

MINUTES of the Meeting of **Great Brickhill Parish Council** held on
Tuesday 6th March 2018 at 7.30pm in the Parish Hall, Great Brickhill

PRESENT: Cllrs Mr C Leech (Chairman), Mr D Bratt, Mr R Kettle, Mrs K Layland, Mr A Middleton,
Mrs W New, Ms B Wight

IN ATTENDANCE: Mrs K Barker (Clerk), 3 members of the public were present

1259 **Apologies for absence** – District Cllr Mr N Blake, County Cllr Mrs J Blake

1260 **Minutes**

The minutes of the meeting held on 6th February 2018 were approved. Cllr New proposed, seconded by Cllr Kettle the approval of the minutes as a true record, all agreed by those present and signed by the Chairman.

1261 **Declarations of Interest**

Cllr Bratt – Grant applications Point 1264.3.3, 1264.3.4

1262 **Matters arising**

Cllr Wight reported that she has received a letter from the applicant of planning application 17/03321/APP, 21 Lower Way. The application was submitted to build a new smaller detached dwelling for the owners of 21 Lower Way to live in and they were disappointed that the Parish Council objected to the application due to the fact that they felt there was no reason for the development. The Parish Council agreed that this was not the only reason for objecting to the development as loss of amenity and the access to the development were also issues for concern.

1263 **Reports (County and District Cllrs, other organisations)**

1263.1 County Cllr Blake
County Cllr Blake was not present.

1263.2 District Cllr Blake
District Cllr Blake was not present.

1263.3 Parish Hall Committee
Cllr Bratt reported that the PHC are currently considering an increase in the hall rental charge which could increase revenue to an additional £5,000 per annum. The Table Tennis Club is now properly constituted. The junior club has 13 members which meet on a Monday but this is moving to a Wednesday after Easter. The hall had a problem with the water supply which went off during the snowy weather but this was due to the master switch tripping out.

1264 **Finance:**

1264.1 Bank balances:

Barclays/Santander	£
Community (Barclays)	35,398.17
Business Reserve (Barclays)	4,283.24
Business Premium (Barclays) MUGA Income	2,501.97
Investment Business Premium (Barclays)	0.04
Business Reserve (Santander)	55,608.29
Business Bond (Santander)	85,000.00
TOTAL	182,791.71

1264.2 The Chairman proposed, seconded by Cllr Bratt the approval of the following payments, all agreed:

Cheque Number	Payee	£
700636	K Barker – Salary	385.28
700636	K Barker – Expenses	43.07
700637	Turney Landscapes – grass cutting	750.00
700638	Bucks Best Kept Village Competition	25.00
700639	Denne Engineering – fencing	106.32
700640	Parish Hall Committee – hall hire	225.00
700641	Aylesbury Mains Ltd – light repairs	63.72
700642	Marco Loxley – Youth Café	305.26
	TOTAL	1,903.65

1264.3 Other financial matters:

- 1264.3.1 Budget Report
The Clerk gave a budget report to all Cllrs showing expenditure to date.
- 1264.3.2 Clerks Tax – GBPC refund request to HMRC
The Clerk reported that Barbara Osborne, the Payroll Service has said that she will make the refund request to HMRC as soon as possible and that the refund will be paid direct in to the Parish Council bank account. She apologised for the delay in getting this sorted out.
- 1264.3.3 Tennis Club – grant request £500
Cllr Bratt said that the tennis courts need levelling, resurfacing and painting and new windbreaks are needed. The total cost of the project is £22,400 inc VAT and money has been secured from the Tennis Club’s own resources and applications for funding from other sources have been made. This would leave a shortfall of £500. Cllrs voted to grant the money to the Tennis Club, 5 for, 1 against, 1 abstention, the motion was carried. It was agreed that the grant be made in the 2019/20 financial year and be included when the budget is drawn up for that year.
- 1264.3.4 Parish Hall Badminton Posts and Net - grant request £150
Cllr Bratt said that new badminton posts and a net are needed. The Parish Council refused the request and suggested that the Parish Hall Committee pay for the items.
- 1264.3.5 Cricket Club and Tennis Club Rent
The Parish Council agreed that an invoice be sent to the Cricket Club for the rent and backdated to 2013, totalling £50. Cllr Bratt said that he is drawing up the lease for the Tennis Club and that an invoice will need to be sent to the Tennis Club when this is signed.
(Action Clerk)
- 1264.3.6 MUGA income £30 x 2
Noted by the Parish Council.
- 1264.3.7 Santander Bond - maturity
The Clerk reported that the Bond had matured on 1st March. Cllrs agreed to discuss the future options at the April meeting.

1265 **Public Participation**

A Resident attended and spoke about planning application 18/00633/APP – Green Ridges, Upper Way and their concerns relating to the significant increase in the roof height and loss of amenity.

1266 **Planning:**

1266.1 Planning Applications

- 1266.1.1 18/00430/APP – 11 Green End – first floor side and rear and first floor side extensions, garage conversion and porch. The Parish Council Support the application.
- 1266.1.2 18/00666/APP – Land at Battle Hills Farm, Watling Street – removal of existing Carl C Lattice tower and replace with swann engineering 24.00m high 1003.09 Lattice tower to be mounted on new 5.50 x 5.50m x 1.00 (d). The Parish Council object to the application. Consent for the demolition of the existing tower and the building of a new tower in the same location was originally granted in 2016. This new application is for the demolition of the current tower, and the building of a 24m tower in a different location. This means that the site will be enlarged by 6 metres on the west side, and will see the removal of trees. There are several references in the documentation to consent having been given, but this was consent to rebuild the tower in the same location. There is no explanation as to why the tower has to be re-located and the site extended.
- 1266.1.3 18/00637/APP – 38 Rotten Row – first floor side extension and garage conversion including 2 skylight windows. The Parish Council support the application.

1266.1.4 18/00633/APP – Green Ridges, Upper Way – proposed side extension, conversion of flat roof to pitched to match existing roof height, enlargement of dormers to front and rear (Retrospective). The Parish Council object to the application. The development will cause a loss of amenity to adjoining properties. The plans impact on neighbouring properties.

1266.2 Decisions:
There were no decisions.

1266.3 Other Planning Matters

1266.3.1 Lavente Gate development
The Chairman said that the decision has been delayed and it may not be determined for another 3 months.

1266.3.2 Letter to planning applicants
The Parish Council agreed that a letter be drafted to send to planning applicants when their application has been approved to ask them to be mindful of the local highway, particularly contractors parking along the road or on verges.
(Action Chairman/Cllr Wight)

1267 **Review of Projects**

1267.1 Traffic Calming Measures

1267.1.1 Feasibility Study
The Chairman said that the Parish Council should hear back from the Technicians from Tfb shortly.

1267.1.2 NHB funding towards Traffic calming
Nothing to report.

1268 **Village Improvements Committee**

The Chairman said that VIC has replaced a post at Poors Acre and put in some bollards. Cllr New suggested that the new Gardening Club could help the Committee with specific jobs in the village as well as helping to get the village ready for the Best Kept Village Competition. Cllr Wight agreed to approach the Committee.

1268.1 Speed Monitoring Device

The Chairman said that he has spent a lot of time looking in to the issue and an article was placed in the newsletter twice asking for volunteers, there was no response. To run the equipment 10 volunteers are required. The Parish Council agreed to remove the item from the agenda.

1268.2 Mobile Vehicle Activated Signs

The Chairman said that one of the brackets which holds the device on to the ground screw has broken. It was damaged when the device was pulled out of the ground by persons unknown. He said that he will ask SWARCO for the cost of a replacement.
(Action Chairman)

1269 **Village Matters:**

1269.1 Unregistered land in Great Brickhill

The Chairman confirmed that a draft Statutory Declaration has been drawn up for Poors Acre, Foxhole and The Green.

1269.1.1 Tennis Courts/MUGA strip of land
The Chairman said that he and Cllr Bratt met with the landowner. The landowner accepts that there is an error with the original plan and that the boundary is in the location of the fence. The Chairman suggested that the other unregistered land should be dealt with first to see how much money is left in the budget, with a view to progressing the registration of the strip of land at a later date.

1269.2 Public footpaths – progress (Pochards Lake to Cuff Lane)

Cllr Layland agreed to progress this further.
(Action Cllr Layland)

1269.3 Village Logo – update

Cllrs agreed that there was no progression with the school designs and that a final decision needs to be made. Cllr Wight agreed to ask the Graphic Designer, Lisa Jenkins, to draw up a design based around the Three Trees.

1269.4 School Parking

Cllr New said that there are still problems with inconsiderate parking on Pound Hill. She said that she will need evidence from residents if this is to be passed on to Highways and will put a note out to residents. Cllr New showed the Parish Council a picture of the draft safety banner.

(Action Cllr New)

1269.5 Village website regeneration

Cllr Middleton said that this was ongoing, The Chairman and Cllr Bratt offered their assistance.

1269.6 Cemetery wall damage

The Chairman said that Turney Landscapes agreed to reduce their quotation to £1,500 plus VAT to remove the ivy and that he has confirmed for them to go ahead with the work. He said he will chase up when the work will be done.

(Action Chairman)

1269.7 Boundary with Soulbury

The Chairman reported that he has been informed that the county boundaries will be looked at ahead of the local elections next year. There is a consultation process that needs to be followed but the boundary with Soulbury will be considered with a view to possibly re-positioning it.

1269.8 Sandstone Wall – Ivy Lane

The Chairman said that there is nothing further to report and that he will contact County Cllr Blake.

(Action Chairman)

1269.9 Best Kept Village Competition

The Clerk to complete the application forms and submit to the Best Kept Village Competition.

(Action Clerk)

1269.10 Salt Bin – Parish Hall car park

The Parish Council agreed to reconsider the purchase of a new salt bin in the Autumn. The Clerk to put the item on the September agenda.

1269.11 Bus Shelter – Cross End

Cllr Kettle said that the bricks are breaking up and need replacing. The Village Improvements Committee to remove the old bricks and Cllr Wight to obtain a quotation for a contractor to replace the bricks.

(Action VIC/Cllr Wight)

1269.12 Verges and mud

The Chairman said that he emailed District Cllr Blake regarding builders and delivery vehicles leaving the village roads in an unsatisfactory condition and causing damage to the verges. He said that he asked if it can be made a stipulation of planning consent that any damage caused to land (or property) in the immediate vicinity of the property being developed has to be remedied by the applicant. The Chairman said that he also raised the subject of the new house on Ivy Lane that has just been built to replace a 1960's house and the fact that the trees along the frontage of the property have been cut down. The plans submitted for the re-development clearly state that several of these trees were to be retained. If a planning application specifically states that mature trees are to be retained, is it possible to apply for a TPO to be placed on the trees.

The Chairman said that AVDC's response was:

- a. *Any damage to the highway verge is a matter for the County Council as the local highway authority and they have powers under Highway Acts to require the restoration of grass verges if the damage can be attributed to a particular development or operator. It is not a matter that needs to be or can be covered by a planning condition.*
- b. *With regards to the removal of trees at Cloverhill House on Ivy Lane, planning permission granted under 16/03255/APP was for a replacement dwelling and a landscaping scheme submitted with the application showed the retention of the trees, however, a condition imposed on the permission did require the submission and implementation of a landscaping scheme.*

In the consideration of a planning application if it is concluded that a tree(s) which has high amenity value is under threat by the development proposed consideration will be given at an early stage as to whether it should be protected by a Tree Preservation Order (TPO). This is the case whether the application is to be refused or approved.

In this case, the development approved was at some distance from the frontage trees and had direct impact on them so that they were not under any obvious threat. Moreover, it is also evident from photographs of the original site frontage that many of the trees were multi stemmed and of low value such that they would not have warranted protection by a tree preservation order.

The position is slightly different if the site is in a conservation area, in that trees essentially have the same protection as if they were the subject of a tree preservation order. There have been cases where trees have been removed without consent and this has resulted in a criminal offence which can be prosecuted in the courts, and can also require the carrying out of replacement planting.

The developer will be written to in order to draw their attention to the provisions of condition 3 of the planning permission which requires the submission of a landscaping scheme prior to the occupation of the new dwelling house, and requesting that it makes provision for appropriate replacement planting on the road frontage.

1270 **Play Areas:**

Nothing to report.

1271 **Parish Council Administration**

1271.1 Risk Assessment

The Clerk said that she will finalise the risk assessment and email it to all Cllrs for consideration and approval at the next meeting. **(Action Clerk)**

1271.2 GDPR Regulations

The Clerk said that the General Data Protection Regulations come into force on 25th May this year but as a sector parish and town councils are low risk. The Parish Council has a duty to handle all personal data sensitively and correctly. The Clerk said that she has been advised not to rush into long term arrangements before considering the final details of the legislation and she has just received a Parish Council toolkit which will identify any areas which may need to be covered. The Clerk said that she will read through the document and report back at the next meeting.

(Action Clerk)

1272 **Correspondence**

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

1273 **Matters for the newsletter**

Muddy verges and Contractors need to be more considerate, speedwatch withdrawn due to lack of volunteers

1274 **Date of next meeting – Parish Council Meeting - Tuesday 3rd April 2018 at 7.30pm**

1275 **The meeting closed at 9.50pm**