

**MINUTES** of the Meeting of **Great Brickhill Parish Council** held on  
**Tuesday 6<sup>th</sup> December 2016** at 7.30pm in the Parish Hall, Great Brickhill

**PRESENT:** Cllrs Mr C Leech (Chairman), Mr D Bratt, Mr R Kettle, Mr K Jackson  
Mrs W New, Ms B Wight, District Cllr Mr N Blake

**IN ATTENDANCE:** Mrs K Barker (Clerk), 4 members of the public were present

1018 **Apologies for absence** – Cllr Mr A Middleton, County Cllr Mrs J Blake

1019 **Minutes**

The minutes of the meeting held on the 1<sup>st</sup> November 2016 were approved. The Chairman proposed, seconded by Cllr Bratt the approval of the minutes as a true record, all agreed by those present and signed by the Chairman.

1020 **Declarations of Interest**

Cllr Leech - Finance Point 1023.2  
Cllr Bratt – Finance Point 1023.2  
Cllr Jackson – land at Green End Point 1026.1(non-pecuniary)  
Cllr Wight – Planning Point 1030.1.1

1021 **Matters arising**

There were no matters arising.

1022 **Reports (County and District Cllrs, other organisations)**

**County Cllr Blake**

County Cllr Blake was not present.

**District Cllr Blake**

District Cllr Blake spoke about the Vale of Aylesbury Local Plan and said that the submission has been delayed due to the debate regarding areas to be included. The case for a unitary authority will be submitted to the Department for Communities and Local Government, AVDC are looking towards a north and south unitary authority. The new Waterside North area is being jointly developed by AVDC and Bucks County Council. It will provide restaurant, apartments and a public square and will be completed in 2018,

1023 **Finance:**

1023.1 Bank balances:

<b>Barclays/Santander</b>	<b>£</b>
Community (Barclays)	27,076.78
Business Reserve (Barclays)	4,281.96
Business Premium (Barclays)	1,503.40
Investment Business Premium (Barclays)	0.04
Business Reserve (Santander)	54,603.16
Business Bond (Santander)	85,834.17
<b>TOTAL</b>	<b>173,299.51</b>

1023.2 Cllr Wight proposed, seconded by Cllr Jackson the approval of the following payments, all agreed:

<b>Cheque Number</b>	<b>Payee</b>	<b>£</b>
700511	K Barker – Salary	381.40
700511	K Barker – Expenses	67.81
700512	HMRC – Clerks Tax	95.40
700513	Turney Landscapes – grass cutting	750.00
700514	Aylesbury Mains – light repairs	75.72
700515	C Leech – reimburse for bench x 2	400.80
700515	C Leech – travel expenses (meetings)	34.20
700516	SLCC – membership	108.00
700517	CPM – play area inspections	90.00
700518	M S Landscapes – maintenance/gate/fence	195.00
700519	Marco Loxley – Youth Café	222.60
	Play Area	
700520	Safer Surfacing – play area materials	657.60
700521	D Bratt – reimburse for signs	124.26
700522	ROSPA – inspections	570.00

700523	Elite Lawn Solutions	12,348.00
700524	Lee Roff – works to play area	5,006.00
	<b>TOTAL</b>	<b>21,126.79</b>

1023.3 Other financial matters:

- 1023.3.1 Budget Report  
The Clerk gave a budget report to all Cllrs showing expenditure to date.
- 1023.3.2 Financial Regulations – updated version  
The Clerk to email the amended version to all Cllrs for the Parish Council to adopt along with all documents reviewed on a yearly basis in January/February.  
**(Action Clerk)**
- 1023.3.3 Budget 2017/18  
The Chairman proposed, seconded by Cllr Bratt to approve the budget and the precept of £29,910.00 for 2017/18, all agreed. The Clerk to return the precept request form to Aylesbury Vale District Council.  
**(Action Clerk)**

<b>INCOME</b>	<b>2017/18</b>
Precept	29,910.00
Bucks CC – mowing rebate	1,558.00
Total	31,468.00

<b>REGULAR EXPENDITURE</b>	<b>2017/18</b>
Clerks Salary (inc tax)	5,010.00
Clerks Office Expenses	600.00
Expenses (Cllrs)	100.00
Payroll Service	350.00
Grass Cutting	9,000.00
Street Lights (Electricity and Maintenance)	2,000.00
Audit Fees	500.00
Insurance general	1,608.00
Subscriptions	300.00
Newsletter	500.00
Cemetery/Churchyard	400.00
Contributions/Donations S/137	
Church Clock Maintenance	200.00
Dog Bins Emptying	1,000.00
Youth Café Expenses (expenses, equipment)	4,000.00
Hire of Parish Hall	1,000.00
Play area inspections	500.00
Play area maintenance	400.00
General Village Expenses (including VIC)	3,000.00
Legal contingency – Green End	1,000.00
<b>TOTAL</b>	<b>31,468.00</b>

- 1023.3.4 Parish Hall insurance  
The Clerk confirmed that the Parish Hall Committee has agreed to re-establish themselves as registered on the Parish Hall insurance and that they will pay for the insurance direct. She said that it was confirmed with the Internal Auditor that it was not necessary for the Parish Council to be registered on the insurance schedule and to pay the insurance on behalf of the Parish Hall Committee. This was agreed with all Cllrs during November and all the paperwork has now been passed to the Parish Hall Committee. The Clerk said that she has been informed that the insurance has been renewed for 2017/18.
- 1023.3.5 MUGA bookings income £60.00  
Noted by the Parish Council.
- 1023.3.6 The Clerk confirmed that the S106 money of £21,898.00 has been received in the Parish Council's bank account.

1024 **Review of Projects**

1024.1 Traffic Calming Measures - Lower Way

The Chairman said that he and Cllrs Kettle, New and Wight had a meeting to discuss the best way forward. A Local Area Technician will visit in the new year to give some guidance and discuss the Parish Council's ideas. The Chairman supplied a guide to traffic calming.

1024.2 Play Area – progress report

Cllr Bratt said that the sand which is required to be brushed into the artificial grass will be put down when the weather is warmer as the surface needs to be dry at the time to ensure correct application. The Clerk confirmed that the S106 money was applied for as soon as the play area was completed and this has now been received. Cllr Bratt said that an official opening will need to be arranged which will need to incorporate the trim trail and the Brickhills Rotary.

1025 **Village Improvements Committee**

The Chairman reported that he is awaiting delivery of the two benches agreed to be purchased at the November meeting.

1025.1 Mobile Vehicle Activated Signs

Nothing further to report.

1026 **Village Matters:**

1026.1 Land at Green End - Vale of Aylesbury Housing Trust

Nothing further to report.

1026.2 Public footpaths – progress (Access from Cricket Club to John Horncapps Lane/Pochards Lake to Cuff Lane

Cllr Jackson said that he has the draft permissive path agreement for the path from the Cricket Club to John Horncapps Lane which he will circulate. As soon as the document is agreed the work can be done. He said that he will obtain quotations for finger posts and that a new dog bin will be required. **(Action Cllr Jackson)**

The Chairman said that he will visit the records office to look at the Soulbury Parish map regarding the Pochards Lake to Cuff Lane footpath. **(Action Chairman)**

1026.3 Cuff Lane Residents parking signs

The Chairman said that the issue is on the Local Area Forum agenda.

1026.4 Parish Plan – for review

Resident Mark Stasiuk to arrange a meeting.

1026.5 Village Logo

The Chairman agreed to distribute the top three designs supplied by the school to the graphic designer and ask for her advice as to which design would be more suitable for use on Parish Council documents. **(Action Chairman)**

1026.6 New dog bin

The new dog bin is now in place.

1026.7 Village street lighting

1026.7.1 Bucks County Council letter regarding maintenance

The Chairman read out a letter from Bucks CC regarding the provision of street lighting to the parish. He said that Bucks CC would like to have a discussion with the parish how it provides for its highway lighting and how to keep costs to a minimum as well as other services that they provide. The Chairman agreed to contact Bucks CC to discuss this further. **(Action Chairman)**

1026.7.2 Aylesbury Mains quote to replace lantern on Lower Way

The Chairman said that a quotation has been received for £246.00 plus VAT. The Parish Council agreed not to replace the lantern for now and that they will need to consider more efficient lighting in the village, particularly LED's, in due course.

1026.8 School Parking – update

The Chairman said that the cost implications of putting white lines outside the school has been requested with Transport for Bucks as agreed at the November Parish Council meeting. He said that Matt Whincupp at Tfb has some queries and will be attending a site meeting in January and he will raise this with him then.

Cllr New said that she is working with other parents to gather as much information as possible to help with the parking issues. She said that a facebook page could be a possible idea or an information area on the village website could help.

- 1026.9 Bucks CC – streamlining local government  
The Chairman said that three representatives from Bucks County Council attended the meeting on 17<sup>th</sup> November. The proposal for a unitary authority has been submitted to Central Government.
- 1026.10 Pre-School – permanent mark making surface  
Cllr Bratt said that a request has been put forward for a permanent marking surface for the pre-school in the play area. The Parish Council agreed that no permanent fixture or surface is allowed to be put in place and that only an easel type surface can be used which can then be put away when not in use.
- 1026.11 Post Office – outreaches service  
The Clerk confirmed receipt of a letter from the Post Office about the temporary closure of the outreach services. The Post Office are investigating the options available which will enable them to reinstate a service to the outreach communities. This was noted by the Parish Council.

1027 **Youth Café**

- 1027.1 Attendance and member locations information  
Cllr Bratt said that he will be meeting with Marco Loxley shortly.

1028 **Play Areas (also see projects)**

- 1028.1 CPM Inspection Reports  
These were circulated and noted by the Parish Council.
- 1028.2 ROSPA Inspection Reports/post inspection  
Cllr Bratt said that there were some minor issues which have now been rectified. The rope on the new play equipment has to be shortened which the manufacturer has agreed to and the Village Improvements Committee will remove the ropes on the tree in the play area. The ground under the swings is also in need of repair and maintenance.

1029 **Public Participation** (see end of minutes)

1030 **Planning:**

- 1030.1 Planning Applications:
- 1030.1.1 16/03840/APP – Land at Mill Lane – change of use from agricultural land to sports field and provision of car park. The Parish Council support the application with the following comments:
- Mill Lane is a single lane road and there should be no parking along the road. Adequate parking provision must be provided on the site itself.
  - Provision must be made for an adequate footpath and cycleway from the centre of the village - the existing cricket pitch to the new cricket field - as the road down Manor Hill from the village to Mill Lane is unsafe for pedestrians.
  - The access road into the site should be strengthened to protect an existing water supply.
- 1030.1.2 16/03812/APP – 36 Pound Hill – two storey side extension with dormer window to front elevation. The Parish Council support the application.
- 1030.1.3 16/03950/APP – 7 Lower Way – two storey rear extension (amendment to approved planning permission ref 15/03004/APP). The Parish Council support the application.
- 1030.1.4 16/03994/APP – Highfield, 100 Galley Lane – change of use permission from a Day Nursery to a Residential Care Home for adults with learning disabilities. The Parish Council support the application.
- 1030.2 Appeals
- 1030.2.1 16/00028/REF – Lane at Valley Farm, Soulbury  
Noted by the Parish Council.
- 1030.3 Decisions:
- 1030.3.1 16/03731/AGN – Land at Galley Lane – erection of agricultural building for grain store. Refused. Noted by the Parish Council.
- 1030.3.2 16/01527/APP – Bryerley Springs Farm, Galley Lane – erection of steel framed barn to house riding school ponies. Approved. Noted by the Parish Council.

- 1030.3.3 16/03255/APP – Cloverhill House, Ivy Lane – demolition of existing dwelling, erection of replacement dwelling with detached garage and relocation of vehicular access. Approved. Noted by the Parish Council.
- 1030.3.4 16/03153/APP – Claremont, Ivy Lane – single storey rear extension and addition of dormer window. Creation of bedroom in roofspace. Addition of rooflight. Approved. Noted by the Parish Council.

1030.4 Other Planning Matters:

- 1030.4.1 Development Control Meetings  
A meeting regarding Eaton Leys is likely to be held in due course.
- 1030.4.2 15/02201/AOP – Eaton Leys - Land west of A4146, South of Watling Street  
COBRA have suggested that Great Brickhill Parish Council write to the Secretary of State for Communities and Local Government to object to the application. Cllr Wight agreed to look in to it further and draw up a letter for the Clerk to send.  
**(Action Cllr Wight/Clerk)**
- 1030.4.3 Orchard Mill – development query  
Nothing to report.
- 1030.4.4 Great Firs – quad biking – 15/02585/APP  
Nothing to report.
- 1030.4.5 Galley Cottage, Galley Lane  
Nothing to report.
- 1030.4.6 16/03731/AGN – Willow Farm – absence of information November meeting  
This was noted by the Parish Council.

1031 **Correspondence**

The Chairman summarised the correspondence, to be included in the Circulation Folder.

1032 **Matters for the newsletter**

Date of next Parish Council meeting 10<sup>th</sup> January, street lighting

1033 **Date of next meeting – Parish Council Meeting - Tuesday 10<sup>th</sup> January 2017 at 7.30pm**

1034 **The meeting closed at 9.50pm**

**Minute of Public debate**

Resident, Mr Turner said that the table in the Spinney needs levelling out. He also spoke about the maps which have now been framed. These will go on the wall in the meeting room. The Parish Council thanked Mr Maley for donating the maps and Mr Head and Mr Turner for paying for the new frames. Mr Turner thanked Cllr Bratt and Paul Murray for their hard work in arranging for the new play area facility.

Cllr Bratt said that High Ash School will be holding an opening event of their new school restaurant on 13<sup>th</sup> January.

Resident, Mr Stasiuk said that the bolt heads are raised on a piece of the new play equipment which may cause injury. Cllr Bratt said he will look at it. Mr Stasiuk said that the Parish Hall Committee AGM will be held on 17<sup>th</sup> January at 7.30pm. He said that he does not agree that the Parish Hall insurance should be arranged by the Parish Hall Committee and that this should be a Parish Council responsibility and he will look in to it further.

A representative on behalf of the planning application 16/03994/APP – Highfield, 100 Galley Lane – change of use permission from a Day Nursery to a Residential Care Home for adults with learning disabilities, attended the meeting and gave a presentation.