

**MINUTES** of the Meeting of **Great Brickhill Parish Council** held on  
**Tuesday 2<sup>nd</sup> May 2017** at 7.00pm 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), 2 members of the public were present

**1105 Election of Chairman and Vice-Chairman**

Election of Chairman – Cllr Wight proposed Cllr Leech be elected as Chairman. Cllr Bratt 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 Leech 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.

**1106 Apologies for absence** – Cllr Mr R Kettle, County Cllr Mrs J Blake, District Cllr Mr N Blake

**1107 Minutes**

The minutes of the meeting held on the 4<sup>th</sup> April 2017 were approved. Cllr Bratt proposed, seconded by Cllr Wight the approval of the minutes as a true record, all agreed by those present and signed by the Chairman.

**1108 Declarations of Interest**

Cllr Wight – Planning Point 1113.1.1

**1109 Matters arising**

Cllr New spoke about the parking issues around the school. She said that she is working with the school on ways to tackle the problem and that a walk to school week event will be held as well as a walking bus set up. A small reserve of funds is needed for high visibility jackets of £130 plus VAT. The Chairman proposed, seconded by Cllr Wight to agree to the cost, all agreed.

**1110 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.

**1111 Finance:**

1111.1 Bank balances:

<b>Barclays/Santander</b>	<b>£</b>
Community (Barclays)	34,536.17
Business Reserve (Barclays)	4,282.49
Business Premium (Barclays)	1,948.56
Investment Business Premium (Barclays)	0.04
Business Reserve (Santander)	55,542.80
Business Bond (Santander)	85,000.00
<b>TOTAL</b>	<b>181,310.06</b>

1111.2 Cllr Bratt proposed, seconded by Cllr Wight the approval of the following payments, all agreed:

<b>Cheque Number</b>	<b>Payee</b>	<b>£</b>
700558	K Barker – Salary	318.88
700558	K Barker – Expenses	28.22
700559	HMRC – Clerks Tax	66.40
700560	Turney Landscapes – grass cutting	750.00
700561	B Osborne – payroll and pension submission	80.00
700562	Aylesbury Mains – light repairs	35.16
700563	CPM – play area inspections	90.00
700564	e.on – electricity bill	356.73
700565	Marco Loxley – Youth Café	391.97
	<b>TOTAL</b>	<b>2,117.36</b>

1111.3 Other financial matters:

- 1111.3.1 Budget Report  
The Clerk gave a budget report to all Cllrs showing expenditure to date.
- 1111.3.2 Quarterly Bank Reconciliation  
Cllr New reviewed the accounts and approved the quarterly bank reconciliation.  
Cllr New signed the bank reconciliation to confirm approval.
- 1111.3.3 External audit 2016/17  
The Clerk reported that the Internal Auditor will be visiting in May and the audit paperwork will need to be approved and signed at the June meeting.
- 1111.3.3 Insurance renewal  
The Clerk confirmed receipt of a quotation from Zurich of £882.10 (£810.96 for a 3 year long term agreement), a saving of £600 from the quotation from Aon. The Chairman proposed, seconded by Cllr Bratt to accept the quotation from Zurich and take up the 3 year agreement, all agreed. The Clerk to confirm acceptance to Zurich and raise a cheque at the June meeting. **(Action Clerk)**
- 1111.3.4 Precept – first half received £14,955.00  
Noted by the Parish Council.
- 1111.3.5 MUGA income - £30, £40  
Noted by the Parish Council.
- 1111.3.6 MVAS fault – repair and cost  
The Chairman said that a fault has been found in one of the signs and the cost of repair will be £885.80 plus VAT. Cllr Bratt proposed, seconded by Cllr Wight to agree to the cost, all agreed. **(Action Chairman)**

1112 **Public Participation** (see end of minutes)

1113 **Planning:**

1113.1 Planning Applications

- 1113.1.1 17/00909/APP – Westfield Farm Cottage, Mill Lane – change of use of agricultural land to erect a detached double garage for ancillary residential use of Westfield Farm Cottage. Erection of a double detached garage. The Chairman read out the applicants letter. The Parish Council has no objection to the application.
- 1113.1.2 17/01365/APP – Church End House, 55 Lower Way – erection of detached dwelling and creation of vehicular access through Northern boundary wall. The Parish Council supports the application.
- 1113.1.3 17/01446/COUAR – Papermill Farm, Papermill Lane, Stoke Hammond – 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 into 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)). The Parish Council object to the application in accordance with their previous objection at the meeting in February 2016. Cllr Middleton agreed to make any necessary amendments to the previous response and submit it to all Cllrs for agreement. The Clerk to submit the agreed comments to the Planning Department. **(Action Cllr Middleton/Clerk)**

1113.2 Decisions:

- 1113.2.1 16/00593/APP – Rectory Farm, Church Lane – erection of building for use in association with cattle farming. Approved. Noted by the Parish Council.
- 1113.2.2 16/00505/ALB – Broomhill House, Stoke Lane – re-tile main roof, replace rainwater gear and re-point chimneys. Withdrawn. Noted by the Parish Council.
- 1113.2.3 16/00166/APP – The Stables, Ivy Lane – retention of existing mobile home. Approved. Noted by the Parish Council.
- 1113.2.4 16/04084/ACL – Bryerley Springs Farm, Galley Lane – conversion of part of barn to residential accommodation as a single 2 bedroom apartment. Certificate issued. Noted by the Parish Council.

1114 **Date of next meeting – Parish Council Meeting - Tuesday 6<sup>th</sup> June at 7.30pm**

1115 **The meeting closed at 7.55pm**

**Minute of Public debate**

No comments were made from members of the public.