

DRAYTON PARSLOW PARISH COUNCIL
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Parish Clerk: Deborah O'Brien

22nd November 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 27th November 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.
2. Resignation of Cllr Peter Moore – Members are formally advised that Cllr Moore tendered his resignation at the end of the last Parish Council meeting, creating a Casual Vacancy. Members are asked to give a vote of thanks for Cllr Moore's service and commitment to the Parish Council and residents of Drayton Parslow. His efforts in re-developing the Play area are particularly appreciated.
3. Casual Vacancy – Members are advised that notice of a Casual Vacancy was given to the Monitoring Officer but that no by-election was called for in accordance with Section 87 (2) of the Local Government Act, 1972. Consequently, a second notice of Casual Vacancy was issued on 17th November 2017 enabling the Parish Council to then co-opt a suitable candidate when one or more becomes available. Members are asked to consider the candidate(s) available and determine who should be co-opted. The co-opted candidate must immediately sign an Acceptance of Office and provide a register of Disclosable Pecuniary interests to the Clerk for submission to the Monitoring Officer.
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
5. Minutes
Members are asked to receive the minutes and confirm the recommendations or resolutions therein of the meetings of the Parish Council held on:
23rd October 2017 DPPC/05/1718 and extra-ordinary meeting 1st November 2017 DPPC/05ect/1718
6. Parish Council business
 - Broadband – The Clerk has written twice to the Economy & Business Development Scrutiny Committee at AVDC, requesting reinstatement to BT Connected Counties programme from which the Parish was excluded in June 2017 due to AVBroadband's intention to deliver service. Residents who signed up with AVB (approx. 72) have now received e-mails advising them of how to apply for a refund. Clerk & Cllr Perry to update. It is hoped that District & County Councillors can also provide updates in relation to AVB and when/if Drayton Parslow can be re-instated to the Connected Counties/BT programme as serving the entire village should be a priority.

- Sliver of land transfer – members are advised that the PC solicitor has written back to HMLR answering their questions (26/10). Apparently there is some concern over matters which were not revealed during title searches. A seventh solicitor at Parrott & Coales (apparently permanent) is now handling this matter. Clerk to update.
- Trees adj to School/29 Main Road – pollarding has taken place
- Post Office – A confirmed change of time has been agreed - 9am-11am Tuesdays. In addition, the PCC are going to offer teas & coffees to encourage usage and a social event.
- Grant Awarding Policy – members are asked to consider and adopt the 2017 policy submitted.
- Greenacre Hall and electronic blinds – the committee is requesting that the PC makes a grant towards the cost of installing electronic blinds. Mr Wemyss has provided a summary of financial transactions between the Hall and community since 1996. This may have an impact on the 2018/19 budget.
- Resilience Training 12th December 2017 10am-2:30pm Green Park, Aston Clinton – can anyone attend?
- Christmas Lights - installation

7. Planning

New Applications:

- 17/01429/APP – Residential development of 24 dwellings with parking, garaging, landscaping and associated works | Land Off North Close – renewed consultation following new drainage reports.

Decisions - Made by AVDC: None at time of agenda

Enforcement:

- 17/00100/CON3 – Lorry/advertising at crossroads – Enforcement Officer still to follow-up

Other issues:

- Neighbourhood Plan – The steering group met on 13th November and further data analysis was conducted. An update will be given in the December newsletter. Festive Consultation with residents – 4th December 7:30 DPSSC.
- Existing S106 funds (£12,816) Cllr Batley to update re quotes for the Boules (Petanque) Court. Cllr Harvey to update regarding quotes for a trim trail/gym. Clerk has received agreement from Carington Estates for the installation of the outdoor gym equipment provided that the Parish Council indemnifies the landowner (Hon. Rupert F. J. Carington) against injuries, losses or claims arising from its use and/or installation. Members are asked to formally confirm this.
- Vale of Aylesbury Local Plan (VALP) – this is currently in consultation with the public and Parishes. Members are asked to consider a response.

8. Correspondence circulated via e-mail between meetings:

- North Bucks Parishes Planning Consortium Meeting held 11th October
- Parish Liaison notes and Presentations - Meeting 13 September 2017
- Bucks CC Budget Consultation ... We Need You!
- My Bucks Budget Consultation 2018/19 - Tell us where YOUR priorities & November edition
- B&MKALC Weekly Updates incl TTRO updates
- Came & Co Council Matters Autumn 2017 – incl Play Area inspection requirements
- Vale of Aylesbury Local Plan (VALP) - forthcoming consultation – ends 14 December
- Correspondence regarding Connected Counties programme, AV Broadband & Drayton Parslow
- Minutes for Great Brickhill, Wing & Ivinghoe Local Area Forum, Thursday 5th October 2017, 7.00 pm
- GBWI Traffic Calming Sub Group 8th November – agenda & notes from meeting
- Mobile Library Consultation 2017
- BCC Update on Early Help review for town and parish councillors - November 2017
- Police and Crime Commissioner 'Let's Hate Hate' campaign
- Bucks CC Early Help review for Children's Services
- **Buckinghamshire Parish Liaison Meeting 29th November 6:30 County Hall – attendee needed**
- Notification of external auditor appointments for the 2017-18 financial year

9. Recreation Field/Play Area

- Weekly play area inspections – members are asked to consider purchasing routine inspection checklists designed around DP play equipment & MUGA at a cost of £36. It is an insurance requirement that a weekly routine inspection log is maintained – a volunteer is required to conduct these.
- Cllr Harvey to update regarding painting the school bus bay
- Replacement ropes on the Play Area have been installed on the HAGS equipment
- Replacement sign at Play Area entrance – Mr Wise has commenced refurbishment.
- “There’s no such thing as the Dog poo fairy” – Keep Britain Tidy campaign – members are asked to consider the purchase of signs – Clerk to advise on pricing.
- Dog bin adjacent to DPSSC – members are asked to confirm decision taken between meetings to replace the damaged bin at a cost of £156 + VAT. Mr Wise is to install asap and AVDC will remove old unit.

10. Highways, Footpaths & Footways, Street Lighting, Transportation, Devolved Services

- LAF Traffic Calming Feasibility Study – New Homes Bonus monies available – members are asked to finalise the application (submitted via e-mail 30/10 & 13/11 following Jan Roffe – Grants Officer’s correspondence)
- Unsuitable for HGV signage – an application has been submitted to LAF – to be discussed at their February meeting. Cllrs Batley & Colborne-Baber have volunteered to attend the LAF meeting on 27th February (only one will attend) & Cllr Colborne-Baber has volunteered to attend the GWBI traffic calming sub-group on 31st January.
- Bus Service – an E-petition has been submitted by residents to Bucks CC and handed to LAF to fund an extension of the Newton Longville-MK bus service. This will also be considered at LAF’s 27th February meeting.
- Members are advised that 2 lights are having new connections made by Western Power – corner Highway & Main Road and opposite 4 New Rd. Inspection by Western Power w/e 24/11/17
- Closed gate at Church Field/Presumed right of way between DPA/11/2 and DPA/2/2 – Cllr Batley to update.
- Horse rider safety signs – members are advised that the Clerk has applied to TfB for assessment.

11. Finance

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

Treasurers Account	£ 2,745.25	(as at 31 st October 2017)*
BIA Account	£50,384.87	(as at 31 st October 2017)
Poor Land Treasurers Account	£ 1,840.47	(as at 31 st October 2017)
Poor Land Call Account	£ 8,103.28	(as at 31 st October 2017)

*Clerk transferred £5,000.00 from BIA account to Treasurer’s Account to cover payments due in November & December 20/11/17.

9.2 Payments: Treasurer’s Account

To be paid at meeting:

Deborah O’Brien - £473.51(Nov salary £389.25; less PAYE (£5.20); Mileage £22.50; Parking £1.50; Ink CYMK £62.96; Paper £2.50) – cheque 0642

HMRC – £5.20 – Nov PAYE – cheque 0643

Alan Burden - £118.00. – Oct play area, S & S mowing; weed spraying – cheque 0644

HAGS-SMP Ltd - £2400.00 (£2000 + £400 VAT) – replacement play ropes & installation – cheque 0645

Aylesbury Mains Ltd - £189.36 (£157.80 + £31.56 VAT) – light repairs 30 Main Rd/Cnr Highway – cheque 0646

Willowbridge Marina - £20.01 (£19.06 + £0.95 VAT) – Diesel for tractor – cheque 0647

DPSSC - £176.00 N Plan meetings up to 31/10/17 – cheque 0648

DPSSC - £16.00 Streetlighting 2017/18 – cheque 0649

Stewkley Enterprise Agency - £75.00 – Oct mowing & admin costs – cheque 0650

Anglian Water – £29.55 – Allotment water 18/7-7/11/17 – D/Debit 8 December 2017

9.3 Income

Interest: DPPC BIA a/c £1.76 (Oct); Poor Land Call a/c £0.37 (Oct)
Allotment rentals £5.90

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 Precept 2018/19

Members are advised that a preliminary budget is available for review. The Parish Tax base for 2018/29 will be £273.65. Clerk to explain and update. Final decision on budget and Precept request must be given at the January 15th meeting.

9.6 Bank Mandate

Members are asked to confirm the removal of former Cllr P. Moore from the Bank Mandate. Members are further asked to confirm the addition of any newly co-opted member of the Council to the Bank Mandate.

10. Allotments

- Members are advised that there are two allotments available at Manor Gardens and two at Stackyards. All rents have been paid.
- Cllr Harvey to update regarding failed conifer.

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

- No meeting in December
- Monday 15th January 2018 – please confirm
- Monday 26th February 2018 – please confirm

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**Agenda for the Trustees of The Poor Allotment or Common Charity (Cllrs Perry, Thum & Colborne-Baber)**  
**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 Members are asked to approve the removal of Peter Moore as Trustee following his resignation from the Parish Council. Members are further asked to consider if another Trustee should be appointed.

3.0 Receive the Minutes and confirm the resolutions and actions therein of the meeting held on 22<sup>nd</sup> May 2017.

4.0 Members are advised of Bank Balances as of 31<sup>st</sup> October 2017: £1,840.47 (current); £8,103.28 (call)

5.0 Income 2017/18 YTD: £2.01 interest; Expenditure 2017/18 YTD: £9.94 Bucks & River Ouzel IDB

6.0 Members are advised that the 2016/2017 Annual Return was filed with the Charities Commission 30<sup>th</sup> August 2017.

7.0 Annual Distribution 2017 – members are advised that fourteen (14) applications have been received and are asked to consider and agree payments should be made. In 2016 £90 per applicant was distributed.

8.0 Payments to be made:

British Gas – Cheque 116 £90.00

Sainsbury/British Gas – Cheque 117 - £90.00

E-on – Cheque 118 - £450.00

Southern Electric – Cheque 119 - £270.00

Scottish Power – Cheque 120 - £90.00

Utility Warehouse – Cheque 121 - £90.00

EDF – Cheque 122 – £90.00

First Utility – Cheque 123 - £90.00