

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.

GREAT BRICKHILL PARISH COUNCIL

SUMMARY OF ACTION POINTS – APRIL

Item Ref.	Action	Action On	Completed
537.3.4	Invoice CC for rent	Clerk	
829.3.2.3	Ascertain when last PWLB payment to be made	Clerk	
863.3.4	Update Asset Register	Clerk	
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	
899.3.2.1	Contact Acct Mgr Santander	Clerk	Done
899.3.4	VAT refund query	Clerk	Done
902.1.1	Write to resident re trees	Clerk	Done
902.3	Contact VAHT	Clerk	
902.3	Return copy contract to Turney	Clerk	
902.13	Circulate logo	Chair	
902.14	Submit BKV application	Clerk	Done
902.16	Invites to Annual Meeting	Clerk	Done
903.1	Contact M Loxley for more info	Chair	