

**Minutes of a meeting of Drayton Parslow Parish Council held at the Sports & Social Club  
on Monday 26<sup>th</sup> February 2018 at 7:30 p.m.**

**Present:** Cllr. D. Perry (Chairman); Cllr. J. Bruce; Cllr S. Colborne-Baber; Cllr. H. Harvey; Cllr. S. Spavins  
**Also present:** Deborah O'Brien, Parish Clerk; District Cllr B. Everitt; Alistair Goulden & Mike Quinn - Retail Directors & James Keel, Delivery Director - Gigaclear.

Cllr Perry welcomed the three representatives from Gigaclear. (*As previously stated, Gigaclear wish to keep the Parish Council informed but there is no implied recommendation from the Parish Council for any utility provider*).

Mr Goulden explained that Gigaclear is progressing with its build since acquiring AV Broadband. They are currently active in Stewkley North with a view to linking to Drayton Parslow. They are still in process of obtaining permits from Bucks CC for the civils work. Residents can find more information regarding start dates and permits granted at roadworks.org.

Mr Keel explained that they plan to install their main cabinet at the junction of Main Road and Bates Gardens. Councillors suggested that this may cause a visibility issue for vehicles exiting Bates Gardens and Gigaclear will liaise with Highways to explore options. A further concern is the need to dig/trench along parts of Main Road where major re-surfacing was completed last year. The road is subject to a section 58 restriction (Restrictions on street works – New Roads and Street Works Act 1991) but Bucks CC is 'working with' Gigaclear to accommodate this. Reinstatement of the road will be required and must meet TFB requirements for up to 2 years. Building work will typically take place between 8am – 4pm with due consideration given to school pick up and drop off times. Gigaclear will letter-drop affected households. Once the build has completed they will approach residents to offer their service. They will also provide a free 1GB supply to Greenacre Hall which can be linked to the DPSSC. They will also liaise with the School to determine their needs. A map of the proposed build was shown to the Parish Council, and this appears to encompass the whole village between the 30mph signs.

The Gigaclear representatives left at 8:05 pm.

District Cllr Everitt gave an update on AVDC activities including the success of Council to Council sales relating to Digital Transformation, as well as the Vale Lottery. Planning matters continue to be an issue due to staffing levels. The adoption of the Vale of Aylesbury Local Plan (VALP) should improve the situation. A resolution on Unitary is still awaited from Sajid Javid (Secretary of State - Communities & Local Government.) Cllr Everitt left at 8:20 pm.

The Parish Council meeting commenced at 8:20 pm:

- 87.0 Apologies:** Cllr Batley has submitted apologies.
- 88.0 Declarations of Interest:** There were none
- 89.0 Minutes:** **RESOLVED** to receive the minutes and confirm the recommendations therein of the meeting of the Parish Council held on: Monday 15<sup>th</sup> January 2018 DPPC/07/1718
- 90.0 Casual Vacancy:** 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.
- 91.0 Election of Vice-Chairman:** Cllr James Bruce was duly nominated, seconded and elected Vice-Chairman with Acceptance of Office signed.
- 92.0 Parish Council Business**
- 92.1 Broadband –** Members noted the comments made earlier by the Gigaclear representatives. It was noted BT/Connected Counties has responded to queries regarding its Universal Service Obligation advising that Drayton Parslow is unlikely to be reinstated in the Connected Counties programme. The Community is advised to register an interest in the Openreach Community Fibre programme. **RESOLVED that** the Clerk should register an expression of interest for Drayton Parslow.
- 92.2 Community Resilience Training –** Clerk & Cllr Harvey attended this. A resilience plan should be considered and will be looked at again at a future meeting.

- 92.3** Members noted that 30 people have joined the Parish Council Facebook group. To join a request must be made via <https://www.facebook.com/groups/DraytonParslowPC/>.
- 92.4** GDPR – members noted that due to weather concerns the meeting for 28/2/17 has been postponed. BMKALC is working on addressing issues for smaller parishes. NALC has issued a ‘toolkit’ for guidance.
- 92.5** Best Kept Village 2018 **RESOLVED to** enter the competition (£25 fee) – Clerk to complete entry.
- 92.6** Great Spring Clean weekend 2-4 March (subsequently postponed due to weather concerns) – a litter pick within the village gates/30 mph zone needs to be organised. Clerk has requested that AVDC attends to the areas outside the 30mph zones and will follow up again.
- 92.7** **RESOLVED to** award £750 budgeted grant for the maintenance/mowing of the Churchyard.
- 93.0** **Planning** <https://publicaccess.aylesburyvaledc.gov.uk/online-applications> **Members noted:**
- 93.1** **Planning 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
- 93.2** **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.
- 93.3** **Decisions** - Made by AVDC: none at time of agenda
- 93.4** **Enforcement**
- 17/00100/CON3 – Lorry/advertising at crossroads – still awaiting follow-up by Enforcement
- 93.5** **Other planning issues – Members noted:**
- Neighbourhood Plan – Members noted that the Steering Group held a meeting on 19<sup>th</sup> February 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. **RESOLVED to** agree: £64 hire of DPSSC for meetings. Members further noted that the 6 month window for grant expenditure has expired and the claimable amount spent is £745.00 meaning £453 of the grant will have to be repaid as unspent funds. New grants can be applied for in the new financial year.
  - DP Sports & Social Club’s request for S106 funding for the Petanque/Boules facility in the amount of £5,880.00 has been approved by AVDC and DPSSC has been asked to submit designs & quote to the S106 officer prior to commencing work. (This leaves an S106 balance of £1,806.00)
  - Outdoor gym equipment – Cllr Harvey provided detailed costings of suitable equipment. All councillors will review the examples proposed in time for the next meeting. Cllr Harvey to further investigate the type of ground surface proposed to ensure ease of maintenance.
- 94.0** **Correspondence Circulated via e-mail – Members noted:**
- 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 – declined to consider
  - 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

#### 95.0 Recreation Field/Play Area – Members noted:

- Commemorative Bench - members reviewed and agreed the submitted illustration proposed for donation by Dr Wright's family. A decision is still required for the exact location once the outdoor gym equipment is agreed. It was agreed that a concrete pad would need to be installed by the donor for ease of maintenance. Clerk to notify the family.
- Weekly play area inspections – members noted Cllr Spavins has been conducting inspections. The MUGA overhead netting has been re-secured following high winds.
- The tractor and Devolved equipment are at Browns for service.
- **RESOLVED that** a bin insert and fixtures (MUGA large waste bin) are to be ordered from Glasdon at a cost of £42.46 + VAT. Mr Wise has agreed to repair and install.
- Members noted complaints about residents depositing dog waste in the MUGA waste bins. Volunteers empty these and have been advised not to sort the rubbish on health & safety grounds.
- Members noted that there have been complaints about irresponsible parking at the upper and lower parking areas. The Clerk has reviewed the terms of the leases for both Greenacre Hall and DPSSC – both facilities share parking access and spaces equally.

#### 96.0 Highways, Footpaths, Footways & Street Lighting:

- 96.1 LAF Traffic Calming Feasibility Study – New Homes Bonus monies available – members noted that the application has been reviewed by the Grants team and then goes to Cabinet for final decision on 6<sup>th</sup> March.
- 96.2 Unsuitable for HGV signage – Members noted that this will be discussed for approval at the March 1<sup>st</sup> meeting of LAF – due to the change of date the Clerk will attend. (Meeting cancelled due to weather – to be re- arranged.
- 96.3 Bus Service – members noted that 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 is not on the agenda as it was not submitted by the August 2017 deadline. It will be considered at a future date.
- 96.4 MVAS – **RESOLVED to** share costs of replacement batteries with Stoke Hammond PC - £179.00
- 96.5 Defibrillator – **RESOLVED that** new pads and replacement battery are to be ordered. These have been included in the 2018/19 budget.
- 96.6 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 HGV access in the region of 250 movements per day.*
- 96.7 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 the appointment of a new ranger who is due to start early March.
- 96.8 Horse rider safety signs – members are advised that installation by TfB is still awaited.

**97.0 Finance****97.1 RESOLVED to** note that the balances for the Lloyds Bank accounts are as follows:

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

**97.2 Payments – RESOLVED to** make the following payments:

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

Drayton Parslow PCC - £750.00 – contribution to maintenance of Churchyard 2017/18 – cheque 0666

Alan Burden - £70.00 – Bates Gardens footway &amp; 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

Glasdon - £50.71 (£42.46 + £8.45 VAT) – waste bin inserts &amp; fixtures – 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

**97.3 Income – RESOLVED to** note the following 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.

**97.4 RESOLVED to approve** the Income & Expenditure Reports, Bank reconciliations and Budget YTD analysis dated 31<sup>st</sup> January 2018.**97.5 Precept –** members noted that the Precept request was confirmed by AVDC on 18/1/18.**97.6 Internal Audit 2017/18 – RESOLVED to** appoint Mrs M. Rose as internal auditor £13/hr + mileage**97.7 Annual Review of Governance Documents****RESOLVED to** confirm adoption of the following Governance documents:

1. Code of Conduct
2. Standing Orders
3. Financial Regulations
4. Complaints Procedure
5. Publication Scheme - Information available (review again upon enactment of GDPR)
6. Equality Policy
7. Risk Assessment
8. Legal Protocol for Developers

**97.8 Bank Mandate –** members noted that this has been updated removing Peter Moore and adding Cllr James Bruce.**98.0 Allotments**

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

**99.0 Date of next meetings –** Drayton Parslow Parish Council **RESOLVED to** note (7:30 pm start):

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

Meeting closed at 9:20 p.m.

Signed ..... Date .....

Chairman