

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

PRESENT: Cllrs Ms B Wight (Chair), Mr R Kettle, Mr C Leech, District Cllr Mr N Blake

IN ATTENDANCE: Mrs K Barker (Clerk), 3 members of the public were present

894 **Apologies for absence** – Cllrs Bratt, Jackson, Middleton, County Cllr Mrs J Blake

894.1 Resignation

The Chair confirmed that Cllr Barnett has resigned. The Clerk confirmed that AVDC has been informed and a vacancy notice has been placed on the noticeboards.

895 **Minutes**

The minutes of the meeting held on the 1st March 2016 were approved. The Chair proposed, seconded by Cllr Kettle the approval of the minutes as a true record, all agreed by those present and signed by the Chair.

896 **Declarations of Interest**

Cllr Leech Finance Point 899.2

897 **Matters arising**

There were no matters arising.

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

County Cllr Blake

District Cllr Blake spoke on behalf of County Cllr Blake. He said that work to repair the bridge at Partridge Hill has been completed but there will be further disruption as the highway needs to be tidied up.

District Cllr Blake

District Cllr Blake gave his report. He said that Great Brickhill is on BDUK's list for broadband installation and it is hoped that Great Brickhill is high on the list. If this is not the case Great Brickhill may be added to the Aylesbury Vale Broadband list. The Vale of Aylesbury plan will be going out for consultation in May. Significant housing growth is planned around Aylesbury, Buckingham, Haddenham and Winslow. The Council's unitary debate is still ongoing. The Bucks Herald is running a series of articles on the issue.

899 **Finance:**

899.1 Bank balances:

Barclays/Santander	£
Community (Barclays)	40,833.18
Business Reserve (Barclays)	4,280.90
Business Premium (Barclays)	1,023.14
Investment Business Premium (Barclays)	0.04
Business Reserve (Santander)	54,470.55
Business Bond (Santander)	85,000.00
TOTAL	185,607.81

899.2 Cllr Kettle proposed, seconded by the Chair the approval of the following payments, all agreed:

Cheque Number	Payee	£
700428	K Barker – Salary	359.80
700428	K Barker – Expenses	38.61
700429	HMRC – Clerks Tax	89.80
700430	Marco Loxley – Youth Café	158.78
700431	C Leech – re-imb for printing Poors Acre sign	64.80
700432	Goodfellers – hedge work	750.00
700432	Goodfellers – hedge work	370.00
700433	Bucks Best Kept Village Competition	20.00
700434	Aon – additional premium re Parish Hall	49.19
700435	Aylesbury Mains – light repairs	68.76
700436	Copywrite – newsletter funding	500.00
700437	CPM – play area inspections	90.00
700438	e.on – electricity bill	310.59
700439	GB Parish Hall Committee-hall hire winter term	225.00
700439	GB Parish Hall Committee-hall hire spring term	292.50

700440	Barbara Osborne – payroll	58.50
	TOTAL	3,446.33

899.3 Other financial matters:

899.3.1 Budget Report

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

899.3.2 Bank Accounts

899.3.2.1 Change of mandate/signatories - Santander

The Clerk to contact the Account Manager at Santander to ascertain whether any more forms need completing and arrange for the submission of the remaining documents for the mandate change. **(Action Clerk)**

899.3.2.2 Closure of Barclays account

The closure of the Barclays account is pending.

899.3.2.3 Santander Bond

The Clerk confirmed that the Bond matured on 1st April 2016. Cllrs discussed whether to open a new Bond and agreed to defer making a decision until the financial implications of the Lower Way footpath are known.

899.3.3 MUGA bookings income - £62.50

Noted by the Parish Council.

899.3.4 VAT Refund query

The Clerk reported that she had sent the VAT refund form to HMRC at the beginning of March but that the refund has not yet been received in the Parish Council's bank account. She said that the amount is over £17,000 and she will look in to it. **(Action Clerk)**

899.3.5 External audit 2015/16

The Clerk reported that she has received the audit paperwork and this will need to be approved and signed at either the May or June meeting.

900 **Review of Projects**

900.1 Footpath Lower Way – Phase 2

The Chair said that she and Cllr Leech met with Keith Burns of Tfb. The survey undertaken highlighted the utility works needed to be undertaken. The maximum cost for the new footpath will be in the region of £183,000 but it is more likely that the cost will be in the region of £170,000, hopefully less. Cllrs agreed that the village residents need to be consulted before a commitment to spend the money is made. It was agreed that a consultation document be drawn up and distributed throughout the village.

900.2 Parish Hall car park

900.2.1 Signs

The signs have been ordered and paid for by Cllr Bratt. Cllr Bratt to be reimbursed.

900.2.2 Block paving – damaged bricks

Nothing to report.

900.3 S106 monies/creation or improvement of local sport and leisure facilities

900.3.1 New toddler play area

The Clerk confirmed that the work to the conifers and holly has been undertaken by Goodfellers as arranged by Cllr Bratt. She said that no grant money has yet been received in respect of the new toddler play area. Cllr Bratt has submitted the S106 claim form.

901 **Village Improvements Committee**

Cllr Leech reported that the resident at the Old Rectory has thanked the VIC for removing the ivy from the wall on the corner of Manor Hill and John Horncapps Lane.

901.1 Poors Acre

901.1.1 Information Board

Cllr Leech displayed the new board. He said that it will need to be mounted on a lectern which will cost £390 with the stand costing £240. The Chair proposed, seconded by Cllr Leech to purchase a lectern and stand, all agreed.

901.1.2 Disputed position of fence

The Chair said that she has spoken to the owner of Blue Gates Farm and he did not believe that the fence was in the wrong position and would be happy to discuss it further with the Parish Council.

901.2 Foxhole

901.2.1 Footpath progress

Nothing further to report.

901.3 Mobile Vehicle Activated Signs

Cllr Leech proposed that two bracket kits be purchased at a cost of £24.90 each, seconded by the Chair, all agreed. Cllr Leech said that the Galley Lane sign has been vandalised and he has done

some minor repairs. He agreed to contact SWARCO regarding repair or replacement of the sign with a view to considering a claim on the insurance.

901.4 Litter Pick

The Chair reported that the event went well and that there were less sacks collected this year.

902 **Village Matters**

902.1 Schedule of works

902.1.1 Sycamore Trees – Rotten Row

An email was received from a Resident concerning the felling of large sycamore trees in Rotten Row. The trees were assessed by Bucks CC and it was agreed that they should be felled. The work was started towards the end of last year but the work has now ceased leaving the tallest, most unsafe trees still standing. Cllr Leech said that he has contacted Tfb and they have confirmed that the trees will be removed but there is presently no timescale for removal. The Clerk to write to the Resident. **(Action Clerk)**

902.2 Trim Trail progress report

Nothing to report.

902.3 Grass cutting

Cllrs Leech and Kettle met with the new Contractor, Turney Landscapes and toured the village. It was noted that there are some cars parked close to areas to be cut which could cause an obstruction. Cllrs agreed that clarification is needed regarding the Vale of Aylesbury Housing Trust land at Green End as the Parish Council has been cutting the grass. The Clerk was asked to contact Vale of Aylesbury Housing Trust to arrange a meeting. **(Action Clerk)**

902.3.1 Grass Cutting Contractor

The Clerk confirmed that Turney Landscapes have returned the signed grass cutting documents. A copy signed on behalf of the Parish Council to be returned to them. The Clerk said that references have been taken up. **(Action Clerk)**

902.4 Boundary with Soulbury

The Clerk reported that a letter has been received from Soulbury Parish Council confirming that they do not feel a boundary change is necessary. It was agreed to take the item off the agenda.

902.5 Old Red Lion – Asset of Community Value

The Chair said that she is looking in to it.

902.6 Brown Tourist Signs

The Chair to follow up with David Cairney at Tfb.

902.7 Broadband

See District Cllr Blake report.

902.8 Weight restriction – Little Brickhill Lane

The Chair has chased Tfb for their response.

902.9 Public footpaths

902.9.1 Access from Cricket Club to John Horncapps Lane

902.9.2 Pochards Lake to Cuff Lane

Nothing further to report.

902.10 Three Trees Noticeboard

Cllrs agreed to look in to replacing the noticeboard.

902.11 Defibrillator – registration

The Chair said that she has been told that the defibrillator is registered but she is still waiting for the Ambulance Service to make contact to confirm that the equipment is now live. She said that she has chased it up again.

902.12 Parish Plan – for review

The Chair, Clerk and Mark Stasiuk agreed to meet to review the parish plan. A date to be agreed.

902.13 Village Logo

The Chair said that she will circulate the samples drawn up by Lisa Jenkins. **(Action Chair)**

902.14 Best Kept Village Competition

The Clerk to complete and submit the application form. **(Action Clerk)**

902.15 Queens 90th birthday – lighting of beacon

The Chair confirmed that the beacon will be lit at 7.30pm on 21st April in Great Brickhill.

902.16 Annual Meeting of the Parish – Tuesday 3rd May at 8.00pm

The Clerk to send invitations to village organisations. **(Action Clerk)**

903 **Youth Café**

903.1 Attendance and member locations information

The Chair said that she will contact Marco Loxley to request that the information is supplied on a monthly basis. **(Action Chair)**

- 904 **Play Areas (see also projects)**
- 904.1 ROSPA Annual Inspections - Inspection of Toddler Play Area/Junior Play Area (May 2016)
The clerk confirmed that the cost of the annual inspection for the Junior Play Area only in May will cost £66.50. The cost of a post installation inspection of the new Toddler Play Area around mid July will cost £395.00. The Chair proposed, seconded by Cllr Leech that the May inspection should go ahead as usual but that further consideration be given to the post installation inspection due to the high cost.
- 904.2 CPM Inspection Reports for March
The reports were noted.
- 905 **Public Participation** (see end of minutes)
- 906 **Planning:**
- 906.1 **Planning Applications:**
- 906.1.1 16/00708/APP – Land at Battle Hills Farm, Watling Street – upgrade of telecommunications apparatus. The Parish Council support the application.
- 906.1.2 16/00881/APP – Lane End, Church Lane – single storey rear extension. The Parish Council support the application.
- 906.1.3 16/00539/APP – 37 Lower Way – new front porch; single storey side extension and rear extension to replace existing conservatory. The Parish Council support the application.
- 906.1.4 16/01111/APP – 51A Lower Way – single storey front extension to garage. The Parish Council support the application.
- 906.2 **Decision made after March Parish Council Meeting (site meeting):**
- 906.2.1 16/00339/APP – 15 Holts Green – Parish Council decision made at the site meeting. The Parish Council objected to the application.
- 906.3 **Decisions:**
- 906.3.1 16/00088/APP – 27 Rotten Row – part conversion of attached garage in to habitable accommodation. Extension of thatched roof. Removal of front garage projection. Approved. Noted by the Parish Council.
- 906.3.2 16/00093/COUAR – Barns at Paper Mill Farm, Bragenham Side – determination as to whether prior approval is required in respect of transport and highway impact, noise, contamination risk, flooding and locational considerations for the conversion of barn in to one dwelling and associated operational development including demolition of adjacent barn and change of use of land to garden and parking spaces (Class Q (a)) and in relation to design and external appearance of the building (Class Q (b)). Refused. Noted by the Parish Council.
- 906.3.3 16/00215/APP – 18 Lower Way – two storey rear extension and new porch to side. Approved. Noted by the Parish Council.
- 906.3.4 15/04279/APP – Hillside Nursery, Ivy Lane – removal of existing barn and replacement with new agricultural building. Approved. Noted by the Parish Council.
- 906.4 **Other Planning Matters:**
- 906.4.1 Development Control Meetings
No meetings were held.
- 906.4.2 15/02201/AOP – Eaton Leys - Land west of A4146, South of Watling Street
Nothing to report.
- 906.4.3 Orchard Mill – development query
The Chair said that the change of use of the land and the work already undertaken requires planning permission. The owner has been given 7 days to agree a programme either to return the land to its original state or to submit a planning application.
- 907 **Correspondence**
The Chair summarised the correspondence, to be included in the Circulation Folder.
- 908 **Matters for the newsletter**
Lower Way footpath, defibrillator, parking obstructions and grass cutting, Annual Meeting of the Parish

909 **Date of next meeting – Annual Meeting of the Parish Council Tuesday 3rd May 2016 at 7.00pm**
Annual Meeting of the Parish Tuesday 3rd May 2016 at 8.00pm

910 **The meeting closed at 9.32pm**

Minute of Public debate

A Residents email was read out requesting a new dog bin in the region of the green below the Old Red Lion or near to the Three Trees. To be put on the June agenda. **(Action Clerk)**

Resident, Mr Mark Stasiuk, suggested the continuation of the laurel hedge in the car park to conceal some areas. He said that the cost would be in the region of £75. To be added to the June agenda.

MINUTES of the Annual Meeting of the Parish of Great Brickhill held on
12th May 2015 at 8.00pm in the Parish Hall, Great Brickhill

PRESENT: Cllrs Wight (Chair), Mr G Barnett, Mr D Bratt, Mr C Leech, Mr R Kettle
District Cllr N Blake

IN ATTENDANCE: Mrs K Barker (Clerk), 12 members of the public

1. **Apologies for absence** – County Cllr J Blake
2. **Minutes.** Cllr Bratt proposed, seconded by Cllr Wight the approval of the minutes of the meeting held on 6th May 2014, all agreed.
3. **Matters arising:**
No matters were arising.
4. **Chairmans Report**
The Chair gave a report. See attached.
5. **County Councillors Report**
District Cllr Blake gave a report on behalf of County Cllr Blake. See attached report.
6. **District Councillors Report**
District Cllr Blake gave a report. He said that he has been nominated as leader of the Council and is working to reshape the cabinet. £2.5m of savings were made in the last year giving a total of £11m over the last 5 years. AVDC won the Entrepreneurial Council of the year award which was a great achievement. The Aylesbury Vale Broadband Group has been formed to speed up the broadband installation process. A superfast broadband pilot scheme is being driven by AVDC in the North Marston and Granborough area. The aim is that the initial investment will be used to generate future revenue that can then be reinvested into rolling out superfast broadband in other areas. An application has been made for AVDC to become a unitary authority and negotiations are continuing for commercial development south east of Aylesbury. This will fund an eastern link road. The local plan is being drawn up which will help to ascertain areas for growth. The next 4 years will be difficult but AVDC should then be fitter, leaner and in good shape.
7. **Newsletter**
The Clerk gave a report on behalf of the newsletter editors. See attached report.
8. **Police Report**
PC Frank Callaghan gave a report. Crimes reported in the village included the theft of power tools, criminal damage, theft from vehicles, burglary non-dwelling, assault and a theft from a dwelling.
9. **Charity Trustees Accounts to 31st December 2014**
Mr A Smith gave a report. See attached report.
10. **Village Improvements Committee**
Cllr Leech gave a report. See attached report. The Committee were thanked for all their hard work.
11. **Parochial Church Council Report**
Mrs P Cook gave a report. See attached report.
12. **Parish Hall Committee Report**
Cllr D Bratt gave a report on behalf of the Chairman of the Parish Hall Committee, Mr Mark Stasiuk. He said that it had been a difficult year due to the flood but this has been now been rectified. The Youth Café now use the hall on a Friday and this is working well. The hall is well used by all village organisations. The Committee were thanked for their hard work particularly Debbie Pincott and Marion Morton.
13. **Tennis Club Report**
Mr David Bratt gave a report. See attached report.
14. **Cricket Club Report**
Mr Mike Slatter gave a report. See attached report.
15. **High Ash School Report**
Mrs Vicky Howley gave a report. The school try to educate children with a strong Christian ethos. The school has been very active during the past year with many events taking place. The school are legally

obliged to provide free school meals and the school put in an application for funding to the Department for Education for a dining room and kitchen. The funding was granted and the project is in the planning stage. A new national curriculum has been put in place since September 2014. Events held have included arts week, open mornings, fathers Friday, summer fayre, first aid, educational visits to various venues. Pupils consistently perform above average and have been successful in sports including netball, badminton, hockey and basketball. Awards have included the Silver Sainsbury Kite Mark Award and gold awards for music, dance and drama. The school also took part in choir events and a wide range of extra curricular activities.

16. **Public Participation:**

A resident said that they were sad to see poor attendance at the Annual Meeting.

SIGNED: DATE:

MINUTES of the Annual Meeting of **Great Brickhill Parish Council** held on
Tuesday 3rd May 2016 at 7.00pm in the Parish Hall, Great Brickhill

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

IN ATTENDANCE: Mrs K Barker (Clerk), 3 members of the public were present

911 Election of Chairman and Vice Chairman

Election of Chairman – Cllr Wight proposed Cllr Leech be elected as Chairman. Cllr Kettle seconded the motion. There being no other nominations and Cllr Leech being willing to accept, he was duly appointed as Chairman of Great Brickhill Parish Council.

Election of Vice-Chairman – Cllr Kettle proposed Cllr Wight be elected as Vice-Chairman. Cllr Middleton seconded the motion. There being no other nominations and Cllr Wight being willing to accept, she was duly appointed as Vice-Chairman of Great Brickhill Parish Council.

912 Apologies for absence – None

912.1 Parish Councillor Cooption

Cllr Bratt proposed that Mrs Wendy New be co-opted onto the Council as a Parish Councillor, seconded by Cllr Wight. The co-option was agreed. Cllr New signed a Declaration of Acceptance of Office and was given the Pecuniary Interests form to complete along with the Code of Conduct.

913 Minutes

The minutes of the meeting held on the 5th April 2016 were approved. The Chairman proposed, seconded by Cllr Wight the approval of the minutes as a true record, all agreed by those present and signed by the Chairman.

914 Declarations of Interest

Cllr Bratt Finance Point 917.2

915 Matters arising

There were no matters arising.

916 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.

917 Finance:

917.1 Bank balances:

Barclays/Santander	£
Community (Barclays)	55,756.23
Business Reserve (Barclays)	4,280.90
Business Premium (Barclays)	1,023.14
Investment Business Premium (Barclays)	0.04
Business Reserve (Santander)	54,487.16
Business Bond (Santander)	85,834.17
TOTAL	201,381.64

917.2 The Chairman queried the payments made to the Parish Hall Committee for the hall hire at the last meeting. The Clerk said that she will look in to it. Cllr Wight proposed, seconded by the Chairman the approval of the following payments, all agreed: **(Action Clerk)**

Cheque Number	Payee	£
700441	K Barker – Salary	295.48
700441	K Barker – Expenses	59.83
700442	HMRC – Clerks Tax	73.85
700443	Aylesbury Mains – light repairs	126.36
700443	Aylesbury Mains – light repairs	122.28
700444	Aon – insurance renewal	1,451.02
700445	D Bratt – reimburse for signs	111.17
700446	Swarco – mobile signs brackets	77.76

700447	Turney Landscapes – mowing/strimming	750.00
700448	Marco Loxley – Youth Café	227.81
	TOTAL	3,295.53

917.3 Other financial matters:

917.3.1 Budget Report

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

917.3.2 VAT Refund £17,813.39 received

Noted by the Parish Council.

917.3.3 Insurance renewal

The Clerk said that she has sent for an alternative insurance quotation. As there is no increase in premium, the Parish Council agreed to approve the 2016 insurance premium from Aon and the Clerk to await the quotation. **(Action Clerk)**

917.3.4 Precept and grant – first half received £13,505.00

Noted by the Parish Council.

917.3.5 Ringway Jacobs – feasibility study invoice query

The Clerk said that a second invoice has been received in respect of the footpath survey which will increase the cost agreed by the Parish Council. Cllr Wight said she is looking in to the query. **(Action Cllr Wight)**

917.3.6 Vale of Aylesbury Housing Trust grant – cheque for £22,000 received

The Clerk confirmed receipt of a cheque for £22,000 from the Village Hall Committee. This is in respect of the grant received by the PHC from the Vale of Aylesbury Trust applied for by Cllr Bratt for the new Toddler Play Area.

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

919 **Planning:**

919.1 **Planning Applications:**

919.1.1 16/01357/APP – 48 Green End – single storey porch extension to rear of house

The Parish Council support the application.

919.2 **Decisions:**

919.2.1 16/00708/APP – Land at Battle Hills Farm, Watling Street – upgrade of telecommunications apparatus. Approved. Noted by the Parish Council.

919.2.2 16/00543/APP – High Ash Church of England School – installation of detached pre-fabricated modular kitchen and dining room. Approved. Noted by the Parish Council.

919.3 **Appeals:**

919.3.1 Planning Appeal Ref: 16/00028/REF(14/03724/AOP) – Land at Valley Farm, Leighton Road, Soulbury. Noted by the Parish Council.

919.4 **Other Planning Matters:**

919.4.1 Development Control Meetings

No meetings were held.

919.4.2 15/02201/AOP – Eaton Leys - Land west of A4146, South of Watling Street

Nothing to report.

919.4.3 Orchard Mill – development query

Cllr Wight reported that Philip Dales in the Planning Department is dealing with the issue as there is some confusion over permitted development rights.

920 **Parish Council Administration**

920.1 Data Protection Policy

The Chairman proposed, seconded by Cllr Wight to adopt the Data Protection Policy, all agreed.

921 **Correspondence**

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

922 **Matters for the newsletter**

Best Kept Village Competition, Toddler Play Area, Footpath Referendum

923 **Date of next meeting – Parish Council Meeting - Tuesday 7th June 2016 at 7.30pm**

924 **The meeting closed at 7.45pm**

Minute of Public debate

A Resident reported that a car sales business is being operated from a domestic property in Galley Lane. They questioned whether the owner is contravening planning laws. The Chairman agreed to contact Philip Dales in the Planning Department. **(Action Chairman)**

Cllr Middleton queried the possible development near to the turning at the Three Locks. He said that there is a caravan on site.

Resident, Mr Mark Stasiuk said that the new grass cutting Contractor, Turney Landscapes, are doing a good job and that the issues regarding the grass at Green End needs to be clarified with VAHT. Mr Stasiuk asked about the registration of the defibrillator. Cllr Wight said that she is dealing with it. Mr Stasiuk said that the Parish Plan needs to be reviewed.

MINUTES of the Meeting of **Great Brickhill Parish Council** held on
Tuesday 7th June 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, Mr A Middleton,
Mrs W New, District Cllr Blake

IN ATTENDANCE: Mrs K Barker (Clerk), 9 members of the public were present

925 **Apologies for absence** – Cllr Wight, County Cllr Blake

926 **Minutes**

The minutes of the meeting held on the 3rd May 2016 were approved. Cllr Kettle proposed, seconded by Cllr Bratt the approval of the minutes as a true record, all agreed by those present and signed by the Chairman.

927 **Declarations of Interest**

Cllr Jackson – grass cutting Green End Point 933.3. (non-pecuniary)

928 **Matters arising**

There were no matters arising.

929 **Reports (County and District Cllrs, other organisations)**
Brickhills Rotary

Representatives from Brickhills Rotary attended. They said that the money donated towards the trim trail will need to be spent by November 2016. They will need a copy of the invoice and require a plaque to be placed near to the equipment. Cllr Bratt informed the representatives that the trim trail will be incorporated with the new toddler play area project and the order for the whole project will be signed shortly. He said that the equipment will be installed in August.

County Cllr Blake

County Cllr Blake was not present.

District Cllr Blake

District Cllr Blake gave a report. He said that Great Brickhill Cricket Club are at the top of the table for Aylesbury Vale lottery ticket sales. The jackpot is now £25,000. Bucks County Council are seeking to become a county wide unitary authority. The local plan will be circulated from 1st July. The broadband ducting is being laid from Granborough to Swanbourne and from then will go on to Oving.

930 **Finance:**

930.1 Bank balances:

Barclays/Santander	£
Community (Barclays)	87,500.89
Business Reserve (Barclays)	4,280.90
Business Premium (Barclays)	1,023.14
Investment Business Premium (Barclays)	0.04
Business Reserve (Santander)	54,507.26
Business Bond (Santander)	85,834.17
TOTAL	233,146.40

930.2 The Chairman proposed, seconded by Cllr Middleton the approval of the following payments, all agreed:

Cheque Number	Payee	£
700449	K Barker – Salary	369.40
700449	K Barker – Expenses	47.49
700450	HMRC – Clerks Tax	92.20
700451	Aylesbury Mains – light repairs March	47.28
700451	Aylesbury Mains – light repairs May	33.00
700452	Ringway Jacobs – footpath feasibility study	4,714.68
700453	Huck Nets – fence netting	546.24
700454	BPF Paint Finishers – fence poles etc	484.80
700455	J Marshall – internal audit	65.00
700456	NBPPC – membership	20.00
700457	Bucks & MK Assoc Local Councils – memb	131.75
700458	Marco Loxley – Youth Café	200.43

700459	S Martin – re-imburse for spinney fence	500.03
700460	Turney Landscapes – grass cutting	750.00
	TOTAL	7,802.30

930.3 Other financial matters:

930.3.1 Budget Report

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

930.3.2 Bank Accounts

930.3.2.1 Mandate (Santander)

The Clerk to ensure that any outstanding forms are signed and returned to Santander.

930.3.2.2 Bond – matured 1st April 2016

The decision as to whether to open a further Bond is pending the outcome of the footpath referendum.

930.3.3 Annual audit 2015/16

The Clerk gave out copies of the Annual Governance Statement and the Statement of Accounts. The Council approved the Statement of Accounts and the Chairman duly signed the Statement of Accounts to confirm approval by the Council. The Council approved the Annual Governance Statement and the Chairman duly signed the Annual Governance Statement to confirm approval by the Council. The Statement of Accounts and the Annual Governance Statement were proposed as correct by the Chairman, seconded by Cllr Kettle and agreed by all.

930.3.4 Internal Audit Report

The Clerk read out the report:

- Minutes; where loose leaf pages are used for recording minutes, each page (including any appendices) must be uniquely identifiable. This is usually best achieved by individually and sequentially numbering the pages.
- Internal Controls; no formalised and documented internal controls procedures have been put in place despite the explicit reference to such a system in the Council's Financial Regulations. This mandatory requirement can best be delivered by appointing, annually an Internal Controls Councillor (ICC) who periodically, perhaps quarterly, carries out checks to ensure that the Council's financial transactions, records and reports are accurate and up to date and then reports accordingly to the Council.
- Financial Regulations; the National Association of Local Councils (NALC) has recently issued new model Financial Regulations that take account of recent legal and technical changes, The Council should consider adopting these new Regulations during the course of this year.
- Transparency Code; the code is now fully in force and whilst much information required to be displayed is now available on the website, some information is still to be displayed.

Parish Council Response:

- Minutes; the Clerk to number each page of the minutes with immediate effect. **(Action Clerk)**
- Internal Controls; Cllrs to give consideration to nominating one Cllr to act as the Internal Controls Councillor (ICC). To be placed on the July agenda for confirmation at the next meeting. **(Action Clerk)**
- Financial Regulations; the Clerk to obtain the new Financial Regulations, review the document with a view to adopting the new regulations. **(Action Clerk)**
- Transparency Code; the Clerk to place any outstanding documents on the website. **(Action Clerk)**

930.3.5 Ringway Jacobs – feasibility study invoice

The Clerk said that the second invoice included a 20% contingency which was originally agreed by the Parish Council. Noted by the Parish Council.

930.3.6 PHC Invoicing for hall hire

The Clerk reported that the Parish Hall Committee has agreed to invoice the Parish Council at the end of each term. This means that there will only be one more payment for the hall hire in the current financial year.

931. **Review of Projects**

931.1 Footpath Lower Way – Phase 2 – progress

931.1.1 Consultation progress

The Chairman gave out copies of the draft footpath referendum. He said that it will be sent out with the newsletter and that he will check whether a small box for responses can be put outside the Parish Hall on the day of the UK's EU referendum. **(Action Chairman)**

931.2 Parish Hall car park

931.2.1 Block paving – damaged bricks – progress report

Cllr Bratt said that although there has been a lot of rain recently, there has not been any flooding in the new car park. There are some slightly damaged bricks and this will be monitored. The item to be removed from the agenda.

931.2.2 Laurel hedge continuation request – cost £75

The Chairman proposed, seconded by Cllr New to accept the cost, all agreed.

931.3 S106 monies – creation or improvement of local sport and leisure facilities

931.3.1 Toddler Play Area

Cllr Bratt said that the cost of the revised scheme will be a total of £50,694. With a grant of £22,000 from the Vale of Aylesbury Trust, £21,898 of S106 money and £6,104 currently held for the trim trail, the total available to date is £50,002. This leaves a shortfall of £692. Cllr Bratt said that he may be able to make some further savings during the course of the project. The Clerk to look at the budget to ascertain whether there are some funds available to cover the cost. The Chairman proposed, seconded by Cllr Jackson for the new equipment to be ordered by Cllr Bratt, all agreed. **(Action Clerk)**

932. **Village Improvements Committee**

932.1 Poors Acre

932.1.1 Information Board – progress

The Chairman said that the board has been ordered and it will be ready for delivery shortly as it has been on order for over a month.

932.1.2 Disputed position of fence

The Chairman to speak to Cllr Wight to ascertain whether she has any more information.

(Action Chairman)

932.2 Foxhole

932.2.1 Footpath progress

Nothing further to report. Remove from the agenda.

932.3 Mobile Vehicle Activated Signs

The Chairman said that the batteries are running low on the sign in Ivy Lane and this may be due to more speeding vehicles.

933. **Village Matters:**

933.1 Schedule of works

933.1.1 Tfb seminar – road maintenance (potholes and traffic calming measures)

The Chairman confirmed that he had circulated a report regarding his attendance at the seminar and he summarised the details. He said that Tfb have £12m less to spend on road maintenance. The consensus was that car usage needs to be reduced and changes to peoples attitudes to rural driving and parking and he has volunteered to be part of a focus group. Innovative products on display included virtual speed humps and other traffic calming methods such as street painting. The Chairman said that it is up to residents to report potholes on the Tfb website, grade 1 potholes will be dealt with on the same day but grade 2 will be dealt with the next day. The Clerk to circulate the devolution seminar dates to Cllrs. **(Action Clerk)**

933.2 Trim Trail progress report

See Point 929. Cllrs thanked Mr Turner for removing the old trim trail.

933.3 Grass cutting - Vale of Aylesbury Housing Trust

The Chairman said that he has been in touch with VAHT who have confirmed that the area within the bollards at Green End and the hedgerows adjacent to the road is their land. They are happy to

maintain the land or for the Parish Council to carry on cutting the grass at the Parish Council's own cost. As the Parish Council has been maintaining the land for some years, Cllrs agreed to look in to 'Adverse Possession' and the legal costs associated with the transfer of land and on-going maintenance costs. The Chairman agreed to speak with the legal department at VAHT and ask the grass cutting contractor for the additional price to cut the grass at Green End.

(Action Chairman)

933.4 Old Red Lion – Asset of Community Value

Cllrs agreed to remove the item from the agenda and re-visit the issue in the autumn.

933.5 Brown Tourist Signs

The Chairman to speak to Cllr Wight.

(Action Chairman)

933.6 Weight restriction – Little Brickhill Lane

The Clerk to forward the original residents email to the Chairman.

(Action Clerk)

933.7 Public footpaths

933.7.1 Access from Cricket Club to John Horncapps Lane

Cllr Jackson said that the footpath is not on a definitive map and he needs to look back at some old maps.

(Action Cllr Jackson)

933.7.2 Pochards Lake to Cuff Lane

Cllr Jackson said that he will ask for the footpath to be re-instated. (Action Cllr Jackson)

933.8 Defibrillator – registration

Resident, Mr Stasiuk was thanked for arranging the final registration of the defibrillator. The unit is now online and will be checked by Mr Stasiuk each week and information signs will now be put up. Resident Debbie Pincott will act as deputy in Mark's absence. It was noted that a training unit will cost £500.00 and child defibrillator pads will cost £75.00. Cllrs agreed to wait until the free training on the use of the defibrillator has been given until a decision is made to purchase a training kit. The Chairman proposed, seconded by Cllr Middleton, for Mr Stasiuk to purchase the child pads at £75.00 + VAT on behalf of the Parish Council, all agreed.

933.9 Parish Plan – for review

The Chairman said in order to carry out the review, volunteers from the village are needed. He said that he will put a piece in the newsletter.

(Action Chairman)

933.10 Village Logo

Cllrs discussed the ideas supplied so far. The Chairman agreed to contact the school to ask whether the children would like to submit their ideas and put a piece in the newsletter.

(Action Chairman)

933.11 Best Kept Village Competition – judging between 6th June and 8th July

Noted by the Parish Council.

933.12 New dog bin

The Clerk to ascertain the cost of a new dog bin from AVDC. The Clerk to also request that the bin at Cross End is emptied as it seems to be missed out when the others are emptied. (Action Clerk)

933.13 Trees – Rotten Row

The Chairman said he has received a complaint regarding the removal of trees at Rotten Row. Cllrs confirmed that this action was taken as the tree roots were damaging the sewer pipes. The Chairman to respond to the resident.

(Action Chairman)

933.14 Traffic Calming – Local Area Forum

Cllr New reported that she attended the Local Area Forum on 31st May. Cllr New gave out some detailed copies of information and gave an outline of the meeting. She said that the meeting focused on the need for parishes to produce statements regarding traffic volumes in the villages and that case studies have been undertaken. She said that the LAF have worked hard towards resolving the issues that villages are encountering. Transport for Bucks and Bucks County Council have provided some assistance, however, their guidelines and requirements are quite stringent and their costs are ever changing and there is no assurance that a 'match-funded' scheme will continue in future years. Cllr New urged the Parish Council to be focused when considering the way forward.

934. **Youth Café**

934.1 Attendance and member locations information

Cllr Bratt agreed to chase up the information.

(Action Cllr Bratt)

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

935.1 Toddler Play Area – post Inspection cost

The Chairman proposed, seconded by Cllr New to accept the post inspection cost of £395.00, all agreed. The Clerk to contact ROSPA in conjunction with Cllr Bratt when the inspection needs to be arranged.

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

937. **Planning:**

937.1 **Planning Applications:**

937.1.1 16/00339/APP – 15 Holts Green – raising of roof to provide additional accommodation in loft including dormers to front and rooflights to rear; single storey side infill extension between house and garage; single storey glazed covered area with open sides to side and new roof to garage and existing front extension with forward extension of flat roof. A residents email in opposition to the application was read out. The Parish Council support the application. The vote consisted: 3 opposed, 3 supported with the Chairman's casting vote in support.

937.1.2 CB/16/01389/FULL – Land off A5 at Checkley Wood Farm, Watling Street – Installation of a single wind turbine with a maximum tip height of 149.8m (hub height between 93.5m and 100m; rotor diameter between 87.0m and 112.5m), substation, hardstanding area, access track, underground cabling and associated infrastructure. The Parish Council oppose the application. The turbine is poorly sited, in close proximity to the existing turbine at the Double Arches Quarry. During the planning process for the Double Arches turbine, the developer submitted a report with the following conclusions as to why they were seeking the erection of one turbine and not two. Two of the key points from this report are; that two turbines would be sited too closely thereby affecting their productivity and also increasing noise levels; and that two turbines would have an unacceptable impact on the Heritage landscape and Heritage assets within the Zone of Visual Influence. The area of the rotor will be $\frac{2}{3}$ larger than the existing Double Arches turbine leading to increased [detrimental] visual impact within the local area. The local area is blessed with an outstanding bio-diversity, ecology and environment. Specifically, Kings Wood (SSI/NNR) is only 600m from the proposed development site. Both Rushmere Park and Bakers Wood are nearby. Many of the resident species are afforded the highest degree of legal protection and the introduction of another turbine will have a significant adverse impact on all of these assets. The second turbine will increase dramatically the level of noise pollution for the local residents.

937.1.3 16/01773/APP – 37 Lower Way – raising roof of farriers forge (workshop) to create office space and a WC and shower in loft space above, with external staircase and a dormer door and window to the rear elevation. The Parish Council support the application.

937.1.4 16/01527/APP – Bryerley Springs Farm – erection of steel framed barn to house riding school ponies. The Parish Council has no objection to the application.

937.2 **Decisions:**

937.2.1 16/01111/APP – 51A Lower Way – single storey front extension to garage. Approved. Noted by the Parish Council.

937.2.2 16/00539/APP – 37 Lower Way – new front porch; single storey side extension and rear extension to replace existing conservatory. Approved. Noted by the Parish Council.

937.2.3 16/00881/APP – Lane End, Church Lane – single storey rear extension. Approved. Noted by the Parish Council.

937.4 **Other Planning Matters:**

937.4.1 Development Control Meetings
No meetings were held.

937.4.2 15/02201/AOP – Eaton Leys - Land west of A4146, South of Watling Street
Nothing further to report.

937.4.3 Orchard Mill – development query
Nothing further to report.

937.4.4 Great Firs – quad biking – 15/02585/APP
The Chairman reported that quad biking events are being held with a major event being held shortly. He said that he has contacted enforcement as the planning application was withdrawn and that they are looking in to it.

The Chairman said that enforcement are also looking in to the car sales business in Galley Lane.

938 **Correspondence**

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

- 939 **Matters for the newsletter**
Best Kept Village Competition, Footpath Referendum, Village Logo, Parish Plan
- 940 **Date of next meeting – Parish Council Meeting - Tuesday 5th July 2016 at 7.30pm**
- 941 **The meeting closed at 10.20pm**

Minute of Public debate

Mr Chris Roberts and Mr David Hopkins from Stop Checkley Wood Wind Turbine attended the meeting. They asked for support from the Parish Council to oppose the planning application for a wind turbine at Checkley Wood. They said that other parishes in the area have supported them.

Resident, Mr Mark Stasiuk spoke about the on-going issue of parking around the school. Cllr New reported that she is arranging a meeting with the school and residents to look at the issue. Mr Stasiuk said that there is a overhanging tree at the bottom of Rotten Row. Cllrs agreed that the tree should be trimmed later on in the season.

Resident, Mr Michael Turner thanked the Parish Council on behalf of the Cricket Club for their support regarding the netting at the Spinney. He also reported that the planings on Stoke Lane have been washed out and it is difficult to walk there. The Chairman agreed to contact the Rights of Way Officer. **(Action Chairman)**

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 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.

MINUTES of the Meeting of **Great Brickhill Parish Council** held on
Tuesday 16th August 2016 at 7.30pm in the Parish Hall, Great Brickhill

PRESENT: Cllrs Mr C Leech (Chairman), Mr D Bratt, Mr R Kettle, Mr A Middleton, Ms B Wight, District Cllr Blake

IN ATTENDANCE: Mrs K Barker (Clerk), 7 members of the public was present

959 **Apologies for absence** – Cllrs Mr K Jackson, Mrs W New, County Cllr Blake

960 **Declarations of Interest**
Cllr Bratt – finance Point 963

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

962 **Planning:**

962.1 **Planning Applications:**

962.1.1 16/02376/ACL – Bryerley Springs – conversion of part of barn to residential flat/apartment. District Cllr Blake said that the applicant did not put in a planning application when they originally converted the barn in to a dwelling and this was unfortunate. The Parish Council decided that they have no objection but they are unhappy with the process that has been applied with this application in that the applicant did not put in a planning application when the barn was changed in to a dwelling.

962.1.2 16/02616/AGN – Willow Farm, Galley Lane – erection of corn store for agricultural purposes. District Cllr Blake said that he is concerned that an additional barn is being requested for storage when there is plenty of storage on site and he sees no justification for such a request. The Parish Council decided to oppose the application, 4 opposed, 1 support. This is due to the fact that they believe that the existing farm buildings support the 99 acres of land. This is also supported with the Acorus feasibility study which was undertaken previously.

962.1.3 16/02972/ADJ – Land off A5 at Checkley Wood Farm, Watling Street – installation of a single wind turbine with a maximum tip height of 143.5m (hub height 100m; rotor diameter of 87.0m), substation, hardstanding area, access track, underground cabling and associated infrastructure. The Parish Council decided to oppose the application. The application was considered by the Parish Council in June 2016, having been consulted by an adjoining Authority, Central Bedfordshire Council. The Clerk to respond with the comments agreed at the June meeting.

963 **Finance:**

963.1 Cllr Wight proposed, seconded by the Chairman the approval of the following payments, all agreed:

Cheque Number	Payee	£
700476	Playdale – play area equip (remaining balance)	16,424.14
700477	Safer Surfacing Ltd – play area	6,584.40
700478	D Bratt – reimburse for play area edging	915.00
	TOTAL	23,923.54

964 **Date of next meeting – Parish Council Meeting - Tuesday 13th September 2016 at 7.30pm**

It was agreed that due to the non-availability of a number of Cllrs for the 6th September meeting, that the meeting be deferred until Tuesday 13th September. The Clerk to ensure the meeting room is available on that date and inform all Cllrs not present.
(Action Clerk)

965 **The meeting closed at 8.05pm**

Minute of Public debate

The applicant of planning application number 16/02376/ACL – Bryerley Springs, spoke about his application including the reason why he had not put in a planning application when the barn was converted.

The applicant of planning application number 16/02616/AGN – Willow Farm, spoke about his application. Some residents said that there should be a reasonable need for the new barn which in their view was not the case.

MINUTES of the Meeting of **Great Brickhill Parish Council** held on
Tuesday 13th September 2016 at 7.30pm in the Parish Hall, Great Brickhill

PRESENT: Cllrs Mr C Leech (Chairman), Mr K Jackson, Mrs W New, Ms B Wight, District Cllr Blake

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

966 **Apologies for absence** – Cllrs Mr D Bratt, Mr R Kettle, Mr A Middleton, County Cllr Blake

967 **Minutes**

The minutes of the meeting held on the 5th July 2016 were approved. Cllr Wight proposed, seconded by the Chairman the approval of the minutes as a true record, all agreed by those present and signed by the Chairman. The minutes of the meeting held on the 16th August 2016 were approved. Cllr Wight proposed, seconded by the Chairman the approval of the minutes as a true record, all agreed by those present and signed by the Chairman.

968 **Declarations of Interest**

Cllr Jackson – land at Green End Point 974.1 (non-pecuniary)

969 **Matters arising**

There were no matters arising.

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

County Cllr Blake

County Cllr Blake was not present.

District Cllr Blake

The County Council is currently looking at options for a single unitary authority. The hope is that significant savings will be made by remodelling. AVDC is also remodelling its services including allocating the right jobs to the right people. Broadband in Great Brickhill is not far away from being considered. The Cabinet meeting held on 6th September in the Cricket Club was successful and many residents attended.

971 **Finance:**

971.1 Bank balances:

Barclays/Santander	£
Community (Barclays)	40,519.82
Business Reserve (Barclays)	4,281.43
Business Premium (Barclays)	1,023.27
Investment Business Premium (Barclays)	0.04
Business Reserve (Santander)	54,562.01
Business Bond (Santander)	85,834.17
TOTAL	186,220.74

971.2 The Chairman proposed, seconded by Cllr New the approval of the following payments, all agreed:

Cheque Number	Payee	£
700479	K Barker – Salary	400.92
700479	K Barker – Expenses	72.12
700480	HMRC – Clerks Tax	100.20
700481	Turney Landscapes – grass cutting	750.00
700482	Marco Loxley – Youth Café	476.90
700483	Aylesbury Mains Ltd – light repairs	113.76
700483	Aylesbury Mains Ltd – light repairs	46.20
700484	Diverze Print Ltd – replacement Poors Acre sign	64.80
700485	Barbara Osborne – payroll	60.00
700486	Smith of Derby – church clock	208.80
700487	Steelway Fensecure – panels – play area	282.72
700488	D Bratt – re-imburse for play area shed	799.99
700489	Safer Surfacing – re-issue cheque	6,404.40
700490	Kompan – play area equipment	3,246.12
700491	Lee Roff – materials and labour Play Area	4,222.79
	TOTAL	17,249.72

- 971.3 Other financial matters:
- 971.3.1 Budget Report
The Clerk gave a budget report to all Cllrs showing expenditure to date.
- 971.3.2 Bank Accounts
- 971.3.2.1 Bond – matured 1st April 2016
The decision is pending.
- 971.3.3 Internal Audit Report
- 971.3.3.1 Financial Regulations – updated version
The Clerk to obtain the new version. **(Action Clerk)**
- 971.3.4 Cheque withdrawn for Safer Surfacing – 700477 (to be re-issued)
The Clerk said that a new cheque has been drawn up for the correct amount as above.
Noted by the Parish Council.
- 971.3.5 CiLCA – Clerk
The Clerk was congratulated on obtaining the Certificate in Local Council Administration in July. The Clerks hourly rate of pay has now been increased in accordance with the 2016/17 agreed budget.
- 971.3.6 Allotment Rent
The allotment rent of £50 was received.

972 **Review of Projects**

- 972.1 Footpath/Traffic Calming Lower Way
The Chairman asked Cllrs to consider traffic calming ideas to discuss at the next meeting.
- 972.2 Toddler Play Area – progress report
Mr Paul Murray said that the project is due to be completed by the end of September. He will then arrange for a ROSPA inspection and the Clerk will need to claim the S106 money. The adventure trim trail has now been installed in the Spinney. Mr Michael Turner will arrange for the close board fencing to be done. The Chairman said that Parish Council funds are being used towards the project until the S106 money is received so it is important that this money is received as soon as possible. The Chairman agreed to contact the Parish Hall Committee to suggest that the Play Group be asked to make a contribution to the cost of the new play area.

973 **Village Improvements Committee**

The Chairman said that the Committee need to organise, in particular, for the hedge in the Graveyard and the laurel outside the Parish Hall to be flailed. He said that he will obtain quotations.

- 973.1 Poors Acre
- 973.1.1 Information Board – progress
The board is now in place.
- 973.1.2 Disputed position of fence
Cllr Wight to follow up. **(Action Cllr Wight)**
- 973.2 Mobile Vehicle Activated Signs
The Chairman said that both signs are currently on Lower Way. One of signs needs to be monitored as it may not be working correctly. He said that he will ask the manufacturer if the signs can run on solar panels.

974 **Village Matters:**

- 974.1 Land at Green End - Vale of Aylesbury Housing Trust
The Chairman said that he has been in contact with Geoffrey Leaver Solicitors regarding registering the land at Green End. The Parish Council will need to confirm that they have been maintaining the land for 12 years prior to October 2013. The cost of applying for adverse possession will be £750 plus VAT, plus the cost of a surveyor and the valuation. The Chairman proposed, seconded by Cllr Wight to go ahead with the application, all agreed.
- 974.2 Brown Tourist Signs
Cllr Wight to follow up. **(Action Cllr Wight)**
- 974.3 Public footpaths – progress (Access from Cricket Club to John Horncapps Lane/Pochards Lake to Cuff Lane)
Cllr Jackson said that the owners of the land at John Horncapps Lane to the Cricket Club will give consideration to the re-instatement of a footpath but are not adverse to the idea. The footpath from Pochards Lake needs further investigation.
- 974.4 Defibrillator – training update
Resident, Mr Mark Stasiuk said that training is booked for October.
- 974.5 Parish Plan – for review
Resident Mark Stasiuk has not had any volunteers come forward to form a committee to review the parish plan so he will review the plan and suggest some changes. The Chairman and Clerk offered their assistance.

- 974.6 Village Logo
The Chairman said he will contact the school regarding ideas for the logo. **(Action Chairman)**
- 974.7 Best Kept Village Competition
The Clerk reported that the village has received a certificate of merit. She read out the comments on the marking sheet. The certificate was given to Mark Stasiuk who agreed to purchase a frame to place it in for the Parish Hall.
- 974.8 New dog bin
The Chairman to supply a location map to the Clerk for the Clerk to submit to AVDC along with an order. **(Action Chairman/Clerk)**
- 974.9 Parish Hall refurbishment
The Clerk read out an email from the Secretary of the Parish Hall Committee clarifying the Parish Hall refurbishment plans. The Parish Council agreed to await further details in due course.
- 974.10 School Parking – update
Cllr New confirmed that she chaired a residents/school meeting and confirmed the points raised: *The school has agreed to work on a combined parking charter to be signed and returned by parents. The school has agreed to remind parents to park in the Parish Hall car park and not near resident's homes. The school has agreed to continue to announce events in the parish newsletter and should plans change, Cllr New has agreed to be the alternative method of communication output. The school has agreed to place a sign next to their visitors book advising that visitors can and should now park in the school car park. Any stray visitors parking on Rotten Row should decrease as visitors become aware of the new school car park. The Stoke Hammond bus is run by Bucks CC, the Little Brickhill mini bus by Milton Keynes Council and general access and pick up points for them in Green End will be obtained. Details of geographical intake by the school were provided and these are available from Cllr New. School projects were discussed in terms of road safety and the local community which will help the LAF with their traffic enforcement. Residents only parking signs need to be placed outside the bungalows at the top corner of Rotten Row and Green End. Bus Entry Only, Residents Parking signs need to be placed at the entrance to the service road of Green End. This would not be enforceable but it will deter people from parking there and make life easier for the bus driver. The Parish Hall Car Park should be promoted as the 'village car park'. Suitable signage could be sourced, something that would advise 'visitors' of the parking facilities available. It was discussed and the residents agreed that as a community, photographic and written logs of incidents and parking offences (blocking driveways, parking on exclusion zone etc), should commence. This will not be targeted but will be recorded as and when witnessed. The information will only be used for the purpose of reporting to Bucks CC, Highways and the Police. The aim is to gather statistics that will help initiate future enforcement or traffic calming schemes. Some of the residents that face the problem of not being able to get in or out of their driveways, have shown interest in a Green Cone Code at Rotten Row and Green End. Each resident would get 3 green cones which they are able to place across their driveway, the outer cones having a splay of 45 degrees. This then ensures residents can enter and exit their properties. The placement of the cones will restrict parking availability. All residents affected would have to agree in order for this initiative to work.*

It was agreed that any signs/cones and any financial commitment would need to be agreed with Transport for Bucks and the Parish Council. Cllr New agreed to continue with her investigations.

- 974.11 Upper Way – email from resident
An email from a resident was read out. Upper Way is un-adopted and the sub base of the first part of Upper Way is exposed and has broken up, such that stones from it become scattered across Rotten Row where they become projectiles when picked up by passing vehicles. For Upper Way there seem to be two options: the Council/ Highways Authority adopt it or the Parish Council instruct the residents to bring the first 30 yards of Upper Way, up to the standard of a public highway. The Chairman agreed to contact Transport for Bucks to ask them to write to the residents. **(Action Chairman)**

- 975 **Youth Café**
975.1 Attendance and member locations information
Nothing to report.
- 976 **Play Areas (also see projects)**
Nothing to report.
- 977 **Public Participation** (see end of minutes)
- 978 **Planning:**
978.1 **Planning Applications:**

978.1.1 16/03074/APP – 51 Lower Way – two storey side extension, single storey rear extension (Amendments to application 15/03193/APP). The Parish Council support the application.

978.1.2 16/02855/APP – 46 Pound Hill – single storey timber orangery to the rear. The Parish Council support the application.

978.1.3 16/02733/AOP – The Stables, Ivy Lane – application for outline planning permission with all matters reserved for a permanent equine dwelling. The Parish Council object to the application as no supporting evidence has been presented justifying a permanent residence. A fully independent report will need to be supplied.

978.2 **Decisions:**

978.2.1 16/02616/AGN – Willow Farm, Galley Lane – erection of corn store for agricultural purposes. Refused. Noted by the Parish Council.

978.2.2 16/02301/APP – 36 Rotten Row – enclose existing open porch – open through to house. Approved. Noted by the Parish Council.

978.2.3 16/01914/APP – Land at Battle Hills Farm, Watling Street – upgrade of telecommunications apparatus. Approved. Noted by the Parish Council.

978.3 **Other Planning Matters:**

978.3.1 Development Control Meetings
No meetings were held.

978.3.2 15/02201/AOP – Eaton Leys - Land west of A4146, South of Watling Street
The application is not due for determination until December 2016.

978.3.3 Orchard Mill – development query
Nothing to report.

978.3.4 Great Firs – quad biking – 15/02585/APP
The Chairman said that Enforcement are aware of the issue.

978.3.5 Planning consultations – south side of Ivy Lane
The Clerk confirmed that she has requested that Great Brickhill Parish Council be consulted on applications on the south side of Ivy Lane.

978.3.6 Galley Cottage, Galley Lane
The Chairman said that a car trading business is being operated and Enforcement are aware of it.

979 **Correspondence**

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

980 **Matters for the newsletter**

Overgrowing hedges, defibrillator training, parish plan, toddler play area official opening

981 **Date of next meeting – Parish Council Meeting - Tuesday 4th October 2016 at 7.30pm**

982 **The meeting closed at 10.05pm**

Minute of Public debate

A Resident, reported that a motorcycle has been left abandoned in John Horncapps Lane and the Chairman said he has reported it.

A Resident expressed their concern regarding Bryerley Springs. District Cllr Blake said that Enforcement are currently looking in to any issues at the location.

MINUTES of the Meeting of **Great Brickhill Parish Council** held on
Tuesday 4th October 2016 at 7.30pm in the Parish Hall, Great Brickhill

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

IN ATTENDANCE: Mrs K Barker (Clerk), 7 members of the public were present

983 **Apologies for absence** – Cllr Mr K Jackson

984 **Minutes**

The minutes of the meeting held on the 13th September 2016 were approved. The Chairman proposed, seconded by Cllr New the approval of the minutes as a true record, all agreed by those present and signed by the Chairman.

985 **Declarations of Interest**

There were no declarations of interest.

986 **Matters arising**

There were no matters arising.

987 **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.

988 **Finance:**

988.1 Bank balances:

Barclays/Santander	£
Community (Barclays)	24,708.57
Business Reserve (Barclays)	4,281.96
Business Premium (Barclays)	1,023.40
Investment Business Premium (Barclays)	0.04
Business Reserve (Santander)	54,575.87
Business Bond (Santander)	85,834.17
TOTAL	170,424.01

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

Cheque Number	Payee	£
700493	K Barker – Salary	305.04
700493	K Barker – Expenses	45.75
700494	HMRC – Clerks Tax	76.40
700495	Turney Landscapes – grass cutting	750.00
700496	Marco Loxley – Youth Café	317.74
700497	Denne Engineering – 2 invoices/1 credit	371.66
700498	Denne Engineering - 3 invoices/1 credit	1,093.62
700499	Lee Roff – materials and labour play area	3,146.73
700500	M S Turner – play area works	624.00
700501	Travis Perkins – play area materials	30.48
700502	B Osborne – payroll	60.00
	TOTAL	6,821.42

988.3 Other financial matters:

988.3.1 Budget Report

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

988.3.2 Bank Accounts

988.3.2.1 Bond – matured 1st April 2016

The decision is pending.

988.3.3 Internal Audit Report

988.3.3.1 Financial Regulations – updated version

The Clerk to tailor the new version to Great Brickhill Parish Council and forward it to all Cllrs.

(Action Clerk)

988.3.4 External Audit completion

The Clerk reported that the annual return has been returned from the external auditors and there are no issues to report.

988.3.5 Precept – second half received £13,155.00

Noted by the Parish Council.

988.3.6 Local Government Finance Settlement

The Chairman said that the Governments Local Government Finance Settlement has been received. He read out an extract from the papers 'the Government is minded to extend referendum principles – the 2% core principle or £5, whichever is the greater – to the larger, higher spending local councils for the first time. The consultation states that the Government is aware that increases in precepts continue to concern local tax payers and is therefore prepared to consider extending referendum principles to all Parish Councils.' The National Association of Local Councils comments to the consultation were read out and Cllrs agreed to support their views:

- A referendum at parish level would be expensive and disproportionate to the council tax increase. Even if residents vote no in a referendum, the council will still need to meet the cost of it.
- Local councils often put their precept down as well as up.
- The impact of withdrawal/reductions in council tax support funding. The Parish Council has had to increase its precept to cope with a reduction in the level of council tax support grant passed on by the principal authority.
- There are huge variations in size, complexity, levels of deprivation, social makeup and the services provided by local councils and no simple formula can take these very different circumstances into consideration.
- The devolving of services has had an effect on the precept for example, Great Brickhill Parish Council has taken on the grass cutting formerly undertaken by Bucks County Council.
- Extending referendum principles to all local councils would be detrimental to those less active councils that currently have very low Band D council tax.
- The Parish Council is primarily financed through the parish precept and unlike principal councils does not receive grant funding from central government.
- Local councils should continue to have the freedom and flexibility to raise the resources they need to invest in local services, especially at a time when they are taking on services and assets from principal councils, often much valued services which would otherwise cease completely and which communities want to see continue.

The Clerk was asked to respond by the consultation deadline of 28th October.

(Action Clerk)

989 **Review of Projects**

989.1 Footpath/Traffic Calming Lower Way

The Chairman supplied a sheet showing traffic calming options. He said that there are two separate issues and these are slowing traffic which could include road width restrictions, rumble strips, dragons teeth road markings, interactive signs and village gateways and secondly separating pedestrians and traffic which could include built footways, pedestrian refuge's and chicanes. He said that anything that is built on the road must be illuminated and have good visibility. Cllrs discussed the use of solar powered or battery operated lights and whether they would comply with regulations. Cllr Middleton said that it cannot be guaranteed that this type of lighting would work on dark days and also the battery could run down. Cllrs were asked to consider traffic calming ideas to discuss at the next meeting. Cllr Kettle suggested that a separate meeting be held to discuss traffic calming.

989.2 Toddler Play Area – progress report

Cllr Bratt said that the new play area equipment has now been installed but it took longer than expected. The final phase will be to put down the new surface. He said that the representative from the wetpour company has now changed his advice for laying the wetpour. Because of the sandy nature of the ground they are strongly recommending the wetpour is laid on top of an MOT type 1 crushed stone base instead of bare earth covered by a weed membrane. Artificial grass requires this same base so it now makes sense to go down this route. Due to this change an additional £13,480.00 is required in order to complete the project. The Chairman proposed,

seconded by Cllr Wight to transfer the amount required from the footpath budget with a view to transferring the amount back at the year end from other budgets which have amounts remaining.

The Clerk advised the Parish Council not to undertake any further major projects and their focus should now be on the footpath/traffic calming measures. Cllr Wight said that the area around the Parish Hall has been upgraded recently with various projects and that now other parts of the village need attention.
(Action Clerk)

990 **Village Improvements Committee**

990.1 Poors Acre

990.1.2 Disputed position of fence

The Chairman said that he, Cllr Wight and the owner of Blue Gates Farm met to discuss the fence. It was agreed that the fence is in a straight line and the land registry plans show the fence as being in the correct place so no further action will be taken. The item to be removed from the agenda.

990.2 Quotation for flailing

Cllr Wight proposed, seconded by Cllr Kettle to accept the cost of circa £160.00, all agreed.

990.3 Mobile Vehicle Activated Signs

The Chairman said that he has contacted SWARCO regarding the faulty sign and is waiting for a response.

991 **Village Matters:**

991.1 Land at Green End - Vale of Aylesbury Housing Trust

Nothing further to report.

991.2 Brown Tourist Signs

Cllr Wight said that the Parish Council would have to pay for signs to be removed. The Parish Council agreed to remove the item from the agenda.

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

The Chairman confirmed that a landowner is allowing a permissive footpath to be created which will be a benefit to the village and allow a much better access from the Parish Hall to Foxhole pocket park. Cllr Wight agreed to look in to the legal aspects.
(Action Cllr Wight)

The Chairman said that an old map he has looked at shows part of the footpath between Pochards Lake and Cuff Lane and that Cllr Jackson will speak to the owner of Pochards Fishery.

(Action Cllr Jackson)

991.4 Parish Plan – for review

Resident Mark Stasiuk agreed to coordinate a meeting to review the parish plan. The Chairman and Cllrs Middleton and Wight agreed to be involved.

991.5 Village Logo

The Chairman said he has been in contact with the school and they are very keen to be involved in producing designs.

991.6 New dog bin

The Clerk said that she has ordered the new bin and is waiting for a response.

991.7 School Parking – update

Cllr New confirmed that the zig zag lines have been repainted. Attempts are being made to improve the parking situation and the school are doing what they can to help.

991.8 Old Red Lion – asset of community value

Cllr Middleton agreed to look in to it.

(Action Cllr Middleton)

991.9 Bucks CC – streamlining local government

The Parish Council agreed to meet with Bucks CC regarding streamlining. The Clerk to arrange a meeting.
(Action Clerk)

992 **Youth Café**

992.1 Attendance and member locations information

Cllr Bratt agreed to contact Marco Loxley.

(Action Cllr Bratt)

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

Nothing to report.

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

995 **Planning:**

995.1 **Planning Applications:**

995.1.1 16/03255/APP – Cloverhill House, Ivy Lane – demolition of existing dwelling, erection of replacement dwelling with detached garage and relocation of vehicular access. The Parish Council has no objection to the application.

995.1.2 16/03153/APP – Claremont, Ivy Lane – single storey rear extension and addition of dormer window. Creation of bedroom in roofspace. Addition of rooflight. Great Brickhill Parish Council has no objection providing that the Conservation Officer has been consulted and approves the application. The Parish Council are however concerned that the extension is not sympathetic to the rest of the building and can be seen from the street and it is not in keeping with a property in the conservation area.

995.1.3 16/03357/APP – Land at Green End Cottage, Green End – the construction of one self heating, carbon neutral subterranean dwelling house, a double car port and a driveway. Great Brickhill Parish Council support the application and request that it be approved under delegated powers. A representative from the Parish Council will attend should the application be refused and the decision delegated to the Planning Committee.

995.1.4 16/01527/APP – Bryerley Springs Farm, Galley Lane – erection of steel framed barn to house riding school ponies. Great Brickhill Parish Council object to the application as the applicant has failed to address drainage issues and the visual impact on the countryside.

995.2 **Decisions:**

No decisions

995.3 **Other Planning Matters:**

995.3.1 Development Control Meetings

No meetings were held.

995.3.2 15/02201/AOP – Eaton Leys - Land west of A4146, South of Watling Street

The application is not due for determination until December 2016.

995.3.3 Orchard Mill – development query

Nothing to report.

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

The Chairman said that he will contact Little Brickhill Parish Council as they should be involved in the issue. **(Action Chairman)**

995.3.5 Galley Cottage, Galley Lane

Enforcement is aware of the car trading business being operated.

996 **Correspondence**

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

997 **Matters for the newsletter**

Overgrowing hedges, dog fouling, broadband meeting

998 **Date of next meeting – Parish Council Meeting - Tuesday 1st November 2016 at 7.30pm**

999 **The meeting closed at 9.30pm**

Minute of Public debate

A resident suggested that the school opens its gates at the earlier time of 8.30am as this could alleviate some of the parking/traffic issues.

Resident, Mr Mark Stasiuk said that 22 people attended the defibrillator training. It was an excellent event. He has been advised that the defibrillator adult pads can be used on children and they just need positioning differently. He suggested that the training event be held again at a later date. Mr Stasiuk said that he is shortly looking to create a historical society and compile a history of Great Brickhill.

MINUTES of the Meeting of **Great Brickhill Parish Council** held on
Tuesday 1st November 2016 at 7.30pm in the Parish Hall, Great Brickhill

PRESENT: Cllrs Mr C Leech (Chairman), Mr D Bratt, Mr R Kettle, Mr A Middleton, Mr K Jackson
County Cllr Mr N Blake, District Cllr Mrs J Blake

IN ATTENDANCE: Mrs K Barker (Clerk), 6 members of the public were present

1000 **Apologies for absence** – Cllrs Mrs W New, Ms B Wight

1001 **Minutes**

The minutes of the meeting held on the 4th October 2016 were approved. Cllr Middleton proposed, seconded by Cllr Bratt the approval of the minutes as a true record, all agreed by those present and signed by the Chairman.

1002 **Declarations of Interest**

Cllr Jackson – land at Green End Point 1008.1 (non-pecuniary)

1003 **Matters arising**

There were no matters arising.

1004 **Reports (County and District Cllrs, other organisations)**

County Cllr Blake

County Cllr Blake spoke about the school parking issue and she said that other parishes have had white lines put outside schools. This can be done in Great Brickhill but a design statement will need to be drawn up which the Parish Council would have to pay for as well as the work. The Clerk was asked to send an email to the Local Area Technician, Matt Whincup at Tfb to ascertain the costs involved, copy to County Cllr Blake. **(Action Clerk)**

District Cllr Blake

District Cllr Blake spoke about the streamlining proposals of local government in Bucks and he said that a consultation process will be undertaken. The Vale of Aylesbury Local Plan consultation is complete and responses are being reviewed.

1005 **Finance:**

1005.1 Bank balances:

Barclays/Santander	£
Community (Barclays)	32,572.41
Business Reserve (Barclays)	4,281.96
Business Premium (Barclays)	1,443.40
Investment Business Premium (Barclays)	0.04
Business Reserve (Santander)	54,589.29
Business Bond (Santander)	85,834.17
TOTAL	178,721.27

1005.2 The Chairman proposed, seconded by Cllr Bratt the approval of the following payments, all agreed:

Cheque Number	Payee	£
700503	K Barker – Salary	305.24
700503	K Barker – Expenses	28.22
700504	HMRC – Clerks Tax	76.20
700505	Aylesbury Mains – light repairs	74.76
700506	Mazars – external audit	480.00
700507	CPRE – membership	36.00
700508	e.on – electricity bill	364.65
700509	Marco Loxley – Youth Café	298.82
700510	Turney Landscapes – grass cutting	750.00
	TOTAL	1,458.48

1005.3 Other financial matters:

1005.3.1 Budget Report

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

1005.3.2 Bank Accounts - Bond – matured 1st April 2016

The Chairman proposed, seconded by Cllr Kettle that a new bond be set up for 2016/17, all agreed. (1) **(Action Clerk)**

- 1005.3.3 Financial Regulations – updated version
The Clerk to tailor the new version to Great Brickhill Parish Council and forward it to all Cllrs. **(Action Clerk)**
- 1005.3.4 Budget 2016/17
It was agreed that a finance meeting be held during November to draw up the budget for 2017/18. **(Action Clerk/All Cllrs)**
- 1005.3.5 MUGA bookings income £420.00
Noted by the Parish Council.
- 1005.3.6 Grass cutting devolution cheque £778.99 received (2nd half)
Noted by the Parish Council. All future payments will be made once a year.

1006 Review of Projects

1006.1 Traffic Calming Measures - Lower Way

The Chairman said that a Local Area Technician will need to visit to give some guidance as to what measures can be undertaken so that a survey can be commissioned.

1006.2 Play Area – progress report

Cllr Bratt said that the new play area is progressing well. The new wet pour top layer will go down shortly and then the artificial grass will be put down. The project should be completed within the next week. Some play area signs will need to be put in place which will be purchased. The Rospa inspection will be arranged when the project is finished and then the S106 money can be applied for. It was agreed to transfer the car park remaining budget of £540 to the play area budget.

(Action Cllr Bratt/Clerk)

1007 Village Improvements Committee

The Chairman reported that some hedge trimming has been done. The Chairman proposed, seconded by Cllr Kettle to purchase two benches for Foxhole at a cost of £142.80 each + VAT and shipping, all agreed.

(Action Chairman)

1007.1 Mobile Vehicle Activated Signs

Data from the speed signs shows several speeding vehicles but the majority do obey the speed limit. The signs seem to be working fine at the moment.

1008 Village Matters:

1008.1 Land at Green End - Vale of Aylesbury Housing Trust

Nothing further to report.

1008.2 Public footpaths – progress (Access from Cricket Club to John Horncapps Lane/Pochards Lake to Cuff Lane

Cllr Jackson said that the route has been agreed for the proposed permissive path from the cricket club to John Horncapps Lane. The scope of work proposed is 2 x kissing gates (either end of route, timber spec), 2 x permissive sign posts (either end of route), 1 permissive sign board (spinney end), 1 dog bin (foxhole end)

The Chairman said that the footpath from Pochards Lake to Cuff Lane needs looking in to further. Cllr Jackson agreed to look at some old maps of Soulbury. **(Action Cllr Jackson)**

1008.3 Tfb seminar – report Chairman

The Chairman gave a report on the seminar he attended. The gritting route through the village consists of Galley Lane, Lower Way and Ivy Lane. 11,900 potholes were filled in the last 6 months. Water on the highway contributes significantly to the deterioration of the road surface. Known flooding spots will be attended to and cleared once every three years, but have a reactive approach. The capital expenditure on drainage works is £720,000 for this year and next. Potholes marked with square edges are for full repair using a hot lay, if marked with a X then a temporary repair is done. Reporting of repairs should be done on the Tfb web site, not on 3rd party web sites as Tfb will not get notified of them as quickly. A HGV routing strategy is being commenced ahead of housing growth and HS2/OCX and East-West rail construction. Tfb has a purchasing agreement with lantern manufacturers therefore can pass these savings through to the parishes. Various penalties and hefty fines are in place when digging work licences are not adhered to. Statutory white lines are aimed to be repainted every 3 years. Tfb are generally against white lines as parking restriction indicators, and there is limited use of them as access protection lines as they believe most people know they are unenforceable and ignore them.

The Chairman said that he will ask that Rotten Row and Pound Hill are added to the gritting schedule.

- 1008.4 Cuff Lane Residents parking signs
The Chairman said that he has received an email from Matt Whincup at Tfb asking for the removal of the parking signs on Cuff Lane and Duck End. The Chairman said that the signs have been removed and he has discussed with Matt Whincup new locations for the signs. New locations could include walls and unofficially in the verge or on private land but any locations not on private land will need to be agreed with Tfb and the signs would need to be Tfb approved. A resident has started a petition to have the signs reinstated to the original locations and County Cllr Blake said that she has a copy of the petition which will be presented to the Local Area Forum to see if a solution is possible.
- 1008.5 Parish Plan – for review
Resident Mark Stasiuk is to hold a meeting to discuss any amendments.
- 1008.6 Village Logo
The Chairman said he is waiting for a response from the school.
- 1008.7 New dog bin
The Clerk said that she will chase up the order. **(Action Clerk)**
- 1008.8 Street light – Old Post Office
The Chairman said that the light needs replacing as the cable is not legal and as the resident objects to the light above their porch, Western Power has offered to move it free of charge. The Chairman suggested replacing the light with an LED as the maintenance cost long term would be considerably less. Cllrs agreed to the light being moved free of charge with a view to looking at all 29 lights in the village and other areas that may need lighting.
- 1009.9 School Parking – update
Ideas are being pursued and the school has taken some action to alleviate the problem.
- 1009.10 Old Red Lion – asset of community value
Cllr Middleton said that he has spoken to the owners who have asked that the idea be put on hold for the time being. The Parish Council agreed.
- 1009.11 Bucks CC – streamlining local government
The meeting to be held on 17th November at 2.30pm in the Parish Hall.

1010 **Youth Café**

- 1010.1 Attendance and member locations information
Cllr Bratt agreed to contact Marco Loxley. **(Action Cllr Bratt)**

1011 **Play Areas (also see projects)**

Nothing to report. Remove from the agenda.

1012 **Public Participation** (see end of minutes)

1013 **Planning:**

- 1013.1 Planning Applications:
- 1013.1.1 16/03731/AGN – Land at Galley Lane – erection of agricultural building for grain store. A representative for the applicant said that the Acorus report referred to previously is irrelevant to this application and that a statement submitted to AVDC has not been available. The Parish Council were unable to come to a decision. The comment to be submitted: Great Brickhill Parish Council were unable to come to a decision. It was noted that a supporting statement has been submitted to AVDC but that this did not seem to be available on the portal and has subsequently not been viewed by the Councillors. Five Councillors were present and their decision consisted of 2 for, 1 against and 2 abstentions. The Parish Council therefore request that the decision is made by the Planning Officer’.
- 1013.2 Decisions:
- 1013.2.1 16/03074/APP – 51 Lower Way – two storey side extension, single storey rear extension (Amendments to application 15/03193/APP). Approved. Noted by the Parish Council.
- 1013.2.2 16/02855/APP – 46 Pound Hill – single storey timber orangery to the rear. Approved. Noted by the Parish Council.
- 1013.3 Other Planning Matters:
- 1013.3.1 Development Control Meetings
No meetings were held.
- 1013.3.2 15/02201/AOP – Eaton Leys - Land west of A4146, South of Watling Street

- The Chairman said that COBRA meetings will be held to discuss the application and that Milton Keynes Council are due to determine the application by the end of November and AVDC thereafter.
- 1013.3.3 Orchard Mill – development query
Nothing to report.
- 1013.3.4 Great Firs – quad biking – 15/02585/APP
Nothing to report.
- 1013.3.5 Galley Cottage, Galley Lane
Nothing to report.

1014 **Correspondence**

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

1015 **Matters for the newsletter**

Potholes, Flooding, Play Area update

1016 **Date of next meeting – Parish Council Meeting - Tuesday 6th December 2016 at 7.30pm**

1017 **The meeting closed at 10.20pm**

Minute of Public debate

Resident, Mr Turner, spoke about the temporary closure of Stoke Lane due to a report of a horse being electrocuted by cables beneath the surface of the road. He said that he needs to use the lane to move his cattle. District Cllr Blake said that no cable has been found in the lane and it is not thought that there are any cables near to the area. The lane is officially closed until 17th November.

Resident, Mr Malley, offered to donate two large old maps of the local area to the village. Resident, Mr Head, offered to pay for the frames. Both residents were thanked by the Parish Council.

Resident, Mr Turner, said that a planning application has been submitted for the land at Mill Lane for a change of use from agricultural land to sports field and provision of car park.

MINUTES of the Meeting of **Great Brickhill Parish Council** held on
Tuesday 6th 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 1st 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:

Barclays/Santander	£
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
TOTAL	173,299.51

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

Cheque Number	Payee	£
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
	TOTAL	21,126.79

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)

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

REGULAR EXPENDITURE	2017/18
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
TOTAL	31,468.00

- 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 17th 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.

(4)

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 10th January, street lighting

1033 **Date of next meeting – Parish Council Meeting - Tuesday 10th 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 13th 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 17th 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.

(5)

MINUTES of the Meeting of **Great Brickhill Parish Council** held on
Tuesday 10th January 2017 at 7.30pm in the Parish Hall, Great Brickhill

PRESENT: Cllrs Mr C Leech (Chairman), Mr D Bratt, Mr K Jackson, Mrs W New, Mr A Middleton

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

1035 **Apologies for absence** – Cllr Mr R Kettle, Ms B Wight, District Cllr Mr N Blake, County Cllr Mrs J Blake

1036 **Minutes**

The minutes of the meeting held on the 6th December 2016 were approved. Cllr Bratt proposed, seconded by Cllr Jackson the approval of the minutes as a true record, all agreed by those present and signed by the Chairman.

1037 **Declarations of Interest**

Cllr Bratt – Finance Point 1040.2

Cllr Jackson – land at Green End Point 1043.1 (non-pecuniary)

1038 **Matters arising**

There were no matters arising.

1039 **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 but supplied a report that was read out by the Clerk.

We have been awarded Garden Town status for housing developments around Aylesbury. With this comes Government funding of £542,000 this financial year (with, hopefully, more to come) and that will be used to prepare feasibility studies for transport infrastructure projects, green spaces projects, starter homes and custom build schemes, acceleration of house building and integration of the new developments into the existing town. In the VALP 15,000 new homes will be allocated to Aylesbury so this work will enable us to fine-tune our plan for final submission to the Inspector. We have also been awarded £625,000 to help overcome homelessness across Bucks. AVDC has been the lead authority throughout the application process. These awards reflect the confidence that Government has in our ability to make a difference to the residents of Aylesbury Vale and it is hoped that that confidence will continue through to our bid for unitary status. The appeal for 300+ homes west of Linslade has been rejected by the Appeal Inspector. This will now enable us to push ahead with our plans to make the area Green Belt, as part of our VALP.

1040 **Finance:**

1040.1 Bank balances:

Barclays/Santander	£
Community (Barclays)	27,919.99
Business Reserve (Barclays)	4,282.49
Business Premium (Barclays)	1,503.56
Investment Business Premium (Barclays)	0.04
Business Reserve (Santander)	54,607.64
Business Bond (Santander)	85,834.17
TOTAL	174,147.89

1040.2 The Chairman proposed, seconded by Cllr New the approval of the following payments, all agreed:

Cheque Number	Payee	£
700525	K Barker – Salary	381.40
700525	K Barker – Expenses	28.22
700526	HMRC – Clerks Tax	95.40
700527	Turney Landscapes – grass cutting	750.00
700528	Marco Loxley – Youth Café	341.87
700529	D Bratt – various grant application expenses	56.77
700530	B Osborne – payroll	60.00
700531	e.on – electricity bill	364.65
	TOTAL	2,078.31

- 1040.3 Other financial matters:
1040.3.1 Budget Report
The Clerk gave a budget report to all Cllrs showing expenditure to date.
1040.3.2 Quarterly Bank Reconciliation
Cllr New reviewed the accounts and approved the quarterly bank reconciliation.
Cllr New signed the bank reconciliation to confirm approval.

1041 **Review of Projects**

- 1041.1 Traffic Calming Measures - Lower Way
The Chairman spoke about a virtual footpath that he had recently seen. He said that he will contact the Local Area Technician, Matt Whincup to arrange a village meeting. **(Action Chairman)**
- 1041.2 Play Area – progress report
Cllr Bratt gave out a printed summary of all four projects undertaken to date, including the new play area, showing the level of monetary contribution from the Parish Council, other sources and in particular, grants at 49% of the combined total. Cllrs agreed that this was a superb achievement and thanked Cllr Bratt for his hard work with all the projects.

Cllr Bratt said that the official opening of the new play area will be arranged and the Rotary Club will be invited. A plaque for the trim trail will be organised by them. Cllr Bratt proposed, seconded by Cllr New to tidy up the hedge adjacent to the play area at a cost of £75, all agreed.

1042 **Village Improvements Committee**

The Chairman said that the footpath at Foxhole needs to be completed. Cllr Jackson proposed, seconded by Cllr Bratt to accept a quotation of £320 + Vat from Mainland Aggregates for the materials required, all agreed.

- 1042.1 Mobile Vehicle Activated Signs
The Chairman said that he regularly moves the signs around the allocated locations in the village. Speeding vehicles have been recorded with one vehicle travelling at 70mph. Cllr New enquired whether the device can be placed in Heath Road. The Chairman said that the purchase of an additional ground socket and installation is expensive but a small bracket can be used and fixed to a post. Cllr New agreed to ascertain whether there is a suitable post that can be used.
(Action Cllr New)

1043 **Village Matters:**

- 1043.1 Land at Green End - Vale of Aylesbury Housing Trust
The Chairman to contact the Solicitor to start the process of adverse possession.
(Action Chairman)
- 1043.2 Public footpaths – progress (Access from Cricket Club to John Horncapps Lane/Pochards Lake to Cuff Lane)
Cllr Jackson said that the permissive path agreement will shortly be finalised.
- 1043.3 Cuff Lane Residents parking signs
The Chairman said that the parking problem has been getting worse since the signs were removed. He said that there has been an offer from a resident for the signs to be put back up on their land. The item is on the LAF agenda. The Chairman said that he will enquire with Transport for Bucks whether disabled parking can be put in for a resident in Cuff Lane. **(Action Chairman)**
- 1043.4 Parish Plan – for review
Resident Mark Stasiuk to arrange a meeting.
- 1043.5 Village Logo
The Chairman said he has been in contact with the school and that he will speak to Cllr Wight regarding the final design and whether there is any progress. **(Action Chairman)**
- 1043.6 Village street lighting
The Chairman said that Western Power has reported that the light in the Old Post Office porch does not work and was removed for safety purposes. They have agreed to look for a replacement.
- 1043.6.1 Bucks County Council maintenance
The Chairman said that he is waiting for more information from BCC.
- 1043.6.2 Survey of lights
Mr Paul Stearman, a resident and qualified lighting engineer, wrote to the Parish Council offering to survey the lights in the village free of charge. It will need to be ascertained from Aylesbury Mains what type of bulb is in each light and then the cost and energy saving implications can be ascertained. The lights can be replaced with either new fittings or LED's. The Parish Council thanked Mr Stearman and accepted his offer. The Chairman and Clerk to liaise with Mr Stearman.

1043.7 School Parking – update
Cllr New said that the issue is ongoing.

1043.8 Broadband
Cllr Bratt said that he has spoken to AVDC regarding Aylesbury Vale Broadband and that a competitor, Gigaclear, is working in the area which is causing a delay to the timescales. Cllr Middleton said that there is currently an investigation in to the AVDC rural broadband project.

1043.9 Village website/publicity
Cllrs agreed that the website needs regenerating and that it would be beneficial for the Parish Council to own its own website. Cllr Middleton agreed to correspond with all Cllrs with suggestions and rebuild the website. **(Action Cllr Middleton)**

1044 **Youth Café**

The Parish Council agreed to remove the item from the agenda as there was nothing further to report.

1045 **Play Areas (also see projects)**

The Parish Council agreed to remove the item from the agenda as there was nothing further to report.

1046 **Parish Council Administration**

1046.1 Asset Register/Risk Assessment/Standing Orders/Financial Regulations – yearly review
Cllrs agreed to the following amendments with approval of all documents taking place at the February meeting. The Chairman and Cllr Bratt agreed to email any further amendments to the Clerk. **(Action Chairman/Cllr Bratt, Clerk)**

Asset Register amendments/additions:

Parish Hall value - increase to £520,000 in line with the insurance schedule

Bench x 2 £334

Dog Bin £314

Poors Acre Sign £638

Map and frame (in meeting room) x 2 £300

Financial Regulations (new version):

Cllrs agreed that the Clerks minor expenditure items be increased to £250

Risk Assessment

Item 7 and 8 to be amended 'Action' Cllr New.

1046.2 Vic and Litter Pick Risk Assessment

Cllr New agreed to draw up a generic form for completion by the VIC and Litter Pick. The Chairman to ascertain the cost of safety equipment for the VIC. **(Action Chairman/Cllr New)**

1046.3 Insurance and Health and Safety Policies – Sub Contractors

The Chairman said that Contractors must supply copies of their insurance and health and safety policies. Turney Landscapes has supplied copies of theirs but the Clerk to ask Aylesbury Mains for copies of their documents. **(Action Clerk)**

1047 **Public Participation** (see end of minutes)

1048 **Planning:**

1048.1 Planning Applications:

1048.1.1 16/0444/APP – 2 Home Farm Lane – demolition of existing extension and erection of new two storey residential dwelling. The Parish Council has no objection to the application.

1048.2 Decisions:

1048.2.1 16/03950/APP – 7 Lower Way – two storey rear extension (amendment to approved planning permission ref 15/03004/APP). Approved. Noted by the Parish Council.

1048.2.2 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. Withdrawn. Noted by the Parish Council.

1048.3 Other Planning Matters:

1048.3.1 Development Control Meetings
Nothing to report.

- 1048.3.2 15/02201/AOP – Eaton Leys - Land west of A4146, South of Watling Street
The Clerk to remind Cllr Wight to draw up a letter to send to the Secretary of State for Communities and Local Government to object to the application.
(Action Cllr Wight/Clerk)
- 1048.3.3 Orchard Mill – development query
Nothing to report.
- 1048.3.4 Great Firs – quad biking – 15/02585/APP
Nothing to report. Remove from the agenda.
- 1048.3.5 Galley Cottage, Galley Lane
Nothing to report. Remove from the agenda.

1049 **Correspondence**

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

1050 **Matters for the newsletter**

Summary of projects, unitary authority proposals

1051 **Date of next meeting – Parish Council Meeting - Tuesday 7th February 2017 at 7.30pm**

1052 **The meeting closed at 9.35pm**

Minute of Public debate

Resident, Mr Stasiuk acknowledged Cllr Bratts hard work with all the projects he was involved with and the grants he had obtained on behalf of the Parish Council. Mr Stasiuk said that a new fire alarm control panel has been put in the Parish Hall at a cost of £845 + VAT. The Parish Council agreed to pay for the work. Mr Stasiuk said that he will arrange for the invoice to be sent to the Clerk. Mr Stasiuk said that after the incident with the water heater a new water shut off valve has been installed. The device is located in the disabled toilet and is intended for emergency use only. A notice will be displayed to let hirers know the location with simple instructions.

Resident, Mr Turner said that the table in the Spinney has been moved to an area that is vulnerable to cricket balls. The Chairman said that the table can be moved again if necessary and it will be monitored. Mr Turner said that the waymarker stone has been knocked over and he is happy to repair it. He also agreed to remove an old tyre left outside the Parish Hall. Mr Turner also offered to donate some planings to the Parish Council for use at the Foxhole to reduce costs. The Parish Council thanked Mr Turner.

MINUTES of the Meeting of **Great Brickhill Parish Council** held on
Tuesday 7th February 2017 at 7.30pm in the Parish Hall, Great Brickhill

PRESENT: Cllrs Mr C Leech (Chairman), Mr D Bratt, Mr R Kettle, Ms B Wight, District Cllr Mr N Blake

IN ATTENDANCE: Mrs K Barker (Clerk), 3 members of the public were present

The Parish Council were saddened to hear of the death of Brenda Jennings, a former County Cllr for Great Brickhill. Brenda was remembered for her continued attendance at Parish Council meetings and the support she gave to the Parish of Great Brickhill over the many years she served as County Cllr.

The Parish Council were saddened to hear of the death of Margaret Wolfendale. Margaret was remembered for her significant contribution to the village of Great Brickhill. She was a founder member of the Tennis Club and involved in the formulation of the Parish Plan.

1053 **Apologies for absence** – Cllrs Mr K Jackson, Mr A Middleton, Mrs W New, County Cllr Mrs J Blake

1054 **Minutes**

The minutes of the meeting held on the 10th January 2017 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.

1055 **Declarations of Interest**

There were no declarations of interest.

1056 **Matters arising**

There were no matters arising.

1057 **Reports (County and District Cllrs, other organisations)**

County Cllr Blake

District Cllr Blake spoke on behalf of County Cllr Blake. He said that there will not be any village walk arounds with the Local Area Technicians until the new financial year.

District Cllr Blake

District Cllr Blake spoke about the Governments housing white paper and said that he was unsure what the impact will be on the Vale of Aylesbury Local Plan. AVDC has employed a consultancy to go through the housing numbers but they are expected to be accurate. District Cllr Blake spoke about broadband and said that Gigaclear are laying cables in the village. Aylesbury Vale Broadband will not be supplying Great Brickhill and anyone who signed up will receive a refund. District Cllr Blake spoke about the bid for unitary status and urged the Parish Council to write with their support to either the AVDC or Bucks CC proposal.

1058 **Finance:**

1058.1 Bank balances:

Barclays/Santander	£
Community (Barclays)	26,980.95
Business Reserve (Barclays)	4,282.49
Business Premium (Barclays)	1,758.56
Investment Business Premium (Barclays)	0.04
Business Reserve (Santander)	54,612.27
Business Bond (Santander)	85,834.17
TOTAL	173,468.48

1058.2 The Chairman proposed, seconded by Cllr Wight the approval of the following payments, all agreed:

Cheque Number	Payee	£
700532	K Barker – Salary	305.24
700532	K Barker – Expenses	38.40
700533	HMRC – Clerks Tax	76.20
700534	Turney Landscapes – grass cutting	750.00
700535	MK Fire – hall fire alarm replacement	1,014.00
700536	Great Brickhill PCC – annual maintenance	400.00
700537	Marco Loxley – Youth Café	318.57
	TOTAL	2,902.41

- 1058.3 Other financial matters:
 1058.3.1 Budget Report
 The Clerk gave a budget report to all Cllrs showing expenditure to date.
 1058.3.2 MUGA bookings income £15 and £240
 Noted by the Parish Council.

1059 **Review of Projects**

- 1059.1 Traffic Calming Measures - Lower Way
 The Chairman said that a meeting with Matt Whincup, the Local Area Technician has not been held as he has been dealing with road issues particularly potholes. The Chairman said that he will try to get a meeting arranged in late February. **(Action Chairman)**
- 1059.2 Play Area
 Cllr Bratt confirmed that the official opening of the new play area may take place on 19th May. He said that he is hoping to get the MP for Buckingham, John Bercow to open it.

1060 **Village Improvements Committee**

The Chairman said that resident, Mr Michael Turner, had kindly supplied the road scrapings but that some more may need to be purchased. The Chairman said that it has also been reported that grass is growing on the new footpath in the cemetery and this will be dealt with.

- 1060.1 Mobile Vehicle Activated Signs
 The Chairman said that he has replaced the batteries in the units.

1061 **Village Matters:**

- 1061.1 Land at Green End - Vale of Aylesbury Housing Trust
 Nothing further to report.
- 1061.2 Public footpaths – progress (Access from Cricket Club to John Horncapps Lane/Pochards Lake to Cuff Lane)
 The permissive path agreement has been given to the land owner for submission to their solicitor.
- 1061.3 Cuff Lane Residents parking signs
 The Chairman said that he attended the Local Area Forum. The petition regarding the signs was discussed but there seemed to be some confusion. The LAF said they would not fund the signs as they cannot be enforced but this was not the reason for the petition as the signs have already been purchased. The issue is that they were taken down as requested by the Local Area Technician which has again had a detrimental effect on parking in Cuff Lane. The Chairman said that areas of private land or on private property will have to be identified for the signs. It was suggested that single white lines be put on the road across residents driveways. Cllr Blake said that the LAF could possibly pay for this work as there is money available.
- 1061.3.1 Disabled parking
 It was noted that a disabled parking area is needed for a resident in Cuff Lane. The Chairman said that the resident will need to apply for it but that he will look in to the process. **(Action Chairman)**
- 1061.4 Parish Plan – for review
 Nothing to report.
- 1061.5 Village Logo
 Cllr Wight agreed to chase up the designer. **(Action Cllr Wight)**
- 1061.6 Village street lighting
- 1061.6.1 Bucks County Council maintenance
 The Chairman said that there is a seminar in March that he will try to attend.
- 1061.6.2 Survey of lights
 Mr Paul Stearman undertook a survey of the village lights as agreed at the January meeting. He found that there are currently six different types of light fitting. The wattage needs to be ascertained. Mr Stearman said that he will look at the costs of changing all lights to LED's. The Clerk gave a copy of an old survey of village lights to Mr Stearman.
- 1061.7 School Parking – update
 Cllr Bratt reported that Cllr New is working with other parents to finalise a scheme to submit to the school.

- 1061.8 Broadband
Cllr Bratt said that Gigaclear are putting in cabling in the village and they will need to repair any disrupted roads. Permission to lay the cables has been granted by Bucks CC. There will be a public meeting in the Parish Hall on Monday 20th Feb at 7:30pm when they will answer any questions.
- 1061.9 Village website/publicity
The Chairman proposed, seconded by Cllr Wight to buy 3 domain names for £25, all agreed. Further discussions are on-going regarding the regeneration of the website.
- 1061.10 Boundary with Soulbury
The Chairman said that he has discovered that the local authority has the power to redefine local boundaries. District Cllr Blake agreed to look in to it.
- 1061.11 Dog bin – replacement and relocation
The Chairman proposed, seconded by Cllr Wight to purchase a dog bin at a cost of £376.14 including VAT to replace the broken dog bin at Pound Hill, all agreed. This will need to be relocated to an area between the bus shelter and noticeboard at Cross End.
(Action Clerk)
- 1061.12 Modernisation of local government
Cllrs spoke about AVDC's proposals for modernising local government. AVDC has voted in favour of submitting a proposal for two new unitary councils for Buckinghamshire, replacing the current two-tier structure of county and district councils. The Parish Council agreed to support the two tier structure and the Chairman agreed to draft a letter of support to District Cllr Blake. The Chairman said that an update meeting is being held on 23rd February at 7pm at the Gateway, Aylesbury. **(Action Chairman)**
- 1062 **Parish Council Administration**
- 1062.1 Asset Register/Risk Assessment/Standing Orders/Financial Regulations – yearly review
Cllr Wight proposed seconded by the Chairman to accept the Risk Assessment, Standing Orders and Financial Regulations with the amendments agreed at the January meeting, all agreed. It was agreed that the Asset Register be reviewed at the March meeting once Cllr Bratt has confirmed the play area additions and the final amendments are made.
- 1062.1.1 Vic and Litter Pick Risk Assessment generic form - progress
Cllr Bratt said that Cllr New is in the process of drafting the form.
- 1063 **Public Participation** (see end of minutes)
- 1064 **Planning:**
- 1064.1 Planning Applications:
- 1064.1.1 17/00064/APP – Land at 4 and 6 Heath Road, erection of one dwelling with access from Heath Road (Part-Retrospective). The Parish Council object to the application due to the adverse impact on the neighbouring property. They agreed that the changes are quite significant and in order to understand the full impact the Planning Department should carry out a site visit.
- 1064.2 Decisions:
There were no decisions.
- 1065.3 Other Planning Matters:
- 1065.3.1 Development Control Meetings
Nothing to report.
- 1065.3.2 15/02201/AOP – Eaton Leys - Land west of A4146, South of Watling Street
Cllr Wight to draw up a letter to send to the Secretary of State for Communities and Local Government to object to the application. **(Action Cllr Wight/Clerk)**
- 1065.3.3 Orchard Mill – development query
Cllr Wight said that this is still ongoing.
- 1065.3.4 Great Firs – quad biking – 15/02585/APP
Cllr Wight said that the quad biking website is up and running and events are continuing. She said that she has emailed the Planning Officer, Philip Dales.
- 1065.3.5 Galley Cottage, Galley Lane
Cllr Wight said that she has emailed the Planning Officer, Philip Dales.

1066 **Correspondence**

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

1067 **Matters for the newsletter**

Broadband, Play Area official opening, Litter Pick 25th March

1068 **Date of next meeting – Parish Council Meeting - Tuesday 7th March 2017 at 7.30pm**

1069 **The meeting closed at 9.25pm**

Minute of Public debate

Cllr Wight confirmed that the litter pick will be held on Saturday 25th March 2017.

A resident expressed her concern regarding the building works at Land at 4 and 6 Heath Road in particular the windows.

MINUTES of the Meeting of **Great Brickhill Parish Council** held on
Tuesday 7th March 2017 at 7.30pm in the Parish Hall, Great Brickhill

PRESENT: Cllrs Mr C Leech (Chairman), Mr D Bratt, Mr K Jackson, Mr R Kettle, Mr A Middleton, Mrs W New, District Cllr Mr N Blake

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

1070 **Apologies for absence** – Cllrs Ms B Wight, County Cllr Mrs J Blake

1071 **Minutes**

The minutes of the meeting held on the 7th February 2017 were amended at Point 1059.2 and then approved. Cllr Kettle proposed, seconded by Cllr Bratt the approval of the minutes as a true record, all agreed by those present and signed by the Chairman.

1072 **Declarations of Interest**

Cllr Leech (Chairman) Finance Point 1075.2

Cllr Jackson – land at Green End Point 1079.1 (non-pecuniary)

1073 **Matters arising**

There were no matters arising.

1074 **Reports (County and District Cllrs, other organisations)**

County Cllr Blake

County Cllr Blake was not present.

District Cllr Blake

District Cllr Blake spoke about AVDC's bid for unitary status and that a decision is expected later in the year. The Governments housing white paper will have an impact on the numbers of new houses in the Vale of Aylesbury Local Plan and it may need to be amended. The Eaton Leys planning application has been withdrawn by the developer with regard to the development on the Aylesbury Vale side and he is unsure whether a new or revised application will be submitted. The Milton Keynes part of the development has been supported by the Secretary of State. The new homes bonus has been agreed by the Council but they are broadening the remit. AVDC are reshaping the way the Council works and although there will be job losses, it will improve the way the Council works.

1075 **Finance:**

1075.1 Bank balances:

Barclays/Santander	£
Community (Barclays)	23,581.27
Business Reserve (Barclays)	4,282.49
Business Premium (Barclays)	1,878.56
Investment Business Premium (Barclays)	0.04
Business Reserve (Santander)	54,616.91
Business Bond (Santander)	85,834.17
TOTAL	170,193.44

1075.2 The Chairman proposed, seconded by Cllr Jackson the approval of the following payments, all agreed:

Cheque Number	Payee	£
700538	K Barker – Salary	305.24
700538	K Barker – Expenses	28.22
700539	HMRC – Clerks Tax	76.20
700540	Turney Landscapes – grass cutting	750.00
700541	Marco Loxley – Youth Café	295.40
700542	PHC – hall hire for Youth Café	315.00
700543	AVDC – dog bins emptying	1,007.97
700544	C Leech – reimburse for laurel saplings	109.56
700545	Bucks Playing Fields Assoc – membership	20.00
700546	Bucks Best Kept Village Competition	20.00
	TOTAL	2,927.59

- 1075.3 Other financial matters:
- 1075.3.1 Budget Report
The Clerk gave a budget report to all Cllrs showing expenditure to date.
- 1075.3.2 MUGA bookings income £30 and £90
Noted by the Parish Council. Cllr Bratt agreed to investigate the cost of cleaning the lights in the MUGA. The Parish Council spoke about using the MUGA bookings income towards the cost. **(Action Cllr Bratt)**

1076 **Review of Projects**

- 1076.1 Traffic Calming Measures - Lower Way
The Chairman said that Tfb are busy dealing with potholes but that he will contact Matt Whincup again shortly to arrange a village meeting.
- 1076.2 Play Area
Cllr Bratt confirmed that he has emailed the MP for Buckingham, John Bercow asking him to open the new play area.

1077 **Village Improvements Committee**

The Chairman said that due to the kind generosity of resident, Mr Michael Turner, road planings have been put along the footpath at the Foxhole. Mr Turner has kindly offered to supply more planings. Mr Turner was thanked by the Parish Council.

- 1077.1 Mobile Vehicle Activated Signs
The Chairman said that the device on Ivy Lane is not working properly, even with a fully charged battery.
- 1077.2 Letters to landowners regarding hedges and ditches
The Chairman suggested that a letter be sent to all landowners to remind them of their obligations regarding the upkeep of the hedges and ditches on their land. It was agreed that a list of landowners be compiled. **(Action Chairman)**
- 1077.3 Litter Pick
The Chairman reminded Cllrs that the event is to be held on Saturday 25th March from 9.30am.
- 1077.4 The Chairman proposed, seconded by Cllr Jackson to purchase a leaf blower/sucker at a cost of £270, all agreed. Cllr Bratt said that this will help maintain the artificial grass in the new play area and that he will purchase the equipment and claim reimbursement. **(Action Cllr Bratt)**

1078 **Parish Hall Committee**

Cllr Bratt confirmed that he is the new Chairman of the Parish Hall Committee. He reported that:

- A 30 year cash flow projection has been drawn up
- Grants have been applied for with regard to new chairs with arms
- A new Caretaker is now in place and working well
- The issue with the licence and the number of hours that the hall can be open has been resolved. The hall does not need a licence as the activities held there are not for financial gain. The hours will now be reviewed and the hall will be available on a Sunday.
- The Committee are looking in to electronic payment of bills
- The Committee are looking in to a website
- A pricing model is being looked in to
- A list of all contacts in the village has been compiled and will be distributed
- An insurance claim has been submitted to replace a fire door as it had been accidentally damaged in high winds.

1079 **Village Matters:**

- 1079.1 Land at Green End - Vale of Aylesbury Housing Trust
Nothing further to report.
- 1079.2 Public footpaths – progress (Access from Cricket Club to John Horncapps Lane/Pochards Lake to Cuff Lane
Cllr Jackson said that minor amendments to the permissive path agreement have been recommended.
- 1079.3 Cuff Lane Residents parking signs
The Chairman said that the signs can be mounted on private property and he is aware of two residents that would be willing to have the signs on their land.
- 1079.4 Parish Plan – for review
The Parish Council discussed neighbourhood plans. District Cllr Blake suggested that the Parish Council postpone any decision until the district plan is in place. It was agreed not to update the Parish Plan for the time being.

- 1079.5 Village Logo
The Chairman suggested that as the Parish Council could not choose between three of the designs, that three certificates be awarded. The Chairman agreed to liaise with the school. The designs are with the designer. **(Action Chairman)**
- 1079.6 Village street lighting
1079.6.1 Bucks County Council maintenance
Nothing to report.
1079.6.2 Survey of lights
The Chairman said that a revised report is awaited and that he will chase this up. **(Action Chairman)**
- 1079.7 School Parking – update
Cllr New said that she is still working on the issue and has received a great deal of help from resident, Pippa White. She reported that a letter and questionnaire will be sent to the school. A meeting will be held with the school regarding a travel plan and the biggest aim is to get a walking bus in place.
- 1079.8 Broadband
Cllr Bratt said that Gigaclear are putting in cabling in the village.
- 1079.9 Village website/publicity
Cllr Middleton agreed to purchase the new web domain names on behalf of the Parish Council and claim the money back as agreed at the February meeting. **(Action Cllr Middleton)**
- 1079.10 Boundary with Soulbury
District Cllr Blake reported that AVDC is due to carry out a Community Governance Review next year. The process will start later this year when parishes will be asked if they have any issues that they would like to be considered under that review. The issue of the boundary between Great Brickhill and Soulbury can be addressed at that time. Full details of what is required will be made clear but it is likely to include agreement from property owners for a change of parish and maps showing how the proposed new boundary will look. The Parish Council agreed to take the item off the agenda until October.
- 1079.11 Dog bin – replacement and relocation
The Chairman confirmed that he has corresponded with waste services regarding the location.
- 1079.12 PCC – Churchyard Regulations – adoption of by Parish Council
The Chairman proposed, seconded by Cllr Bratt to adopt the Churchyard Regulations, all agreed. The Clerk to confirm adoption to Phillippa Cook. **(Action Clerk)**
- 1079.13 Old Baptist Chapel Memorial – maintenance
VIC to look at the memorial to see what maintenance needs to be done.
- 1079.14 Best Kept Village Competition
The Clerk to complete the entry form and return it before the end of April. **(Action Clerk)**
- 1080 **Parish Council Administration**
- 1080.1 Asset Register review
The Chairman proposed, seconded by Cllr Bratt to accept the amended asset register, all agreed. The Clerk to send an updated list of assets to the insurance company to ensure that the insurance is up to date. The Clerk said that she is also in the process of obtaining a new insurance quotation. **(Action Clerk)**
- 1080.1.1 Vic and Litter Pick Risk Assessment generic form - progress
Cllr New gave out a draft form. Cllrs agreed that participants must wear the appropriate clothing in accordance with the form.
- 1080.2 Internal Audit Review
The Clerk confirmed that any relevant risk areas are discussed with the internal auditor; the internal auditor is sufficiently independent, unbiased and objective and has sufficient knowledge to carry out the audit. Dates of the internal audit are communicated to the Parish Council and any subsequent reports are also communicated and minuted. The Parish Council agreed for Mr John Marshall to carry out the internal audit again for 2016/17.
- 1081 **Public Participation** (see end of minutes)
- 1082 **Planning:**
- 1082.1 Planning Applications:
1082.1.1 16/04084/ACL – Bryerley Springs Farm, Galley Lane – conversion of part of barn to residential accommodation as a single 2 bedroom apartment. The Parish

- Council object to the application as there is no proof that there is a need for accommodation to support equestrian activities.
- 1082.1.2 16/00166/APP – The Stables, Ivy Lane – retention of existing mobile home. The Parish Council support the application.
- 1082.1.3 16/00505/ALB – Broomhill House, Stoke Lane – re-tile main roof, replace rainwater gear and re-point chimneys. The Parish Council support the application.
- 1082.1.4 16/00593/APP – Rectory Farm, Church Lane – erection of building for use in association with cattle farming. The Parish Council support the application.

1082.2 Amended plans:

- 1082.2.1 16/03357/APP – Land at Green End Cottage, Green End – the construction of one self heating, carbon neutral subterranean dwelling house, a double car port and a driveway. The Parish Council support the application.

1082.3 Decisions:

- 1082.3.1 16/0444/APP – 2 Home Farm Lane – demolition of existing extension and erection of new two storey residential dwelling. Approved. Noted by the Parish Council.
- 1082.3.2 16/03840/APP – Land at Mill Lane – change of use from agricultural land to sports field and provision of car park. Approved. Noted by the Parish Council.
- 1082.3.3 15/02201/AOP – Eaton Leys - Land west of A4146, South of Watling Street. Withdrawn. Noted by the Parish Council.

1082.3 Other Planning Matters:

- 1082.4.1 Development Control Meetings
Nothing to report.
- 1082.4.2 Orchard Mill – development query
Nothing to report.
- 1082.4.3 Great Firs – quad biking – 15/02585/APP
Cllr Middleton agreed to look in to the issue.
- 1082.4.4 Galley Cottage, Galley Lane
Cllr Middleton agreed to look in to the issue.

1083 **Correspondence**

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

1084 **Matters for the newsletter**

Hedges and ditches, litter pick, best kept village competition

1085 **Date of next meeting – Parish Council Meeting - Tuesday 4th April 2017 at 7.30pm**

1086 **The meeting closed at 9.50pm**

Minute of Public debate

The Police attended the meeting and gave out some ‘thieves beware’ posters. There has not been a lot of crime in the area. The Police have carried out an operation to patrol the churches in the evenings due to the theft of lead.