

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

21st February 2018

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 26th February 2018 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

Representatives of Gigaclear have indicated that they will attend the meeting to update on their proposals to offer broadband service to residents.

Agenda

1. Apologies - Members are asked to receive apologies.
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 meetings of the Parish Council held on: 15th January 2018 DPPC/07/1718
4. Casual Vacancy
Members are advised that following Mike Thum's resignation, the Clerk notified the Monitoring Officer and a 14 working day notice was given inviting any 10 electors to call for a by-election. No such notice was received and the vacancy may now be filled by co-option as and when a suitable candidate applies.
5. Election of Vice-Chairman
Members are asked to nominate and vote upon a replacement Vice-Chairman
6. Parish Council business
 - Broadband – Clerk to update regarding correspondence with BT/Openreach and the Connected Counties programme
 - Resilience Training - attended by Cllr Harvey & Clerk. Members are asked to consider if they wish to implement a Resilience Plan for Drayton Parslow.
 - Members are advised that to date 27 people have joined the PC Facebook page. To join a request must be made via <https://www.facebook.com/groups/DraytonParslowPC/>.
 - GDPR – Clerk to attend further conference 28/2 given by AVDC. BMKALC is also working on supplying further pertinent information to Parishes.
 - Best Kept Village 2018 – members to confirm entry - £25.00
 - Great Spring Clean weekend – 2-4th March
 - Members are asked to confirm a grant towards maintenance of the Churchyard - £750.00

7. Planning -New Applications:

- 18/00091/APP - Single storey rear extension | 15 Main Road – **RESOLVED** between meetings that there were no objections as submitted
- 18/00136/APP - Construction of extension abutting north wall of church | Holy Trinity Church – **RESOLVED** between meetings that there were no objections as submitted

Previously considered applications:

- 17/01429/APP – Residential development of 24 dwellings with parking, garaging, landscaping and associated works | Land off North Close – Landscape Officer’s report has been received by AVDC and further objections made by residents & District Cllr Blake.
- 17/03720/APP - Erection of 5 dwellings | Land at Chapel Lane – Heritage, Tree & Landscaping Officers have responded after applicant has submitted an amended landscaping proposal.
- 17/03704/APP | Retention of agricultural temporary dwelling (Retrospective) | Land at Bletchley Road – expiry date has been extended to 28/2/18.

Decisions - Made by AVDC: none at time of agenda

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

Other issues:

- Neighbourhood Plan – The steering group held a meeting on 22nd January 2018 where it was decided that a preliminary draft plan could be commenced. The group was divided into 3 teams, each taking responsibility for two major policy topics. The intention is to have this ready for a preliminary consultation at the VPA show in August. Expenses: £64 hire of DPSSC for meetings.

Existing S106 funds (£1,806 balance):

- DP Sports & Social Club has submitted a request for S106 funding for the Petanque/Boules facility in the amount of £5,880.00. This has been agreed by AVDC and DPSSC has been asked to submit designs & quote to the S106 officer prior to commencing work.
- Outdoor gym equipment – Cllr Harvey has prepared detailed quotes and comparisons for review

8. Correspondence circulated via e-mail between meetings:

- B&MKALC Weekly Updates incl TTRO updates
- Update from Bucks Health Trust
- BCC News: It’s pothole season
- Revised minutes relating to NBPPC meeting held on 10 January 2018
- SLCC - GDPR – Important Information
- General Data Protection Regulations (GDPR) Conference - 28 February 2018 – Clerk to attend
- My Bucks - January 2018
- **Drayton Parslow Neighbourhood Plan – Blue Cedar Homes solicitation**
- Bucks CC - Could you be a good neighbour? (on website)
- Parish Conference reminder 20/2/18
- AVDC - Parish Newsletter - 1 February 2018
- Collective switching - One week to go! Deadline for registration is 12th February 2018 (on website)
- Best Kept Village Competition 2018
- Keep Britain Tidy – Spring Clean – 2-4 March 2018
- NALC releases new Briefing Notes – Financial assistance to the Church & Personal Data breaches
- East-West Rail communication – community project STEM support
- BMKALC Lobby Day 20 March
- B&MKALC Conference 19 April 2018 - Respect, Trust and Better Working Relationships
- Housing growth by Parish from NBPPC
- Cllr Colborne-Baber’s summary from Traffic Calming sub-committee meeting 31/1/18
- New Home Bonus Project Grant round for 2018/19 now open
- Connected Counties Newsletter

9. Recreation Field/Play Area

- Members are advised that the family of the late Dr Margaret Wright have submitted illustrations of the proposed bench. A decision is required for exact location and installation method.
- Weekly play area inspections – Cllr Spavins has been making these and reporting accordingly.
- Tractor & devolved equipment are at Browns for servicing.

- Members are asked to confirm expenditure for a bin liner and fixtures outside the MUGA - £42.26 + VAT + shipping.
- Dog poo fairy signs – members are advised that there have been comments regarding the disposal of waste as recommended on these signs. Situation to be monitored as volunteers empty the MUGA bins.
- Parking issues at Recreation area – complaint from resident and committees - Clerk to update

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

- LAF Traffic Calming Feasibility Study – New Homes Bonus monies available – members are advised that the application has been submitted and considered. Clerk to update.
- Unsuitable for HGV signage – members are reminded that this is to be discussed at the LAF February meeting. Neither Cllr Batley or Colborne-Baber can attend the meeting which has been moved to Thursday 1st March – a substitute is needed.
- 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 1st March meeting.
- MVAS – members are asked to confirm agreement to purchase replacement batteries in conjunction with Stoke Hammond PC – approx. £200 each.
- Defibrillator – members are advised that a replacement battery & pads need to be ordered and kept in hand. (Allowed for in 2018/19 budget)
- East-West Railway Consultation – members reviewed this between meetings and the Clerk uploaded comments to the consultation portal. These were: *We are very concerned about HGV access traffic which is supposed to bypass Drayton Parslow by turning left at the crossroads from Bletchley and following the B road to Mursley. (Appendix D). We have heritage buildings in a conservation area with single track roads in places on blind bends. We have just had our roads re-surfaced. This is a serious issue (hence the diversion in the first place). What measures will be put in place to prevent HGV vehicles attempting to cut through the village using a low grade unclassified 'local' road? At a minimum signage saying 'prohibited for East-West Rail traffic' must be installed either end of the village. In general, the B roads to be used for access are already in an extremely poor condition and completely unsuitable for multiple GHV access in the region of 250 movements per day.*
- Clerk has written to Carington Estates regarding some overgrown stiles, the broken fence at the back of the MUGA and downed trees on footpath DPA/13/1. Carington is awaiting their new ranger who is due to start in early March. They will advise when work will be undertaken.
- Horse rider safety signs – members are advised that installation by TfB is still awaited.

11. Finance

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

Treasurers Account	£ 4,131.47	(as at 31 st January 2018)
BIA Account	£41,390.87	(as at 31 st January 2018)
Poor Land Treasurers Account	£ 580.47	(as at 31 st January 2018)
Poor Land Call Account	£ 8,104.30	(as at 31 st January 2018)

11.2 Payments: Treasurer's Account

To be paid at meeting:

Deborah O'Brien - £423.25 (Feb salary £389.25; less PAYE (£5.20) Mileage £25.20; Parking £4.00; Mobile top-up £10.00) – cheque 0664

HMRC – £5.20 – Feb PAYE – cheque 0665

Alan Burden - £70.00 – Bates Gardens footway & hedge – cheque 0667

W.R. Goss - £57.60 (£48.00 + £9.60 VAT) – allotment roadside hedge cheque 0668

Bucks Best Kept Village Competition - £25.00 – cheque 0669

DPSSC - £64.00 – Neighbourhood Planning meetings to March 2018 – cheque 0670

Drayton Parslow PCC - £750.00 – contribution to maintenance of Churchyard 2017/18 – cheque 0671

Npower - £213.85 (£178.21 + £35.64 VAT) – MPAN1 unmetered street lighting Dec '17 – D/Debit 03/02/18

Npower - £13.12 (£10.93 + £2.19 VAT) – MPAN2 unmetered street lighting Dec '17 – D/Debit 03/02/18

11.3 Income

Interest: DPPC BIA a/c £1.80 (Jan); Poor Land Call a/c £0.32 (Jan)
Greenacre Hall - £83.00 in respect of £1 annual rent up to 19 April 2100.

11.4 Income and Expenditure report(s)

Members are asked to review and approve the Income & Expenditure reports up to 31st January 2018. Members are also asked to review the Bank reconciliations. The year to date analysis versus budget is also attached. Copies attached appendices A & B

11.5 Precept 2018/19

Members are advised the Precept request was made to and confirmed by AVDC on 18/1/18.

11.6 Internal Audit 2017/18

Members are asked to re-appoint Melanie Rose as Internal Auditor - £13/hr plus mileage.

11.7 Annual Review of Governance Documents

Members are asked to review and confirm adoption of the following Governance documents:

- Code of Conduct
- Standing Orders
- Financial Regulations
- Complaints Procedure
- Publication Scheme - Information available (review again upon enactment of GDPR)
- Equality Policy
- Risk Assessment
- Legal Protocol for Developers

11.7 Bank Mandate

This has been updated by Lloyds to include Cllr Bruce & remove Peter Moore

12. Allotments

Members are advised that there are two allotments available at Manor Gardens and two at Stackyards.

13. Dates of next meetings — Members are asked to confirm the next meeting dates:

- Monday 26th March 2018;
- 30th April 2018
- Monday 21st May 2018
- Monday 25th June 2018
- Monday 30th July 2018
- no meeting in August
- Monday 17th September 2018
- Monday 22nd October
- Monday 26th November
- no meeting in December

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### **Agenda for the Trustees of The Poor Allotment or Common Charity (Cllrs Perry & 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 Michael Thum as Trustee following his resignation from the Parish Council. Members are further asked to consider that another Trustee should be appointed.

3.0 Receive the Minutes and confirm the resolutions and actions therein of the meeting held on 27/11/17

4.0 Members are advised of Bank Balances as of 31<sup>st</sup> January 2018: £580.47 (current); £8,104.30 (call)

5.0 Income: £1.02 interest; Expenditure: £1,260.00 Annual Distribution (14 recipients)