

**MINUTES** of the Meeting of **Great Brickhill Parish Council** held on  
**Tuesday 7<sup>th</sup> 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 3<sup>rd</sup> 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 1<sup>st</sup> 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:

<b>Barclays/Santander</b>	<b>£</b>
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
<b>TOTAL</b>	<b>233,146.40</b>

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

<b>Cheque Number</b>	<b>Payee</b>	<b>£</b>
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
	<b>TOTAL</b>	<b>7,802.30</b>

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 1<sup>st</sup> 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 6<sup>th</sup> June and 8<sup>th</sup> 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 31<sup>st</sup> 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 5<sup>th</sup> 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)**