

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

13th September 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 18th September 2017 at 7:30 p.m.**

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. Apologies - Members are asked to receive apologies. Cllrs Batley & Moore have extended theirs.
2. 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
3. Minutes

Members are asked to receive the minutes and confirm the recommendations or resolutions therein of the meeting of the Parish Council held on: 19th24th July 2017 DPPC/03/1718

4. Parish Council business
 - Broadband – Updates re AVBroadband.
 - MVAS – A permanent volunteer is still needed.
 - Recreation area leases – Members have agreed in principle to renew the Upper Recreation area lease (expires Sept 2026) and the Play Area lease (expires Sept 2021), once Land Registry has completed the registration for the recently transferred 'sliver of land'. Solicitor has advised that this may be another 2-3 months due to a backlog at HMLR.
 - Anti-social behaviour – Upper Rec car park – members are advised that additional CCTV notices have been installed
 - Members are advised regarding complaint about a tree in the field adjacent to the rear of the School & 29 Main Rd. Carington has made a tree works planning application to AVDC.
 - Best Kept Village 2017 – Drayton Parslow has received a Certificate of Merit – Highly Commended in the 'Morris Cup'
 - Following advertising in the newsletter, two people have offered to assist with general maintenance. Clerk to update.
 - Does the Parish Council wish to consider having the War Memorial cleaned again?
 - Bucks Playing Fields Association – members to consider retaining membership. (Current 2017)
 - BUCKS CC/BMKALC – Parish Liaison meeting 13/9/17 – Clerk to update

5. Planning

Applications: no new application consultations at time of agenda

- 17/01429/APP – Residential development of 24 dwellings with parking, garaging, landscaping and associated works | Land Off North Close – Guinness Partnership has submitted further flood strategies which AVDC has sent to the SuDS officer for consultation.

Decisions - Made by AVDC: None at time of agenda

Enforcement:

- 16/03274/APP - Land At Bletchley Road – Change of use of land – siting of mobile home (Retrospective) – a preliminary enforcement notice was issued. Cllr Everitt has advised that applicants intend to submit a new business plan and new planning application
- 17/00100/CON3 – Lorry/advertising at crossroads – Cllr Everitt to update re follow-up with Enforcement Officer

Other issues:

- Neighbourhood Plan – The steering group met on 11th September following up from the VPA show consultation. Grant from Locality/Groundworks UK has been received in the amount of £1,198.00. This amount must be spent by 22/2/18. An Amazon £25 gift voucher was offered as an incentive for completing the village questionnaires at the VPA – draw for winner to take place. Once analysis has been completed, a summary will be distributed to all residents for review, plus a Christmas consultation event with refreshments will be held on 4th December in the DPSSC. Business owners within the parish will also be consulted. A poster competition will also be conducted with the Three Schools.
- S106 agreements – Members are advised that the S106 officer has agreed the PC's request (made without prejudice) in respect of 17/01429/APP.
- Existing S106 funds (£12,816) Cllr Batley is still arranging quotes for the Boules (Petanque) Court. Cllr Harvey to update regarding quotes for a trim trail/gym. Clerk has requested permission from Carington Estates for placement on upper recreation area. Initial response was that they would prefer location within the play area which is not suitable.

6. Correspondence circulated via e-mail between meetings:

- Notification of Buckinghamshire Minerals and Waste Local Plan: Draft Plan for Consultation
- Agenda for Great Brickhill, Wing & Ivinghoe Local Area Forum, Thursday 27th July 2017, 7.00 pm – Cllr Moore's report sent via e-mail 28/7/17; Minutes received 2/8/17
- BCC: Have your say on changes to early help services for children, young people and families in Bucks
- BMKALC – Keeping parishes informed re road closures and weekly updates
- AVDC: Chairman's Charity Quiz Event - 20th October 2017
- My Bucks – August
- Works in your local area- 2017/18 Strategic Highway Maintenance and Footway Structural Repair Programme : week commencing 6th August 2017 (Main Rd re-surfacing)
- Consultation on draft transport Development Management Policy – open until 25/9/17
- Vale of Aylesbury Local Plan - Parishes Seminar - Wednesday 4 October 2017 6:30 pm
- TfB Stakeholder Conference Invitation 12/9/17
- NBPPC: Housing Delivery in Aylesbury Vale
- Parish Liaison Meeting , 13 September 2017 – Clerk to attend
- GBWI Traffic Calming sub group 6/9/17
- Change of location for meeting 05/10/2017, 19:00, Great Brickhill, Wing & Ivinghoe Local Area Forum – Stewkley Cricket Pavilion
- Deadline for LAF Transportation schemes for 2018/19 – Parish Council has applied for traffic calming funding

7. Recreation Field/Play Area

- Members are advised that a School Bus Parking sign has been installed and the school notified. Mr May from the school has responded thanking the PC.
- HAGS (original supplier) has quoted to replace the rope parts of their play equipment which RoSPA has indicated is needed. Clerk to update.

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

- LAF Traffic Calming Feasibility Study – New Homes Bonus monies available – members to consider priorities for grant applications from Page 24 of the Traffic Calming Study. ** Carried forward from July meeting for decision.
- Unsuitable for HGV signage – an application has been submitted to LAF – decision awaited
- Devolved Services – Mowing distribution and number of cuts – Clerk to update
- Area in front of Three Horseshoes – members are advised that Category 1 repairs have been made. Full resurfacing to take place at a later date t.b.c.

9. Finance

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

Treasurers Account	£ 2,531.05	(as at 31 st August 2017)*
BIA Account	£38,951.52	(as at 31 st August 2017)
Poor Land Treasurers Account	£ 1,840.47	(as at 31 st August 2017)
Poor Land Call Account	£ 8,102.60	(as at 31 st August 2017)

*Clerk to transfer £4,000.00 from BIA account to Treasurer's Account to cover payments due

9.2 Payments: Treasurer's Account

Paid between meetings:

George Browns - £35.69 (£29.74 + £5.95 VAT) tractor tyre repair –cheque 0623
 Alan Burden - £84.00 – MUGA, club mowing and hedge behind club – cheque 0624
 Glendining Signs - £76.74 (£63.95 + £12.79 VAT) – School bus parking sign – cheque 0625
 Mazars LLP - £240.00 (£200.00 + £40 VAT) – External Audit 2016/17 – cheque 0626
 Npower - £221.75 (£184.79 + £36.96 VAT) – MPAN1 unmetered streetlighting June – D/Debit 10/8/17
 Npower - £13.00 (£10.83 + £2.17 VAT) – MPAN2 unmetered streetlighting June – D/Debit 10/8/17
 BT - £86.52 (£71.10 + £14.22 VAT) – Broadband DPSSC – D/debit 1/9/17
 Anglian Water - £29.68 – water – allotments – D/debit 08/09/17
 Npower - £229.14 (£190.95 + £38.19 VAT) – MPAN1 unmetered streetlighting July – D/Debit 8/9/17
 Npower - £13.42 (£11.18 + £2.24 VAT) – MPAN2 unmetered streetlighting July – D/Debit 8/9/17

To be paid at meeting:

Deborah O'Brien - £992.89 (Aug/Sept salary £778.50; less £10.40 PAYE; CCTV signs £61.70; ICO Data Prot renewal £35.00; Website hosting renewal £75.23; Stationery & Stamps £15.52; NP draw voucher £25.00; VAT £12.34) – cheque 0627
 HMRC – £10.40 – Aug/Sept PAYE – cheque 0628 (issued 11/9/17)
 Hon RFJ Carington £1,317.18 (£1097.65 + £219.53 VAT) – Rec rent 29/9-24/3/18; Play Area rent 29/9/17-28/9/18; Allotment rent 29/9-24/3/18 – cheque 0629
 Lord Carrington's Property A/C - £10.00 – licence for allotments 1/9/17-31/8/18 – cheque 0630
 BALC - £121.01 – planning & data protection training for Clerk – cheque 0631
 Stewkley Enterprise Agency - £213.57– July/Aug Devolved Services – cheque 0632
 Royal British Legion - £17.00 – Remembrance Wreath – cheque 0633
 Alan Burden - £48.00. – August play area, S & S mowing – cheque 0634
 Aylesbury Mains Ltd - £66.12 (£55.10 + £11.02 VAT) – light repairs 15 Chapel Ln & 12 Main Rd – cheque 0635

9.3 Income

Interest: DPPC BIA a/c £3.38 (Jul/Aug); Poor Land Call a/c £0.67 (Jul/Aug)

Groundworks UK Locality Grant £1198.00 Allotment rentals £94.22 (at time of agenda)

9.4 Income and Expenditure report(s)

Members are asked to review and approve the Income & Expenditure reports up to 31st August 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

9.5 Annual Return for External Audit

Members are advised that the External Audit has concluded and Mazars has stated: "On the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with

proper practices and no other matters have come to our attention giving cause for concern that relevant legislative and regulatory requirements have not been met.”

9.6 Poor Allotment or Common

Members are advised that the Clerk has filed the annual return for the Poor Land with the Charities Commission as agreed at the 22/5/17 meeting. Members are further advised that the 2017 Distribution notice will be included in the newsletter and placed on the notice board. Next Trustees meeting is 27th November 2017.

10. Allotments

- Members are advised that there are two allotments available at Manor Gardens and one at Stackyards. Two allotments have been taken with another plot swapped.
- Cllr Harvey to update regarding failed conifer.
- Members are advised that renewal notices for 2017/18 have been issued.

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

- Monday 23rd October 2017
- Monday 27th November 2017
- No meeting in December