

LITTLE BRICKHILL PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 2nd July 2018 at 7.45pm in the Community Centre, Little Brickhill, Milton Keynes.

Present:

Cllr D Lewis (Chair)
 Cllr T Wheaton
 Cllr M Goddard
 Cllr R Spencer
 Cllr D Hopkins (Ward Councillor)

In attendance:

A Kemp (Clerk)
 C Roberts (Local Resident)
 P Simpson (Local Resident)

1. Apologies for Absence:	ACTION
Cllr G Bushell, Cllr V Hopkins (Ward Councillor) & Cllr A Jenkins (Ward Councillor)	
<p>2. Public Open Session: 2848</p> <p>2.1 – A local resident advised that two street lights at the island on Watling Street (2WL & 4WL) were not working and asked the Parish Council to report this to MKC.</p> <p>2.2 – Ongoing Local Issues:</p> <p>2.2.1 - (item 2.1 of minutes 07/11/16) - Parking problem on Wyness Avenue:</p> <p>Clerk advised that he had met with the local resident that raised this issue and there is a requirement to have three Disabled Parking Bays (non-enforceable) marked out in the road and the estimated cost is £193.00 per bay.</p> <p><u>Following discussion it was agreed that we should pursue this with MKC and the Clerk was authorised to proceed at a cost of £579.00 and raise the required paperwork to have the work completed.</u> Clerk advised at the meeting today that he was in the process of arranging a meeting with the local resident in order to raise the necessary paper work. <u>Ongoing.</u></p> <p>2.2.2 - (item 2.1 of minutes 05/02/18) – Street Lights: The Parish Council was advised that a street light on Watling Street (WS11) was not working.</p> <p><u>It was noted that MKC have replaced the bulbs several times in the last year and the Clerk confirmed that he had reported this issue again to MKC on the 7th February 2018 under reference number FS67523220 and that he would contact them again for a completion date.</u></p> <p>2.2.3 – (item 2.2 of minutes 05/02/18) - Pavements: The Parish Council was advised that that a several pavements in the village required some attention and asked the Parish Council to look into the situation.</p> <p><u>It was noted that Cllr Wheaton has reported this issue to MKC for action. See reference numbers, FS68486761, FS68485976, FS68483773 and FS68485036.</u></p> <p>The Parish Council were thanked by a local resident for getting MKC to complete this work, however one pavement near Wyness Avenue still requires some attention. <u>Clerk to contact MKC on this issue.</u></p> <p>2.2.4 - (item 2.2 of minutes 04/06/18) - Street Parking: A local resident raised concerns regarding inconsiderate parking at the Watling Street / Great Brickhill junction. <u>The Chairman advised that this issue was raised by another local resident at the Annual Village / Parish meeting on the 15th May 2018 and that he had taken the issue up with Thames Valley Police who are monitoring this issue.</u></p> <p>The clerk advised that this issue was raised at the recent Danesborough Forum meeting and that MKC have promised to investigate this issue and will carry out an assessment. <u>Ongoing.</u></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

<p>2.2.5 - (item 2.3 of minutes 04/06/18) - Footpaths: It was noted that most of the footpaths are overgrown and the <u>Clerk confirmed that he would report this to MKC for action.</u></p>	<p>Clerk</p>
<p>2.2.6 - (item 2.4 of minutes 04/06/18) - Weed Spraying: <u>Clerk was asked to contact the contactor to establish when the weed spraying in the village will be undertaken.</u></p>	<p>Clerk</p>
<p>2.2.7 - (item 2.5 of minutes 04/06/18) - Pedestrian Crossing: <u>A local resident asked if the Parish Council could approach MKC to ascertain if the white lines at the pedestrian crossing could be re-done as they are now very faint.</u></p>	<p>Clerk</p>
<p>3. Declaration of Interest: 2849 None.</p>	
<p>4. Approval of Minutes of Meetings held on 11th June 2018. Minutes signed and approved.</p>	
<p>5. Progress Report on matters from last Minutes: 2850</p> <p>5.1 – (item 7.0 of minutes 05/04/18) - To report on the Establishment of a Volunteer Group to address the village litter problem: It was noted that the litter picking session arranged for the 28th April 2018 had to be cancelled because of bad weather and that MKC had conducted a litter picking session a few days before the planning date. <u>Cllr Lewis was asked to re-arrange in August / September 2018.</u></p> <p>5.2 – (item 10.2 of minutes 04/06/18) - Installation of Two Speed Indicator Devices on Watling Street: Clerk gave the following update</p> <ul style="list-style-type: none"> • Order placed on MKC on the 9th March 2018 at a cost of £13,484.00 with the locations outside the Community Centre and opposite the Old Court House. • Clerk advised that MKC had confirmed a reduced cost of £11,589.94. • Completion date is estimated to be in September / October 2018. <p>5.3 – (item 15 of minutes 04/06/18) - Cllr Spencer asked the Clerk if he would contact Thames Valley Police to ask for the crime figures that were not available at the Annual Village meeting held on the 15th May 2018.</p> <p>5.4 – (item 15 of minutes 04/06/18) - Cllr Wheaton stated that there was some fly tipping on Woburn Road and asked the Clerk if he would report this incident to MKC.</p> <p><u>Post meeting note.</u> – Councillor David Hopkins has written to MKC asking them to action this as soon as possible.</p>	<p>Cllr Lewis</p> <p>Clerk</p>
<p>6. Correspondence: 2851</p> <p>6.1 – Email received 18/06/18 from a Local Resident thanking the Parish Council for their efforts in having an Anti-Traveller Bank installed in the village. This was noted, no actions are required.</p> <p>6.2 - Letters dated 26/06/18 from MKC regarding changes to the Register of Electors. Clerk to keep on file.</p> <p>6.3 - Email received 29/06/18 from MKC inviting Parish Councillors to a Briefing Session regarding MKDP’s recent quarterly update to MKC Cabinet. This was noted, no actions are required.</p>	

<p>7. Clerks Report / Local Issues: 2852</p> <p>7.1 – (item 7.4 of minutes 05/02/18) - Waste Bin: Clerk confirmed that he had placed the order on MKC to replace the waste bin on Great Brickhill Lane but it was more than likely that the cost will be £300.00 instead of £200.00. All present agreed to this increase. <u>Completion date TBA.</u></p> <p>7.2 – New Website: Following agreement for the Clerk to place the order for the development of a new website the <u>Clerk agreed to make some suggestions for the design for agreement at a future Parish Council meeting.</u></p> <p>7.3 – Waste Bin on Watsons Field: Clerk advised that he had reported to MKC that the waste bin on Watsons Field outside the play equipment had not been emptied. MKC did respond and emptied the bin within one day of reporting the issue to them. As the play area is very well used the Clerk suggested that if funds allow that we should consider installing another waste bin. <u>Following discussion it was felt that we should pursue this further and the Clerk was asked to obtain quotations for consideration at a future Parish Council meeting.</u></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>8. Unitary Councillors’ Report: 2853</p> <p>8.1 – A copy of the Ward Councillors’ reports to Little Brickhill Parish Council for July 2018 <u>are appended to these minutes.</u></p>	
<p>9. Planning: 2854</p> <p>9.1 - 17/03233/OUT - An outline proposal with all matters reserved for development of land to the south of the A5 and east of the A4146, Milton Keynes for up to 500 homes, including 40% affordable homes; a 1 Form Entry Primary School; a local Centre, open space and associated works at Land at Levante Gate, Galley Lane, Little Brickhill.</p> <p>It was noted that this planning application has been included as an agenda at the MKC Development Control Committee on the 5th July 2018.</p> <p>A DCC member’s site visit took place on the 2nd July 2018 with Cllr Tim Wheaton representing the Parish Council.</p> <p>Following agreement reached via email to engage the services of a professional organisation to help the Parish Council with our objections to this planning application <u>all present agreed to the expenditure of approximately £1000 that will be split with the Parish Council and the Residents Association paying half each.</u></p> <p>Local Resident Paul Simpson gave a brief summary of the actions taken to prepare for the DCC meeting on the 5th July 2018.</p> <p>Paul was thanked on behalf of the Parish Council for all the considerable amount of time that he has undertaken on this issue,</p> <p>9.2 - 18/01464/FUL - Demolition of existing building and erection of one infill dwelling at 4 Panel Well, Great Brickhill Lane, Little Brickhill. <u>No issues were raised.</u></p> <p>9.3 – 18/01465/FUL – Single storey front extension, single storey side extension, two storey rear extension _ front elevation modification to existing dwelling at Panel Well, 4 Great Brickhill Lane, Little Brickhill. <u>No issues were raised.</u></p> <p>9.4 – 18/01545/TCA - Notification of intention to replace two Ash Trees (which fell because of damage to root system) with the planting of four Silver Birch saplings at 7 Brickhill Manor Court, Little Brickhill. <u>No issues were raised.</u></p> <p>9.5 - 18/01048/FUL - Proposed stable block and replacement manege at Fox Farm, Fox Farm Road, Little Brickhill. <u>Notification received 22/06/18 from MKC that planning application had been granted.</u></p>	

<p>10. Financial: 2855</p> <p>10.1 - Cheques presented for payment:</p> <table border="0"> <tr> <td>S/O</td> <td>£159.20</td> <td>Alan Kemp (July 2018 Salary)</td> </tr> <tr> <td>200402</td> <td>£39.80</td> <td>HMR&C (Tax for Clerk)</td> </tr> <tr> <td>200407</td> <td>£58.00</td> <td>W&WFC Contribution to weed spraying)</td> </tr> <tr> <td>200408</td> <td>£0.00</td> <td>Cheque VOID)</td> </tr> <tr> <td>200409</td> <td>£465.00</td> <td>Mr Keel (Grass Cutting)</td> </tr> <tr> <td>200410</td> <td>£10,710.00</td> <td>MKC (Traveller Solution)</td> </tr> </table> <p>This expenditure was proposed, seconded and carried unanimously.</p> <p>10.2 – Payments received: £733.32 – HMRC (VAT Refund)</p> <p>10.3 - It was noted that the Bank Balance following the payments made tonight (02/07/18) was £17,009.64</p> <p>10.4 – Parish Partnership Grant for 2016/2017: <u>No change</u> - Now that funding has been approved by MKC to replace our two notice boards of £1,725.00 (75%) the Clerk confirmed that he would obtain the necessary quotations for consideration by the Parish Council as soon as possible.</p> <p>10.5 - Clerk distributed a document showing the forecast against budget (2018/19) up the end of July 2018 and a <u>copy will be appended to these minutes.</u></p> <p>10.6 - Bank Mandate: Clerk confirmed that he had forwarded the bank mandate form to Barclays Bank PLC for processing.</p>	S/O	£159.20	Alan Kemp (July 2018 Salary)	200402	£39.80	HMR&C (Tax for Clerk)	200407	£58.00	W&WFC Contribution to weed spraying)	200408	£0.00	Cheque VOID)	200409	£465.00	Mr Keel (Grass Cutting)	200410	£10,710.00	MKC (Traveller Solution)	
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<p>11. To discuss the Parish Councils involvement in the possibility of delivering Landscape Services from 2020: 2856</p> <p>Clerk advised that he was in the process of establishing how many times that MKC cut the grass and empty our four waste bins in the village.</p> <p>It was also likely that a meeting will be held with MKC and all the Council's in the Danesborough Ward in July 2018.</p> <p><u>Therefore it was agreed to defer discussion on this topic until the September / October Parish Council meetings.</u></p>																			
<p>12. To conduct a Risk Assessment Review: 2857</p> <p>Clerk presented an updated copy of the Risk Assessment (issue 9) for the Parish Council which was reviewed and accepted by all present.</p> <p>Clerk to include as an agenda item at the March 2019 meeting.</p>																			
<p>13. To receive reports on the Community Centre: 2858</p> <p>It was noted that the Community Centre committee would be obtaining quotations in the future for consideration of installing double glazing and arrangements are also being made to have the hall floor cleaned and re-polished in the Autumn.</p>																			
<p>14. To review all Legal Documentation: 2859</p> <p>Clerk advised that he was in the process of reviewing and updating the following documents.</p> <ul style="list-style-type: none"> • Standing Orders – <u>To be updated based on a revised template from the National Association of Local Councils.</u> 	Clerk																		

<ul style="list-style-type: none"> • Financial Regulations – <u>To be updated based on a revised template from the National Association of Local Councils.</u> • Equality Policy – <u>No changes required.</u> • General Data Protection Regulation – Clerk confirmed that he had <u>registered the Parish Council with the Information Commissioner and that he was developing the required new documents for distribution and publishing on the website.</u> 	
<p>15. Councillors Report: 2860</p> <p>No issues were raised.</p>	
<p>16. Items for the next / future agendas.</p> <ul style="list-style-type: none"> • Risk Assessment – March 2019 	
<p>17. Date of Next Meeting:</p> <p>Future dates are noted below:</p> <ul style="list-style-type: none"> • Monday 3rd September 2018 – see note below: <p>Following discussion it was agreed to hold the meeting on the original date of the 3rd September 2018 without the Clerk. The reason the meeting date could not be changed is because of planned work in the Community Centre during week commencing the 10th September 2018. The Clerk agreed to prepare as normal for this meeting.</p> <p><u>There being no further business the meeting closed at 8.40 pm</u></p> <p>..... Chairman for Little Brickhill Parish Council</p>	