

MINUTES of the Meeting of **Great Brickhill Parish Council** held on
Tuesday 5th July 2016 at 7.30pm in the Parish Hall, Great Brickhill

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

IN ATTENDANCE: Mrs K Barker (Clerk), 1 member of the public was present

942 **Apologies for absence** – Cllr Mr A Middleton, County Cllr Blake, District Cllr Blake

943 **Minutes**

The minutes of the meeting held on the 7th June 2016 were amended at Point 933.7 and then approved. Cllr Bratt proposed, seconded by the Chairman the approval of the minutes as a true record, all agreed by those present and signed by the Chairman.

944 **Declarations of Interest**

Cllr Jackson – land at Green End Point 950.3 (non-pecuniary)

945 **Matters arising**

There were no matters arising.

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

County Cllr Blake

County Cllr Blake was not present.

District Cllr Blake

District Cllr Blake was not present.

The Clerk reported that the AVDC Cabinet Meeting will be held at the Cricket Club on Tuesday 6th September at 5.30pm and residents are invited to attend when they can meet the cabinet members and ask questions of the seven portfolio holders and officers. The proper meeting will start at 6.30pm.

947 **Finance:**

947.1 Bank balances:

Barclays/Santander	£
Community (Barclays)	79,387.42
Business Reserve (Barclays)	4,281.43
Business Premium (Barclays)	1,023.27
Investment Business Premium (Barclays)	0.04
Business Reserve (Santander)	54,528.04
Business Bond (Santander)	85,834.17
TOTAL	225,054.37

947.2 The Chairman proposed, seconded by Cllr Kettle the approval of the following payments, all agreed:

Cheque Number	Payee	£
700461	K Barker – Salary	295.48
700461	K Barker – Expenses	34.83
700462	HMRC – Clerks Tax	73.80
700463	Metrosigns – case and lectern	765.60
700464	Rospa Playsafety – inspection	84.00
700465	E M Maley – Remembrance Day Wreath	25.00
700466	Turney Landscapes – grass cutting	750.00
700467	Playtop – play area equipment (Toddler)	2,034.00
700468	Marco Loxley – Youth Café	250.13
700473	Playdale – play area equipment	16,424.14
700474	CPM – play area inspections	90.00
700475	E.on – electricity bill	310.29
	TOTAL	21,137.27
	August payments post dated 2/8/16	
700469	K Barker – Salary	295.48
700469	K Barker – Expenses	21.61
700470	HMRC – Clerks Tax	73.80

700471	Turney Landscapes – grass cutting	750.00
700472	Marco Loxley – Youth Café	228.00
	TOTAL	1,368.89

947.3 Other financial matters:

947.3.1 Budget Report

The Clerk gave a budget report to all Cllrs showing expenditure to date.

947.3.2 Bank Accounts

947.3.2.1 Bond – matured 1st April 2016

The decision as to whether to open a further Bond is pending the outcome of the traffic calming decisions in Lower Way.

947.3.3 Internal Audit Report

947.3.3.1 Internal Controls

The Clerk said that a Cllr will need to carry out internal checks which will include checking the bank reconciliation against the bank statement and finance book on a quarterly basis. The Chairman proposed, seconded by Cllr Jackson for Cllr New to act as the Internal Control Cllr, all agreed.

947.3.3.2 Financial Regulations – updated version

The Clerk to obtain the new version for the September meeting.

(Action Clerk)

948. **Review of Projects**

948.1 Footpath/Traffic Calming Lower Way

The Chairman said that he has given further consideration to the footpath project and has come to the conclusion that, in his opinion, the Parish Council cannot continue with the footpath project due to the significant cost. The Parish Council does not have enough money in the budget to cover the cost particularly as VAT needs to be included in the budget until this is refunded by HMRC. He said that other options will need to be considered. This opinion was concurred by the Cllrs present. Cllr New said that traffic calming measures need to be put in place to make it safer to walk along Lower Way. She stressed that it is important that the Parish Council carefully considers what traffic calming measures are appropriate and confirmed that Tfb would need to undertake a survey when the Parish Council have looked at and agreed on traffic calming options. The Chairman asked all Cllrs to give consideration to traffic calming ideas by the September meeting. The Chairman agreed to write an article for the newsletter explaining the Parish Council's decision not to proceed with the footpath.

(Action Chairman)

948.2 Toddler Play Area – progress report

Cllr Bratt spoke about the surfacing options. He reported that it has been agreed by AVDC that the Parish Council can use the S106 money towards the project but it will not be released until a site inspection of the new play area has been undertaken. The Clerk suggested that the budget of £1,096 allocated to the loan repayment should be transferred to the Toddler Play Area budget as the loan has been repaid. This will cover the shortfall as reported at the June meeting. This was agreed by the Parish Council.

(Action Clerk)

949. **Village Improvements Committee**

949.1 Poors Acre

949.1.1 Information Board – progress

The lectern and stand has been collected and installed by Cllr Kettle but the information board has been put in place but the printing edge is not clearly visible. The Chairman proposed, seconded by Cllr Jackson to re-print the information board at a cost of £64.80 including VAT, all agreed.

(Action Chairman)

949.1.2 Disputed position of fence

Cllr Wight confirmed that she has emailed the resident concerned requesting a meeting to discuss the matter further.

949.2 Mobile Vehicle Activated Signs

The Chairman said that one of the signs needs to be monitored as it may not be working correctly.

950. **Village Matters:**

950.1 Village works

Potholes, drains and flooding were discussed. The Parish Council agreed to remove the item from the agenda for the time being.

- 950.2 Trim Trail progress report
The equipment will be installed along with the new Toddler Play Area.
- 950.3 Land at Green End - Vale of Aylesbury Housing Trust
The Chairman said that VAHT will not help the Parish Council pursue 'adverse possession' but it will not object. He said he will look in to it further. Turney Landscapes have quoted £150 per month to cut the grass. Cllrs agreed that that this price is too high. The Chairman proposed, seconded by Cllr Bratt to agree to a maximum cost of £100 per month to cut the grass at Green End, all agreed. The Chairman agreed to approach Turney Landscapes to request a reduction in their quotation. **(Action Chairman)**
- 950.4 Brown Tourist Signs
Cllr Wight said that she has requested that the signs in the middle of the village for Bryerley Springs and the Three Locks Golf Club are moved. Traffic for the golf club should not be directed through the village but should be directed from the A4146.
- 950.5 Public footpaths – progress (Access from Cricket Club to John Horncapps Lane/Pochards Lake to Cuff Lane
Nothing further to report.
- 950.6 Defibrillator – training
Weekly checks are being carried out and training is still to be organised.
- 950.7 Parish Plan – for review
Resident Mark Stasiuk has agreed to undertake an interim review of the current plan and suggest some changes. An article to be placed in the Leighton Buzzard Observer and the newsletter asking for volunteers in the village to form a committee to undertake a full review of the plan.
- 950.8 Village Logo
An article to be put in the newsletter and the school contacted for ideas for the village logo. It was agreed to ask a village resident to draw up a logo from any suitable ideas submitted.
- 950.9 Best Kept Village Competition
Nothing to report.
- 950.10 New dog bin
The Chairman proposed, seconded by Cllr Kettle to purchase a dog bin at a cost of £376.14, for 52 empties a year at £72.02 including VAT, all agreed. The Chairman to supply a map of the proposed location for the new dog bin for the Clerk to submit to AVDC along with an order. **(Action Chairman/Clerk)**
- 950.11 Remembrance Day wreath/attendance
Cllr Kettle agreed to attend the service on behalf of the Parish Council.
- 950.12 Parish Hall refurbishment
Cllr Bratt said that the Parish Hall Committee has given some thought to the refurbishment of the Parish Hall. He said that they would like to make the main hall totally self sufficient particularly for the play group and would like to install children's toilet facilities. He said that they would also like to replace the windows as the existing ones are at the end of their design life, purchase new tables and chairs, provide AV facilities in the new meeting room and refurbish the upstairs Val Hartwell room. The Parish Council were asked to consider supplying some funding towards the project when drawing up their budget for 2017/18.

951. **Youth Café**

- 951.1 Attendance and member locations information
Cllr Bratt said that the information has not yet been obtained as Marco Loxley was injured recently at the hall when the boiler blew up. Marco suffered some burns but he is now on the mend. Cllr Wight agreed to contact the insurance company, Aon to ascertain what procedures the Parish Council need to follow. The Clerk to supply the insurance details to Cllr Wight. **(Action Cllr Wight/Clerk)**

952. **Play Areas (also see projects)**

- 952.1 Rospa Inspection Report – junior play area
The report was noted by the Parish Council. Cllr Bratt said that the minor items notified will be rectified.
- 952.2 CPM inspection reports.
The reports were noted by the Parish Council. The Chairman said that the reports were mainly concerned with the toddler play area which will be replaced shortly.

953. **Public Participation** (see end of minutes)

954. **Planning:**

- 954.1 **Planning Applications:**

954.1.1 16/01914/APP – Land at Battle Hills Farm, Watling Street – upgrade of telecommunications apparatus. The Parish Council support the application.

954.1.2 16/02301/APP – 36 Rotten Row – enclose existing open porch – open through to house. The Parish Council support the application.

954.1.3 16/02127/APP – White Knights, Heath Road – two storey and single storey side and rear extension with basement garage. The Parish Council has no objection to the application.

954.2 **Decisions:**

954.2.1 16/01357/APP – 48 Green End – single storey porch extension to rear of house. Approved. Noted by the Parish Council.

954.3 **Appeals:**

954.3.1 Valley Farm, Soulbury. Noted by the Parish Council.

954.4 **Other Planning Matters:**

954.4.1 Development Control Meetings

No meetings were held.

954.4.2 15/02201/AOP – Eaton Leys - Land west of A4146, South of Watling Street

Nothing further to report.

954.4.3 Orchard Mill – development query

Cllr Wight said that she is waiting to hear from Philip Dales at AVDC.

954.4.4 Great Firs – quad biking – 15/02585/APP

The Chairman said that he will make further enquiries.

(Action Chairman)

955 **Correspondence**

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

956 **Matters for the newsletter**

AVDC Cabinet Meeting, Play Area Refurbishment to take place end July/August.

957 **Date of next meeting – Parish Council Meeting - Tuesday 2nd August 2016 (Planning only)
Tuesday 6th September 2016 at 7.30pm**

958 **The meeting closed at 9.30pm**

Minute of Public debate

Resident, Mr Mark Stasiuk suggested that the Best Kept Village Certificates are put in frames in the Parish Hall.