £444.77 (May salary £389.25; less £5.20 PAYE; Website 1yr £28.71; stationery £7.98; printer ink £38.40; Key £6.65 VAT £7.69) – cheque 0600

HMRC – £5.20 - May PAYE – cheque 0601

Aylesbury Mains - £136.80 (£114.00 + £22.80 VAT)= repairs o/s 16 Prospect Close – cheque 0602

Alan Burden - £48.00 – April play area, S & S mowing – cheque 0603

E. Carter-Gates - £15.00 – poster lamination – neighbourhood plan – cheque 0604

M. R. Rose - £21.65 – Internal Audit 2016/17 – cheque 0605

MK Security Ltd - £138.00 (£115.00 + £23.00 VAT) – CCTV service – cheque 0606

Came & Company - £797.30 – Annual Insurance renewal – cheque 0607

W. R. Goss - £42.00 (£35.00 + £7.00 VAT) – hedge clearance – Rec area – cheque 0608

12.3 Income

Interest: DPPC BIA a/c £1.36 (Apr); Poor Land Call a/c £0.36 (Apr);
HMRC VAT refund £2,098.49; Annual rent (Poor Land treasurer's account) DW Gurney £1,330.00

12.4 Income and Expenditure report(s)

Members are asked to review and approve the Income & Expenditure reports up to 30th April 2017. Members are also asked to review the Bank reconciliations. The year to date analysis versus budget is also attached. Copies attached appendices A & B

12.5 Internal Audit

Members are advised that the Internal Audit was conducted on 3rd May 2017 and all was in accordance with the Accounts and Audit Regulations 2003 and 2006, the Local Audit and Accountability Act 2014 and Smaller Authorities (Transparency Requirements) (England) Regulations 2015/494 and as directed in "Governance and Accountability for Local Councils in England & Wales: A Practitioners' Guide".

12.6 Annual Return for External Audit

Members are requested to review and complete Section one of the Annual Return 'Annual Governance Statement'. Members are further requested to review and approve Section two of the Annual Return 'Accounting Statements 2016/17'.

13. Allotments

- Members are advised that there are four allotments available at Manor Gardens and one at Stackyards. A notice has been placed in the village newsletter.
- Members are advised that the trees officer gave e-mail permission for the failing conifer tree in Manor Gardens to be removed. Mr Lynch to attend.
- Members are asked to consider and approve the risk assessment for the allotment areas. This will be sent to tenants and reviewed as necessary

14. Dates of next meetings — Members are asked to note the next meeting dates:

- Monday 19th June 2017 – Change of date to accommodate planning decision 17/01429/APP
- Monday 24th July 2017
- No meeting in August
- Monday 18th or 25th September 2017
- Monday 23rd October 2017
- Monday 27th November 2017
- No meeting in December

Agenda for the Trustees of The Poor Allotment or Common Charity (Cllrs Perry, Thum, Colborne-Baber & Moore)

THE CHARITY RENTS OUT LAND FOR INCOME AND ANNUALLY WILL APPLY SUCH RENTS FOR THE RELIEF OF FINANCIAL HARDSHIP, EITHER GENERALLY OR INDIVIDUALLY, OF PEOPLE IN THE DRAYTON PARSLAW PARISH BY MAKING GRANTS OF MONEY FOR PROVIDING OR PAYING FOR ITEMS, SERVICES OR FACILITIES.

1.0 Receive Apologies for Absence

2.0 Receive the Minutes and confirm the resolutions and actions therein of the meeting held on 18th November 2016

3.0 Members are advised of Bank Balances as of 30th April 2017: £1,850.41 (current); £8,101.27 (call)

4.0 Income 2016/17: £4.03 interest, £1,330.00 DW Gurney Annual Rent; 2017/18 YTD £0.36 interest, £1,330.00 DW Gurney Annual Rent

5.0 Annual Distribution – members are advised that thirteen (13) applications were granted and payments made, totalling £1,170.00. £9.94 was paid to Bucks & River Ouzel IDB.

6.0 Members are asked to agree that the Clerk should file the 2016/17 Annual Return with the Charities Commission. Income for the year: £1,334.03; payments £1,179.94