

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

24<sup>th</sup> April 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 30<sup>th</sup> April 2018 following the Annual Parish Meeting 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. 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: 26<sup>th</sup> March 2018 DPPC/09/1718
4. Casual Vacancy  
A vacancy for co-option still exists but no candidates have come forward to date. An item has been placed in the newsletter.
5. Parish Council business
  - Broadband – Clerk to update regarding BT Community Fibre correspondence. Gigaclear has advised that they plan to commence cabinet installation within 2 weeks. Further updates will be made available.
  - GDPR – Clerk to contact e-mail requestors for planning notifications to require opt-ins. Further information & advice has been received from NALC, ICO and AVDC.
  - Community Bus proposal from Stewkley – e-mail from Neil Dickens of Stewkley PC
  - Clerk has requested further details & costs regarding the Silent Soldier Campaign
  - Members are advised that new pay scales have been agreed by NALC for 2018-19 -sent via e-mail
6. Planning  
New Applications:
  - 18/01205/APP | Proposed detached dwelling | 20 New Road
  - 18/01165/APP | Two storey side extension | 1 Stoke Road Farm Cottage Bletchley Road
  - 18/01308/AGN | Erection of agricultural building | Ridge Farm Main Road – consultation not yet receivedPreviously considered applications:
  - 18/00732/COUIN | Prior approval for a change of use of premises in light industrial use (class B1(c)) and any land within its curtilage to a dwellinghouse (class c3) | The Barn Newton Rd – under review

- 17/03704/APP | Retention of agricultural temporary dwelling (Retrospective) | Land at Bletchley Road – awaiting final decision.

Decisions - Made by AVDC:

- 18/00136/APP - Construction of extension abutting north wall of church | Holy Trinity Church – Further submission of revised plans - APPROVED
- 17/03720/APP - Erection of 5 dwellings | Land at Chapel Lane – APPROVED
- 17/01429/APP – Residential development of 24 dwellings with parking, garaging, landscaping and associated works | Land off North Close – REFUSED

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

Other issues:

- Neighbourhood Plan – The steering group held a meeting on 23<sup>rd</sup> April 2018 Cllr Perry to update.
- AVDC has issued an explanation of staffing issues within the planning department.

**7. Correspondence circulated via e-mail between meetings:**

- Press release - AVDC councillors agree next steps following unitary announcement
- B&MKALC Weekly Updates incl TTRO updates
- Meeting Monday 19th March 2018, 7.00 pm, Great Brickhill, Wing & Ivinghoe LAF – TVP newsletter
- News for the Parishes - March 2018
- AVDC Chairman's Invite – 13<sup>th</sup> April fundraiser
- Community Transport – Stewkley chairman
- GBWI Traffic Calming sub group meeting 28<sup>th</sup> March
- Came & Co - Council Matters Spring 2018
- AVDC Unitary parish meeting RSVP
- Police and Crime Commissioner Newsletter - April 2018
- Resilience Training workbook - BMKALC
- Meeting with County Council – Unitary discussions
- Minutes for Great Brickhill, Wing & Ivinghoe Local Area Forum, Monday 19th March 2018
- Government Consultation: unauthorised developments and encampments
- Parish Liaison Meeting - Wednesday 2 May
- AVDC planning update
- AVDC The appointment of a Data Protection Officer for Parish Councils
- NALC Updates on GDPR
- Buckinghamshire Minerals and Waste Local Plan Proposed Submission Consultation EXTENDED
- News from Buckinghamshire County Council: April 2018

**8. Recreation Field/Play Area (Balance S106 funds £1,806.00)**

- Play Area inspection to take place in May
- DPSSC – Petanque Court – Cllr Batley to update
- Outdoor gym equipment – Cllr Harvey to update regarding proposals and costings
- Cllr Harvey has confirmed that installation of the Dr Wright Commemorative bench should be after the gym equipment installation.

9.1 Aylesbury Vale District Council (AVDC): nothing at time of agenda

9.2 Bucks County Council: nothing at time of agenda

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

- LAF Traffic Calming Feasibility Study – New Homes Bonus – the Parish has been awarded up to £80,000 to fund gateway features, kerbing, 30mph repeater signs, flashing amber school signs, footway outside school and TfB staff fees. Clerk has confirmed this to TfB Projects and a meeting is to be arranged between the Parish Councillors and the TfB Schemes Delivery team. Cllrs to advise re availability.
- Unsuitable for HGV signage – LAF has confirmed approval of 50% match funding and the Clerk has confirmed that the Parish will match fund up to £2,619. TfB to arrange co-ordinating this with the Traffic Calming project to reduce design & implementation costs.

- Bus Service petition – further updates awaited from GBWI LAF regarding contribution from Winslow LAF
- A resident has complained about verge parking during school drop-off/pick-up. Cllr Colborne-Baber to arrange for a notice to be sent to parents regarding parking & congestion issues.
- Carington Estates has advised that their farm management team will address the overgrown stiles, broken fence at the back of the MUGA and downed trees on footpath DPA/13/1.
- Horse rider safety signs – members are advised that installation by TfB is still awaited.
- Clerk to investigate road closures for Remembrance Sunday Service at War Memorial.

## 11. Finance

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

|                              |            |                                     |
|------------------------------|------------|-------------------------------------|
| Treasurers Account           | £ 6,572.32 | (as at 31 <sup>st</sup> March 2018) |
| BIA Account                  | £34,394.22 | (as at 31 <sup>st</sup> March 2018) |
| Poor Land Treasurers Account | £ 580.47   | (as at 31 <sup>st</sup> March 2018) |
| Poor Land Call Account       | £ 8,104.95 | (as at 31 <sup>st</sup> March 2018) |

11.2 Payments: Treasurer's Account

Paid between meetings:

Npower - £191.98 (£159.98 + £32.00 VAT) – MPAN1 unmetered street lighting Feb '18 – D/Debit 12/4/18

Npower - £111.81 (£9.84 + £1.97 VAT) – MPAN2 unmetered street lighting Feb '18 – D/Debit 12/4/18

To be paid at meeting:

Deborah O'Brien - £395.02 (Apr salary £397.02; less PAYE (£2.00) – cheque 0683

HMRC – £2.00 – Apr PAYE – cheque 0684

NBPPC - £20.00 – 2018/19 membership fee – cheque 0685

Alan Burden - £88.00 – Play area, MUGA, club, car park – cheque 0686

BMKALC - £116.88 – Association dues (incl NALC) – cheque 0687

DPSSC - £600.00 – Post Office heating/rent 2018/19 – cheque 0688

DPSSC - £180.00 – DPSSC hire for PC meetings 2018/19 – cheque 0689

11.3 Income

Interest: DPPC BIA a/c £1.59 (Mar); Poor Land Call a/c £0.31 (Mar)

AVDC Precept (1<sup>st</sup> ½) £16,310.00; Bucks CC – final Devolved services grant £1,448.80

11.4 Income and Expenditure report(s)

Members are asked to review and approve the Income & Expenditure reports up to 31<sup>st</sup> March 2018 which represent the final year end balances. Members are also asked to review the Bank reconciliations. The year's analysis versus budget is also attached.

11.5 Internal Audit 2017/18 - examination to take place 10<sup>th</sup> May 2018.

Members are asked to review the draft Annual Governance Review Statement of accounts, together with explanations of variances, audit bank reconciliations and asset register.

11.6 VAT refund 2017/18

Members are advised that a VAT126 refund application in the amount of £2,948.46 is to be submitted.

## 12. Allotments

Members are advised that there are two allotments available at Manor Gardens and two at Stackyards. Anglian Water have been notified about a lack of supply at the allotments – technician to attend & repair.

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

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