

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

PRESENT: Cllrs Ms B Wight (Chair), Mr D Bratt, Mr K Jackson, Mr R Kettle, District Cllr Mr N Blake

IN ATTENDANCE: Mrs K Barker (Clerk), 16 members of the public were present

876 **Apologies for absence** – Cllrs Barnett, Leech, Middleton, County Cllr Mrs J Blake

877 **Minutes**

The minutes of the meeting held on the 2nd February 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 Chair.

878 **Declarations of Interest**

Cllr Wight Finance Point 881.2

879 **Matters arising**

There were no matters arising.

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

The Chair spoke about the sad passing of Tim Amies. She said that Tim Amies had been a great presence in Great Brickhill and made a significant contribution to the village. He will be greatly missed.

County Cllr Blake

District Cllr Blake spoke on behalf of County Cllr Blake. He said that Bucks County Council has agreed an increase in their council tax share of 1.9%. In addition there will be a 2% increase specifically for the social care budget. The transitional funding received from the Government will be used towards the areas where cuts were to be made.

District Cllr Blake

District Cllr Blake gave his report. He said that all parish precepts have been received and agreed. A conference was held recently to share with other Councils what methods AVDC has adopted to save money, 120 delegates attended. The Council have formed a company called Limecart. This will be to provide additional services to residents. The Council are shortlisted for the awards in IT excellence scheme.

Lesley Willis – Rotary Club

Lesley Willis said that the Rotary district grants allow a two year building period which means that the trim trail project will need to be completed by 26th November 2016. She said that the Club would like a rotary plaque placed on the equipment and if possible, an unveiling ceremony when the project is completed. Cllr Bratt said that the trim trail is likely to be completed in June.

881 **Finance:**

881.1 Bank balances:

Barclays/Santander	£
Community (Barclays)	41,256.28
Business Reserve (Barclays)	4,280.37
Business Premium (Barclays)	960.53
Investment Business Premium (Barclays)	0.04
Business Reserve (Santander)	54,455.01
Business Bond (Santander)	85,000.00
TOTAL	185,952.23

881.2 Cllr Bratt proposed, seconded by Cllr Kettle the approval of the following payments, all agreed:

Cheque Number	Payee	£
700421	K Barker – Salary	287.68
700421	K Barker – Expenses	64.04
700422	HMRC – Clerks Tax	72.00
700423	GB PCC – churchyard upkeep	400.00
700424	Bucks Playing Fields sub	20.00
700425	M S Landscapes – hedge trimming	85.00
700426	Marco Loxley – Youth Café	261.60
700427	B Wight – re-imburse for advert in newsletter	12.00
	TOTAL	1,202.32

881.3 Other financial matters:

881.3.1 Budget Report

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

881.3.2 Bank Accounts

881.3.2.1 Change of mandate/signatories - Santander

The Clerk was supplied with the remaining documents for the mandate change. The documents to be sent to Santander. **(Action Clerk)**

881.3.2.2 Closure of Barclays account

The closure of the Barclays account is pending.

881.3.3 MUGA bookings income - £70

Noted by the Parish Council.

881.3.4 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; responsibilities of the Clerk/RFO and the internal auditor are clear. Dates of the internal audit are communicated to the Parish Council and any subsequent reports are also communicated and minuted. Noted by the Parish Council.

881.3.5 Payroll operating costs increase £20 per run

Noted by the Parish Council

881.3.6 Solar Panels insurance – additional premium - £49.74 (inc 9.5% insurance tax and admin of £28)

The Chair proposed, seconded by Cllr Bratt to accept the additional premium of £49.74. The Clerk to raise a cheque for the next meeting. The Parish Hall Committee agreed to look in to alternative insurers. **(Action Clerk)**

882 **Review of Projects**

882.1 Footpath Lower Way – Phase 2

The Chair said that she has heard from Keith Burns at Tfb and his report is now complete. She said that she will be meeting with him shortly.

882.2 Parish Hall car park

882.2.1 Signs

Nothing further to report.

882.2.2 Block paving – damaged bricks

Cllr Bratt said that chips are still occurring and he is still looking in to it.

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

882.3.1 New toddler play area

Cllr Bratt said that the trim trail has been included in the new toddler play area and is likely to be completed in June. He said that he will apply for S106 money when the scheme is final. The outcome of the WREN grant application will be known at the end of April.

883 **Village Improvements Committee**

883.1 Poors Acre

883.1.1 Information Board

The Chair said that Cllr Leech has sent the artwork to the printers.

883.1.2 Unauthorised fence

A letter to be sent to Blue Gates Farm in conjunction with the Chair.

(Action Chair/Clerk)

883.2 Foxhole

883.2.1 Footpath progress

Nothing further to report.

883.3 Mobile Vehicle Activated Signs

For further discussion at the next meeting.

883.4 Litter Pick

The litter pick to be held on Saturday 12th March 2016.

884 **Village Matters**

884.1 Schedule of works

Nothing to report.

884.2 Parking issues (Cuff Lane, Rotten Row, Green End)

It was agreed that the item be removed from the agenda.

884.3 Trim Trail progress report

See Point 880 and 882.3.1

884.4 Grass cutting – 2016 Season tenders

The Chair confirmed that three Contractors had been seen and the quotations ranged from £6,825 to £11,150. The Chair proposed, seconded by Cllr Jackson to offer the grass cutting contract to Turney Landscapes and accept their quotation of £7,500 for the 2016 season, all agreed. The Clerk to confirm this in writing to Turney Landscapes and obtain any other paperwork necessary including references. The Clerk to also write to all unsuccessful Contractors. **(Action Clerk)**

- 884.5 Boundary with Soulbury
District Cllr Blake said that he attended Soulbury Parish Councils last meeting. He believes that they did agree that there was no issue with the boundary change and that the Clerk should receive a letter to that effect.
- 884.6 Old Red Lion – Asset of Community Value
The Chair said that she understood that the structural issues have been resolved and the building is being refurbished, so the application in relation to ACV can proceed. **(Action Chair)**
- 884.7 Brown Tourist Signs
The Chair to follow up with David Cairney at Tfb.
- 884.8 Broadband
Nothing further to report.
- 884.9 Weight restriction – Little Brickhill Lane
The Chair said that she is waiting for a reply from Tfb.
- 884.10 Public footpaths
- 884.10.1 Access from Cricket Club to John Horncapps Lane
- 884.10.2 Pochards Lake to Cuff Lane
Cllr Jackson said that Bucks CC will be holding a footpaths workshop on 6th May which he is hoping to attend.
- 884.11 Three Trees Noticeboard
Cllr Kettle said that the board is in a bad state of repair and it was refurbished not long ago. The Chair said that she will take a look at it and see if the Contractor who did the work will rectify the problem. **(Action Chair)**
- 884.12 Defibrillator – registration
The Chair said that the defibrillator is now registered and that she is awaiting confirmation that the equipment is live with the ambulance service. The Chair to contact Debbie Pincott regarding training. **(Action Chair)**
- 884.13 Parish Plan – for review
The Chair, Clerk and Mark Stasiuk agreed to meet to review the parish plan. A date to be agreed.
- 884.14 Village Logo
Various ideas were discussed including the Three Trees. The Chair said that she will speak to Lisa Jenkins to ask if she would be willing to draw something up. **(Action Chair)**
- 884.15 Best Kept Village Competition
The Clerk said that she is awaiting the application form for this year's competition.
- 884.16 Queens 90th birthday – lighting of beacon
The Chair confirmed that the beacon will be lit in Great Brickhill on 21st April
- 885 **Youth Café**
- 885.1 Attendance fee increase
The Chair confirmed that Marco Loxley has agreed to increase the fee from £2 to £3 per session.
- 885.2 Membership and member locations information
The Chair confirmed that data has been received from Marco Loxley. Cllr Bratt said that in order to consider the figures in more detail, the information will be needed from Marco every month for the time being.
- 886 **Play Areas (see also projects)**
Cllr Bratt said that he obtained 3 quotations to trim the conifers and holly ranging from £750 to £2,150. Cllr Bratt agreed to contact Turney Landscapes to see if they can match the lowest quotation. The Chair proposed, seconded by Cllr Kettle to accept the quotation from Goodfellers Ltd for £750, all agreed.
- 887 **Public Participation** (see end of minutes)
- 888 **Planning:**
- 888.1 **Planning Applications:**
- 888.1.1 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. The Parish Council to undertake a site visit.
- 888.1.2 16/00543/APP – High Ash Church of England School – installation of detached pre-fabricated modular kitchen and dining room. The Parish Council support the application.
- 888.2 **Decisions:**
- 888.2.1 15/03996 – Great Brickhill Cricket Club – twin level decking and seating area with wooden picnic benches. Approved. Noted by the Parish Council.

888.2.2 15/04088 – Broomhill House Lodge, Stoke Lane – one and a half storey side/rear extension, front porch and alteration to driveway to provide parking. Approved. Noted by the Parish Council.

888.3 Other Planning Matters:

888.3.1 Development Control Meetings (17th February)

14/03724/AOP – Land at Valley Farm

District Cllr Blake said that the application was refused and it is up to the applicant to appeal.

888.3.2 15/02201/AOP – Eaton Leys - Land west of A4146, South of Watling Street

The Chair said that a meeting of the Action Group will take place shortly and she will try to attend. The application may be determined in Milton Keynes in March. The Aylesbury Vale application will be considered after that.

888.3.3 Orchard Mill – development query

The Chair said that she has reported the breaches of planning to the planning department numerous times but they are very slow to respond. District Cllr Blake said that he will look in to it.

888.3.4 16/00093/COUAR – Barns at Paper Mill Farm, Bragenham Side

The Parish Council made their objections to the application after the February meeting and the comments were submitted to the planning department. The detailed comments are attached to the minutes.

889 Parish Council Administration

889.1 Grant awarding Policy and Procedure

The Chair proposed, seconded by Cllr Bratt that the Grant Awarding Policy and Procedure be adopted by the Parish Council and placed on the website, all agreed.

890 Correspondence

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

891 Matters for the newsletter

Queens 90th birthday – lighting of beacon

892 Date of next meeting – Tuesday 5th April 2016 at 7.30pm

893 The meeting closed at 9.15pm

Minute of Public debate

The applicants for 15 Holts Green spoke about their reason for applying for a roof conversion and said that they intended to provide the least impact to the village.

Residents spoke about their concern regarding the planning application for 15 Holts Green. Concerns included the proposed change of the current Georgian style of the house; the raising of the roof and the impact of the height on neighbouring properties; introduction of a three storey house in a road where no others exist; and that privacy will be compromised.

Resident, Mr Mark Stasiuk, said that the new Parish Hall solar panels are currently working 25% ahead of estimates for February.

GREAT BRICKHILL PARISH COUNCIL

SUMMARY OF ACTION POINTS – MARCH

Item Ref.	Action	Action On	Completed
537.3.4	Invoice CC for rent	Clerk	
829.3.2.1	Obtain additional bank details for Santander and return forms	Clerk	Pending
829.3.2.3	Ascertain when last PWLB payment to be made	Clerk	
830.2.2	Arrange for brick suppliers to attend site visit to car park	Cllr Bratt	Done
846.3.2.1	Completion/collation of change of mandate details	Cllrs Wight/Leech/Bratt and Clerk	
848.1.2	Letter to Blue Gates Farm re fence	Chair/Clerk	N/A
849.8	Liaise with Mr Cairney re brown signs	Chair	Done
849.10	Contact resident re wight limit on Little Brickhill Lane	Chair	Done
863.3.4	Update Asset Register	Clerk	
865.2.2	Look into footpaths	Cllr Jackson	Done
866.2	Contact PCSO re attendance at school times	Clerk	Done
866.3	Add solar panels to hall insurance	Clerk	Done
868	Obtain quotation for trimming conifers	Cllr Bratt	Done
Minutes of Public Debate	Look at Three Trees Noticeboard	Cllr Kettle	Done
881.3.6	Raise cheque for hall ins	Clerk	Done
884.4	Write to all unsuccessful grass contractors	Clerk	Done
884.6	Look in to Old Red Lion ACV	Chair	
884.11	Contact contractor re Three Trees Noticeboard	Chair	
884.12	Contact D Pincott re defib training	Chair	
884.14	Contact L Jenkins re village logo	Chair	Done