

MINUTES of the Meeting of **Great Brickhill Parish Council** held on
Tuesday 5th December 2017 at 7.30pm in the Parish Hall, Great Brickhill

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

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

1209 **Apologies for absence** – Cllrs Mr R Kettle, Mrs W New

1209.1 Parish Cllr vacancy

The Chairman confirmed that Cllr Jackson has resigned but has agreed to remain in post until a replacement has been found. The Clerk confirmed that AVDC has been informed and a vacancy notice has been placed on the noticeboards. The Parish Council thanked Cllr Jackson for his time and commitment during his time in office.

1210 **Minutes**

The minutes of the meeting held on the 7th November 2017 were 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.

1211 **Declarations of Interest**

Cllr Bratt – finance Point 1214.2

1212 **Matters arising**

There were no matters arising.

1213 **Reports (County and District Cllrs, other organisations)**

1213.1 County Cllr Blake said that the budget consultation finished on 20th November and the biggest issue raised was roads. There is a lot of pressure on the children and adult services budget.

1213.2 District Cllr Blake said that the reorganisation of AVDC is now complete with a 10% cut in the workforce. Savings of £3m have been made. The draft budget has been drawn up and savings have been identified. The Oxford to Cambridge corridor has been discussed including how this will progress. Milton Keynes could double in size and new settlement areas could be in the Aylesbury Vale area. The local plan is out for consultation which includes 28,000 new homes and this will be submitted to the Secretary of State in January 2018. The Aylesbury master plan includes improved road infrastructure and more housing growth in the areas around Aylesbury. The town centre renovations are nearly complete.

1213.3 Parish Hall Committee

Cllr Bratt reported that a Christmas tree has been put in the reception area this year. The hall cleaner has resigned but will remain in the job until a replacement has been found. Cllr Bratt gave out a schedule of hall bookings.

1213.3.1 Senior Sports in the Parish Hall – Equipment (table tennis table, bowls mats etc)
Cllr Bratt confirmed that the total cost for the new bowling mats and accessories and table tennis table and surrounds is £2,782.00. He confirmed that a New Homes Bonus micro grant of £1,000 has been agreed and this will be paid direct to the Parish Council. As noted and agreed at the November meeting, the Parochial Charity has donated £750.00 (a cheque was given to the Clerk) and the Table Tennis Club and Bowling Club has agreed to provide funding of £533.00. This money will need to be given to the Parish Council as soon as possible. The Parish Council has also agreed to provide funding of £499.00. Cllrs agreed that the items be ordered and that payment may need to be made prior to the January meeting. The Parish Council will retain ownership of all the equipment and add all items to the asset register. **(Action Cllr Bratt/Clerk)**

1213.3.2 Parish Hall chairs and trolley

Cllr Bratt said that the cost of 24 chairs with arms is £838.00 and a chair trolley is £60.00, totalling £898.00. The Parochial Charity has donated £800.00 towards the chairs (a cheque was given to the Clerk) and with a donation of £98.00 from the Parish Council, this would cover the cost. The Chairman proposed, seconded by

Cllr Middleton to agree to the purchase and cost of £98 to the Parish Council, all agreed. Cllrs agreed that the items be ordered and that payment may need to be made prior to the January meeting. The Parish Council will retain ownership of the chairs and add them to the asset register. **(Action Cllr Bratt/Clerk)**

1214 **Finance:**

1214.1 Bank balances:

Barclays/Santander	£
Community (Barclays)	45,477.81
Business Reserve (Barclays)	4,282.49
Business Premium (Barclays) MUGA Income	2,337.56
Investment Business Premium (Barclays)	0.04
Business Reserve (Santander)	55,575.39
Business Bond (Santander)	85,000.00
TOTAL	192,673.29

1214.2 The Chairman proposed, seconded by Cllr Wight the approval of the following payments, all agreed:

Cheque Number	Payee	£
700612	K Barker – Salary	385.28
700612	K Barker – Expenses	65.44
700613	Turney Landscapes – grass cutting	750.00
700614	MK Fire – fire alarm annual service	130.03
700614	MK Fire – call out and replacement equip	348.00
700615	SLCC – membership	115.00
700616	Metrosigns – path signs	111.13
700617	D Bratt – re-imburse for sprayer	202.86
700618	CPM Playgrounds – inspections	90.00
700619	Marco Loxley – youth café	332.11
	TOTAL	2,529.85

1214.3 Other financial matters:

1214.3.1 Budget Report

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

1214.3.2 Clerks Tax – GBPC refund request to HMRC

The Clerk said that Barbara Osborne, the Payroll Service, will shortly apply for the tax refund.

1214.3.3 Parish Council/Parish Hall Committee VAT

Cllr Wight said that she has contacted BALC regarding the VAT issue to ensure that the Parish Council is acting in accordance with the law and that the information obtained to date is accurate. BALC have said that they will clarify the situation. The Chairman said that the Parish Council need to formalise the arrangement and draw up some guidelines as to which items the Parish Council and the Parish Hall Committee is responsible for.

1214.3.4 Budget and precept – 2018/19

The Chairman proposed, seconded by Cllr Bratt to approve a budget of £32,658.00 and a precept of £31,100.00 for 2018/19, all agreed. The Clerk to return the precept request form to Aylesbury Vale District Council.

(Action Clerk)

INCOME	2018/19
Precept	31,100.00
Bank Interest/MUGA Income	Var
Bucks CC – mowing rebate	1,558.00
	32,658.00

REGULAR EXPENDITURE	2018/19
Grass Cutting	9,000.00
Street Lights (Electricity and Maintenance)	2,000.00
Clerks Salary (inc tax)	5,208.00
Clerks Office Expenses	600.00
Audit Fees	500.00
Insurance general	1,000.00
Subscriptions	300.00
Newsletter	500.00
Cemetery/Churchyard	400.00
Contributions/Donations S/137	
Church Clock Maintenance	200.00
Dog Bins Emptying	1,100.00
Payroll Service	350.00
Expenses (Cllrs)	100.00
Play area inspections	500.00
Play area maintenance	400.00
MUGA	1000.00
Youth Café Expenses (expenses, equipment)	4,000.00
Hire of Parish Hall	0.00
General Village Expenses (including VIC)	3,000.00
Legal contingency – Green End	0.00
Parish Hall fund	2,500.00
TOTAL	32,658.00

PROJECT EXPENDITURE – Reserves	2018/19 b/f
Traffic Calming (formerly Footpath - phase 2) Traffic Calming Measures	149,737.00
Poors Acre/Foxhole	6,465.00
Maintenance – general	5,000.00
Legal fees/land registry	2,000.00
TOTAL	163,202.00

1214.3.5 MUGA income £40
Noted by the Parish Council.

1214.3.6 VAT Refund £13,564.15 received
Noted by the Parish Council.

1214.3.7 Cricket Club rent
The Clerk was asked to invoice the Cricket Club for their annual rent and backdate it to 2014 as no rent has been paid.
(Action Clerk)

1215 **Public Participation**

Cllr Wight brought up the subject of road closures in the area and queried why Galley Lane was being used unnecessarily as an alternative route. She said that she would look in to it. **(Action Cllr Wight)**

Residents who attended the meeting said that they would be happy to volunteer to operate a sentinel speed monitoring device. The Chairman said that he believes he can obtain one through the Local Area Forum on a temporary basis and that he will look in to what is involved. **(Action Chairman)**

1216 **Planning:**

1216.1 Planning Applications

1216.1.1 17/04349/ACL – St Margarets Farm, Little Brickhill Lane – application for a lawful development certificate for an existing development – condition 2 tying the

occupation of the dwelling to an agricultural/worker. The condition has not been complied with since January 1988. The Parish Council has no objection to the application.

1216.2 Decisions:

- 1216.2.1 17/03876/APP – Furze Hill, Ivy Lane – change of use of land and installation of solar panels over a 20m x 16m area to serve Furze Hill. Withdrawn. Noted by the Parish Council.
- 1216.2.2 17/03397/APP – 11 Green End – erection of garden building. Approved. Noted by the Parish Council.
- 1216.2.3 17/03728/APP – 28 Pound Hill – ground floor rear extension with atrium. New atrium added to existing roof. Noted by the Parish Council.

1216.3 **Other Planning Matters**

- 1216.3.1 Development Control Meetings
Nothing to report. Remove from the agenda.
- 1216.3.2 17/03553/COUAR – Papermill Farm
The Clerk said that she contacted the Parish Liaison Officer regarding the Planning Department's decision to approve the application contrary to the Parish Council's decision to oppose it. They replied to say that once a decision is made on an application the applicant/agent is the first to know and then the decision and the report is made available to everyone through the public access page on the website. Consultee's are not informed automatically of a decision which ever way the decision goes. District Cllr Blake said that he would find out why the application did not go to Development Control as this would be the normal course of action.
- 1216.3.3 Neighbourhood Plan
The Chairman said that it may be a good idea to put a neighbourhood plan in place. The scheme is time consuming and the cost is significant but there are grants that can be applied for of around £10,000. The Chairman said that he will contact the NBPPC to find out more information with a view to taking it forward.
(Action Chairman)

1217 **Review of Projects**

- 1217.1 Traffic Calming Measures - Lower Way
The Clerk said that she has still not had a response from the Scheme Delivery Team regarding the feasibility study and that she will chase this up again.
(Action Clerk)
- 1217.1.1 NHB funding towards Traffic calming
Cllr Wight said that she is in the process of completing the application form for submission.

1218 **Village Improvements Committee**

The Chairman said that a resident in Green End has asked to fell the Silver Birch Tree as it is preventing the Oak Tree from growing properly. He would also like to plant another Beech Tree between the Ash Tree and the Walnut Tree along the same hedge. The Chairman proposed, seconded by Cllr Wight to agree for the resident to carry out the work and to make a donation of £100 towards it, all agreed. The Clerk to respond to the resident.
(Action Clerk)

The Chairman reported that some of the laurel adjacent to the hall car park has died and new plants are needed. Cllr Wight proposed, seconded by Cllr Bratt to purchase some laurels at a cost of £56.00, all agreed.
(Action Chairman)

The Chairman said that he has contacted Matt Whincup at BCC regarding a 1m high sandstone retaining wall on the South Side of Ivy lane, opposite the Village Green as it is in a rather poor state of repair along a 30m section. Rocks have come loose in places and a section has an outward lean on it. At some point, it will need a major refurbishment which will probably entail pulling it down and re-building it. The Chairman said that he has asked who is responsible for the wall.

- 1218.1 Mobile Vehicle Activated Signs
The Chairman said that he has moved the signs around in order to gather further data.
- 1218.2 Letters to landowners re ditches/hedges
Cllr Wight has drafted a letter to be sent out. The Chairman said he will supply a list of recipients to the Clerk for her to send out the letters. **(Action Chairman/Clerk)**

1219 **Village Matters:**

- 1219.1 Great Brickhill - 2nd Sports Ground
The Chairman confirmed that a letter has been sent to the Sports Ground Working Group. It was agreed that the Parish Council could look at the scheme again if the land issue can be sorted out.
- 1219.2 Unregistered land in Great Brickhill
The Chairman said he is able to use a GIS mapping tool to submit details of land that needs registering to Land Registry. This will save on the cost of having a survey undertaken.
- 1219.3 Public footpaths – progress (Access from Cricket Club to John Horncapps Lane/Pochards Lake to Cuff Lane)
 - 1219.3.1 Waymarker sign for new footpath
Cllr Jackson said that he now has the new signs and they will be installed by VIC.
- 1219.4 Cuff Lane Residents parking signs
Remove from the agenda.
- 1219.5 Village Logo – update
Cllr Middleton said that he will make enquiries with the school. **(Action Cllr Middleton)**
- 1219.6 School Parking
Cllr Wight said that parking seems to be under control around the school and there is a regular attendance for the walking bus.
- 1219.7 Village website regeneration
Cllr Middleton said that he is still in the process of working on the website and hopes to have it up and running shortly.
- 1219.8 Cemetery wall damage
The Chairman said that he has sprayed the wall to try and kill the ivy. He has been in communication with the Heritage Officer at Bucks County Council and confirmed that a height reduction of the wall would not be an issue. This would save money being spent on rebuilding the wall to its original height and give a source of bricks for the future.
- 1219.9 Boundary with Soulbury
The Parish Council discussed the possibility of putting a proposal forward to Soulbury Parish Council.
- 1219.10 Allotments – constitution
The Parish Council spoke about the request from a resident to buy an allotment plot. They agreed that they cannot sell allotment land.
- 1219.11 Grass cutting – on-going costs and renewal of contract
The Clerk said that she has contacted Turney Landscapes to confirm that the Parish Council is happy to extend the Grass Cutting contract with them for a further two years providing they will not increase their costs. She said she is waiting for their response.

1220 **Play Areas:**

- The Parish Council discussed safety fencing. Cllr Middleton proposed, seconded by Cllr Wight to purchase safety fencing and some tools at a cost of around £50, all agreed.
- 1220.1 Dino Swing – cross bar fault
The Chairman reported that Kompan will carry out the repair work at no cost to the Parish Council.
- 1220.2 Inspection Reports
The Clerk to email the reports to all Cllrs. **(Action Clerk)**

1221 **Correspondence**

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

1222 **Matters for the newsletter**

Parish Cllr vacancy, volunteers for Sentinel Speed device

1223 **Date of next meeting – Parish Council Meeting - Tuesday 2nd January 2018 at 7.30pm**

1224 **The meeting closed at 9.45pm**