

MINUTES of the Meeting of **Great Brickhill Parish Council** held on
Tuesday 3rd April 2018 at 7.30pm in the Parish Hall, Great Brickhill

PRESENT: Cllrs Mr C Leech (Chairman), Mr D Bratt, Mr R Kettle, Mrs W New, Ms B Wight,
District Cllr Mr N Blake

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

1276 **Apologies for absence** – Cllr Mrs K Layland, Cllr Mr A Middleton, County Cllr Mrs J Blake

1277 **Minutes**

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

1278 **Declarations of Interest**

Cllr Leech (Chairman) – Prejudicial Interest Planning Point 1283.1
Cllr Kettle – Finance Point 1281.2
Cllr New – Finance Point 1281.2

1279 **Matters arising**

There were no matters arising.

1280 **Reports (County and District Cllrs, other organisations)**

1280.1 County Cllr Blake
County Cllr Blake was not present.

1280.2 District Cllr Blake

District Cllr Blake reported that the Secretary of State is minded to accept a single unitary authority in Buckinghamshire. The problem with this would be that decisions will be taken in the south of the County which will impact on the north. He confirmed that AVDC has questioned the Secretary of State's decision and asked for the Parish Council's support for a 2 unitary arrangement. Cllrs confirmed their support and agreed to send a letter to Cllr Blake and the Secretary of State.

(Action Chairman/Clerk)

1280.3 Parish Hall Committee

Cllr Bratt reported that the use of the hall for setting up and clearing away has not previously been charged to the hirers of the hall. The Committee have therefore decided that this will now be included in the hiring cost in future. This will have a significant effect on income and could amount to £1,500 increase. From 1st September the hiring rate will also increase. A new access door will be put in to the ladies toilets from the storeroom in the main hall. This will allow Little Ashes Pre-School to access the toilets without having to enter the reception area. They will then be able to keep the door to the reception area locked to ensure the security of the children. As members of the public will then be allowed to enter the hall reception area, the small meeting room will be available to hire. The small upstairs meeting room is also available to hire. The Plant Fair will be held shortly but the cricket field is too wet to park cars on so other measures are in place.

1281 **Finance:**

1281.1 Bank balances:

Barclays/Santander	£
Community (Barclays)	34,029.32
Business Reserve (Barclays)	4,285.38
Business Premium (Barclays) MUGA Income	2,573.18
Investment Business Premium (Barclays)	0.04
Business Reserve (Santander)	55,621.09
Business Bond (Santander)	85,685.07
TOTAL	182,194.08

1281.2 Cllr Wight proposed, seconded by the Chairman the approval of the following payments, all agreed:

Cheque Number	Payee	£
700643	K Barker – Salary	385.28
700643	K Barker – Expenses	61.22

700644	Turney Landscapes – grass cutting	750.00
700645	Mr B Wright – re-imburse for tree	49.99
700646	Mrs W New – re-imburse for road safety banner	120.00
700647	Aylesbury Mains – light repairs	54.00
700648	A P Gotzheim – hedge cutting	216.00
700649	Copywrite – newsletter contribution	500.00
700650	R Kettle – re-imburse for materials	41.31
700651	NBPPC membership	20.00
700652	BMKALC – membership	144.09
700653	Marco Loxley – Youth Café	269.42
	TOTAL	2,611.31

1281.3 Other financial matters:

1281.3.1 Budget Report

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

1281.3.2 Clerks Tax – GBPC refund request to HMRC

The Clerk reported that the tax refund of £284.80 has been received in to the Parish Councils bank account. Noted by the Parish Council.

1281.3.3 MUGA income March £120.00

Noted by the Parish Council.

1281.3.4 Santander Bond – maturity £85,692.12

The Clerk reported that the final interest payment to 31st March was £692.12. Cllrs agreed to extend the bond for a further year at £85,000 with the remaining interest to be transferred in to the Santander reserve account. The Clerk to obtain and complete the relevant form. The money may need to be withdrawn early for the traffic calming measures and the Clerk was asked to find out what the penalty charge would be. **(Action Clerk)**

1281.3.5 Audit 2017/18

The Clerk said that she has received the audit papers and the accounts will need to be signed at the May or June meeting. The Internal Auditor will be visiting during May. **(Action Clerk)**

1282 **Public Participation**

A Resident said that there is a pothole outside the hall. The Chairman said that it will be filled in by the Village Improvements Committee.

1283 **Planning:**

1283.1 Planning Applications

The Chairman (Cllr Leech) left the meeting room

1283.1.1 18/00767/APP – Manor Hill Cottage, Galley Lane – demolition of existing boiler house, porch and garage. Erection of detached garage block, two storey front/side extension with partial basement level, raised eaves level on rear elevation, additional gables to East and West elevation, alterations to fenestration including replacement door, roof windows and new dormers. The Parish Council object to the application. Manor Hill Cottage is in a conservation area and the proposed work will cause the loss of a historical building. The structure will be visible from the main road and the Bulking proposal will have an adverse effect on GP53. The current access is adequate and the proposed new/second access onto a fast stretch of road is unsafe and dangerous. The proposed new access would also break through the original boundary wall of the Estate. The double height garage will have an adverse impact on the area and neighbouring properties and contravenes 4.3.31 of the SPD. The comments made by a neighbour are supported by the Parish Council.

- 1283.1.2 18/00897/APP – Manor Hill Cottage, Galley Lane – enlargement of existing opening in boundary wall to provide new highways access onto Galley Lane. The Parish Council object to the application. The current access is adequate and the proposed new/second access onto a fast stretch of road is unsafe and dangerous. The proposed new access would also break through the original boundary wall of the Estate.

The Chairman (Cllr Leech) returned to the meeting room

1283.2 Decisions:

There were no decisions.

1283.3 Other Planning Matters

- 1283.3.1 Lavente Gate development
There was nothing further to report.

- 1283.3.2 Letter to planning applicants
The Parish Council agreed the letter. The Clerk was asked to send it out when any planning applications have been approved.

1284 **Review of Projects**

1284.1 Traffic Calming Measures

- 1284.1.1 Feasibility Study
The Chairman confirmed that the feasibility study has been received but it does not cover the northern end of Lower Way. A site meeting will be held with TfB to discuss this area further.

- 1284.1.2 NHB funding towards Traffic calming
Nothing further to report.

1285 **Village Improvements Committee**

The Chairman proposed, seconded by Cllr New to purchase materials at a cost of £20 to fill the pothole outside the Village Hall, all agreed.

1285.1 Mobile Vehicle Activated Signs

The Chairman said that he has charged the batteries on both signs. The battery on the sign on Ivy Lane runs down quicker which may be because the sign is monitoring more traffic.

1285.2 Foxhole Management Plan

The Chairman said that the wildflower meadow at the Foxhole has not been maintained and is full of nettles and brambles. The primulas will need saving in late summer and then the area will need to be rotavated and re-seeded for the spring. Research will need to be undertaken to ensure the area is managed properly in the future. The fence poles have rotted and the fence has caved in but the Parish Council agreed not to replace it. Cllr Wight suggested that the Gardening Club could help with the area.

1285.3 Litter Pick

Cllr Wight reported that there were 50 to 60 bags of rubbish collected and a lot of people turned out to help.

1286 **Village Matters:**

1286.1 Unregistered land in Great Brickhill

The Chairman said that there was nothing further to report.

1286.2 Public footpaths – progress (Pochards Lake to Cuff Lane)

Nothing further to report.

1286.3 Village Logo

Cllr Wight said that she has been in touch with the graphic designer and will follow it up further after the Easter Holidays.

- 1286.4 School Parking
Cllr New said that she has received the road safety banners and signs. She said that she will write to residents in the vicinity before the banner goes up. It was agreed to present framed pictures and certificates to the children who designed them from the Parish Council. The walking bus is now back up to 30 children again. The yellow zig zag road lines have been reported to Highways as they are very faded.
- 1286.5 Village website regeneration
Nothing to report.
- 1286.6 Cemetery wall damage
The Chairman said that Turney Landscapes have not yet done the work to remove the ivy and he will find out when they are proposing to do the work. **(Action Chairman)**
- 1286.7 Boundary with Soulbury
District Cllr Blake said that the boundary change may come under the Community Governance Review and he will ask the relevant Officer to make contact with the Clerk or Chairman.
- 1286.8 Sandstone Wall – Ivy Lane
The Chairman said that this needs to be monitored. He said that he will ask Tfb to write to the landowners. **(Action Chairman)**
- 1286.9 Tennis Club Lease
The Tennis Club lease was signed by the Chairman and Cllr Bratt. A copy was given to the Clerk for filing. The Clerk to invoice the Tennis Club for the rent. **(Action Clerk)**
- Cllr Bratt said that he has approached AVDC for funding for the badminton nets as discussed at the last meeting.
- 1286.10 Best Kept Village Competition
Judging will take place in June. Cllr Wight to ask the Gardening Club if they will be willing to help keep the village tidy. **(Action Cllr Wight)**
- 1286.11 Bus Shelter – Cross End
Cllr Kettle and Cllr Wight are awaiting a quotation for the replacement of the bricks. Some of the posts are showing signs of rot and need to be monitored.
- 1286.12 Drains – Cuff Lane
An email from a resident was read out regarding a blocked drain in Cuff Lane. Bucks County Council has been informed but nothing has been done to rectify the problem. Mud from the construction work may have caused the problem. To be discussed with the representative from TfB when they meet for the traffic calming project.
- 1286.13 Dog Waste Collection Service – amendments to agreement
- There is a slight increase of 2.7% on emptying and sanitising charges
 - The request for new bins is under review so requests will be limited and assessed on an individual basis
 - The cost of new bins is unchanged
 - Any requests to relocate, replace or make changes to emptying frequencies will be processed quarterly
 - A clearly marked map to be supplied with any new or relocated bins. New bins should be located within 25 metres of vehicular access
 - The main invoicing will continue to be processed in December and invoicing for the whole years emptying will be invoiced in December covering April 2018 to March 2019
 - Any charges relating to new bins will be processed quarterly including the emptying charges for the new bin for the remainder of the financial year
- 1286.14 Annual Meeting of the Parish
The meeting to be held on Tuesday 1st May at 8pm. The Clerk to send out invites.
Cllr Wight said that she will ask the Gardening Club to give a report. Reports to be no longer than 1 side of A4. **(Action Cllr Wight/Clerk)**

- 1287 **Play Areas:**
1287.1 ROPSA – play area inspection May/June
Noted by the Parish Council.
- 1288 **Parish Council Administration**
1288.1 Risk Assessment
The Chairman proposed, seconded by Cllr Bratt to adopt the new risk assessment, all agreed.
- 1288.2 GDPR Compliance
The Clerk said that the General Data Protection Regulations come into force on 25th May this year and that the Parish Council will need to discuss the subject further at the May meeting when the regulations are clearer. The GDPR documents will need to be adopted in May.
- 1289 **Correspondence**
The Chairman summarised the correspondence, to be included in the Circulation Folder.
- 1290 **Matters for the newsletter**
Best Kept Village Competition, Annual Meeting of the Parish, Permissive Footpath – dogs must be kept on a lead
- 1291 **Date of next meeting – Annual Parish Council Meeting - Tuesday 1st May 2018 at 7.00pm**
Annual Meeting of the Parish – Tuesday 1st May 2018 at 8.00pm
- 1292 **The meeting closed at 9.40pm**