



MINUTES of the Meeting of Great Brickhill Parish Council held on Tuesday 4th June 2019 at 7.30pm in the Parish Hall, Great Brickhill

PRESENT: Cllrs Ms B Wight (Chairman), Mr D Bratt, Mr R Kettle, Mrs K Leyland, Mr A Middleton,
District Cllr Mr N Blake

IN ATTENDANCE: Mrs K Barker (Clerk), 15 members of the public were present

1493 **Apologies for absence** – Cllr Mr C Leech, County Cllr Mrs J Blake

1493.1 Councillor resignation

The Chairman said that Cllr New had resigned during May. She expressed the thanks of the Parish Council for Cllr New's hard work, in particular, her work in setting up the walking bus.

The Clerk said that a vacancy notice has been displayed on the noticeboards and that the Parish Council will be able to co-opt a new Cllr at the July meeting.

1494 **Minutes**

The minutes of the meeting held on 7th May 2019 were approved. The Chairman proposed, seconded by Cllr Bratt the approval of the minutes as a true record, all agreed by those present and signed by the Chairman.

1495 **Declarations of Interest**

Cllr Wight – Planning Point 1501.2.1 - personal and prejudicial

Cllr Middleton – finance Point 1499.2

1496 **Matters arising**

There were no matters arising.

1497 **Review of Committees**

Village Improvements Committee:

Cllr Leech and Cllr Kettle

Parish Hall Committee – Parish Council Representative:

Cllr Bratt

Internal Controls:

Cllr Bratt and Cllr Leyland

Planning:

All Cllrs, appointed at each meeting

1498 **Reports**

1498.1 County Cllr Blake

District Cllr Blake said that County Cllr Blake was disappointed not to have been informed of the meeting regarding Mill Lane. The Chairman said that a meeting was not held and a phone call took place instead and she was sorry County Cllr Blake had not been told.



1498.2 District Cllr Blake

District Cllr Blake said that land west of Milton Keynes is favoured for additional housing development. Elections for the single unitary authority will take place in 2020.

1498.3 Parish Hall Committee

1498.3.1 Project 2020

The latest plans for the extension to the Parish Hall were discussed and the Parish Council expressed unanimous support for the project. It was noted that the total build, including all necessary planning and remedial work, would amount to £180,000 plus VAT. The Parish Council expressed its support for the Parish Hall Committee applying to the Aylesbury Vale NHB fund. Once secured, the Committee will apply for a grant from ACRE for the remaining £35,000 so it is unlikely that the Parish Council would have to make a contribution. However, the Parish Council agreed that any shortfall in monies, should the grant from ACRE not be obtained and once the Parish Hall funds and Aylesbury Vale NHB grant etc had been spent, would look to be met by the Parish Council in 2020/21. The maximum amount that could be set in the 2020/21 budget was likely to be in the region of £35,000.

1498.3.2 New signage for hall

Nothing to report.

1498.3.3 Little Ashes Pre-School

Short report from the Pre-School Committee:

For some time Little Ashes has struggled to recruit children. The main reason is that many of the parents require 30 hours childcare a week to be offered but the current amount is 15. The village hall is used by the wider community outside of pre-school hours so whilst some additional hours could be offered, these are either not enough, or outside of the school hours that most parents want. The numbers of children have declined in recent years and in its current format it is not financially viable for the Pre-School to remain open.

The Pre-School committee has come up with the idea that the extra hours could be provided by a "Forest School" with an outside shelter. These are increasingly popular. This would increase the number of children attending which in turn would resolve the funding issues. Every other local pre-school has a waiting list and the only negative difference is the lower amount of hours. Although this is a fantastic idea, the committee have said they cannot afford to keep the Pre-School going whilst it is being set up.

The Pre-School need to raise £14,000 to cover the predicted deficit for the academic year 2019-2020. This would mean that the current children and staff will have security for another year which will allow time to fund raise, build, set up and recruit for the Forest school to open in September 2020 without Little Ashes closing in the meantime. The Committee would be grateful if the following could be considered:

- giving Little Ashes a rent free period until September 2020 which is the date when the Forest school would open
- giving financially towards the money needed from this year and next years budgets



Cllr Bratt said that Little Ashes Pre-School have been in the village for 52 years, is Ofsted rated outstanding, and is extremely well thought of. It is devastating news that Little Ashes Committee is considering closing the Pre-School at the end of the current academic year. There is a lot of support from current and past parents, local businesses and the wider community for the Pre-School to stay open. Cllr Bratt proposed the following:

- A payment holiday for the Pre-School hire of the Parish Hall starting immediately (i.e. no payment in July or August 2019)
- An agreement that the Pre-School can have use of the Parish Hall at no charge for the school year 2019/20.
- A working party to be established to produce the business plan and the necessary financials. The working party to report back at the next Parish Council meeting on Tuesday 2nd July.
- Any decision to close the Pre-School to be postponed until after the 2nd July.

The Chairman said that the Parish Council need to ensure that the Pre-School is viable to continue before agreeing to offer any help.

The Parish Council supported a 'rent free' period in principle and this was proposed by the Chairman and seconded by Cllr Leyland with agreement by all. It was agreed that a meeting of the working group be held to discuss the way forward.

1499 **Finance:**

1499.1 Bank balances and finance report:

	£
Barclays/Santander	
Community (Barclays)	39,779.57
Business Reserve (Barclays)	4,293.94
MUGA Sinking Fund	4,439.15
Investment Business Premium (Barclays)	0.04
Business Reserve (Santander)	56,545.88
Business Bond (Santander)	85,000.00
TOTAL	190,058.58

1499.2 The Chairman proposed, seconded by Cllr Bratt the approval of the following payments, all agreed:

Cheque Number	Payee	£
700757	K Barker – salary	439.24
700757	K Barker – expenses	58.88
700758	Turney Landscapes – grass cutting	750.00
700759	Playsafety – annual play area inspection	168.60
700760	MK Fire Ltd – service fire alarm	133.93
700761	A Middleton – expenses website domain renewal	79.68
700762	Marco Loxley – Youth Café	334.59
700763	W J McL Marshall – internal audit	85.00
700764	Aylesbury Mains – light repairs	60.00
	TOTAL	2,109.92



1499.3 Other financial matters:

1499.3.1 Annual Audit 2018/19

The Clerk read out the internal audit report, points to consider were:

- not all of the Council's core policies and information – Standing Orders, Financial Regulations, Risk Assessment and Asset Register – were available on the website. If the Council wishes to continue with the current website arrangements then it is essential that the Council has control, directly or indirectly over access to the website in order that it can fulfil its statutory obligations regarding the posting of information, some of which is time-sensitive eg the notice of Electors' Rights.
- the Clerk currently uses a personal rather than a corporate e-mail address for the Council's business. Unfortunately, with the enactment last year of the General Data Protection Regulation (GDPR) this arrangement is no longer acceptable and a dedicated e-mail account, that can be as simple as gbpcclerk@gmail.com is now required. Not only will this ensure compliance with GDPR, it will also address the business risk associated with the current arrangements by allowing authorised 3rd party access to the council's corporate history and business communications in the event that the clerk is unavailable for whatever reason.

Response from the Parish Council:

- The Clerk said that the core documents are now available on the website. The Clerk to be set up to have direct access in order to place any Parish Council documentation on the website. **(Action Clerk)**
- A separate email address to be set up and used for Parish Council business to ensure that they are GDPR compliant. **(Action Clerk)**

1499.3.2 On-line banking/payments

Cllr Wight is still to register for online banking.

(Action Cllr Wight)

1499.3.3 Santander Business Bond - maturity

To be considered at the July meeting.

1499.3.4 Account transfers – for approval

The Clerk said that the 2019/20 MUGA budget of £1,000 was transferred to the new MUGA account. At the finance meeting last December, £1,000 was left unspent in the MUGA budget of 2018/19, which it was agreed would be carried over to 2019/20.

There was also an unspent amount of £766.88 from 2018/19 in the Parish Hall budget which was also agreed could be carried over to 2019/20. The Clerk suggested that the account with a balance of £0.04 could be used for the Parish Hall budget. With the 2019/20 budget amount of £3,300, the total to be transferred into the account would be £4,066.88.

Cllr Leyland proposed, seconded by the Chairman, the above transfers of the remaining 2018/19 budgets and the use of the £0.04 account for the Parish Hall, all agreed. **(Action Clerk)**



1500 **Public Participation**

A member of the public said that they are the applicant of the planning application for St Margarets Farm which was considered and objected to by the Parish Council. The applicant provided further information and confirmed that the proposed development will not be any higher than the existing building.

1501 **Planning:**

1501.1 Planning Applications

1501.1.1

19/01709/ALB

19/01708/APP – Fosseys, Stoke Lane – proposed new access and double garage.

The Parish Council object to the application. The drawings accompanying the application are misleading in that they fail to show the position of the three existing access ways to the site, or to show that one of the 'stables' is already in use as a garage. In particular the Council strongly opposes the proposed new access on Stoke Lane, which is on a bend on a very narrow part of the lane.

If granted, the application would involve the destruction of an old stone wall and well-established holly hedge in the conservation area of the village and bordering a listed building. We consider that this hedge is protected under The Hedgerows Regulations 1997 as an 'important' hedgerow which has existed for at least 30 years. Even if not covered by the strict criteria of these regulations, the Council opposes its removal. It is a very old hedge and bank which makes an important contribution to the character of the conservation area of the village. It forms part of the historic environment of Great Brickhill and its removal would have a significant impact on the heritage significance and setting of the listed building and immediate area. In addition, it would be environmentally destructive as such an old hedge provides a rich habitat for a diversity of species. The applicant has failed to provide any overriding reason for a new access to the property which would justify the destruction of the hedge and bank.

Stoke Lane is a very narrow single lane "no through road". It is used extensively by walkers, dogs, cyclists, horse riders and runners. The site of the proposed new access is at one of the narrowest parts of the lane on a bend, and obtaining any safe vision splay would involve extensive demolition of the existing hedge, stone wall and bank over a considerable length. Given the existing three access ways onto the site in question, the Parish Council do not consider that there is any justification to grant this application.

1501.1.2

19/01834/APP – Manor Farm Cottage, Galley Lane – single storey rear extension. The Parish Council support the application.

1501.1.3

19/01780/AOP – Orchard Mill Bungalow, Mill Lane – outline planning application for a detached chalet bungalow with detached double garage.

The Parish Council object to the application. There are three areas of concern. The application contains minimal information other than an outline plan so there is not enough evidence to make a decision, and any pre-application advice referred to in the documents is not available on the website. The Council has concerns about the safety and viability of the proposed new access to the site which is on a bend on a narrow part of the lane. The Council also supports the request for a Preliminary Ecological Appraisal to take place and for a



consultation with the Environment Agency, as the site is very close to the River Ouzel.

The Chairman (Cllr Wight) left the meeting room and Cllr Middleton took the Chair as proposed by Cllr Bratt and seconded by Cllr Leyland, all agreed.

1501.2 Amended Plans:

- 1501.2.1 19/01646/APP – Westfield Farm, Mill Lane – erection of detached outbuilding for ancillary purposes and the retention of the changing room building. The Parish Council support the application.

The Chairman (Cllr Wight) returned to the meeting room.

1501.3 Decisions:

- 1501.3.1 19/01098/APP – 52 Pound Hill – first floor side extension. Roof lights to rear and side elevations. Refused. Noted by the Parish Council.

1501.4 Other Planning Matters

- 1501.4.1 Oxford/Cambridge expressway – update
Nothing to report.

- 1501.4.2 19/01598/APP - St Margaret's Farm, Little Brickhill Lane
The Parish Council agreed to submit a further comment regarding the application. The Parish Council has now heard from the applicant who has provided further information, and clarified the inconsistencies in the original documentation. The applicant has confirmed that the proposed development will not be any higher than the existing building. In the light of this clarification, the Parish Council supports the application. **(Action Clerk)**

- 1501.4.3 Planning Responsibility – June/July
Cllr Leyland to review planning applications received.

1502 **Review of Projects**

- 1502.1 Traffic Calming Measures
The project is moving forward. Cllr Leech to provide an update at the next meeting.

1503 **Village Improvements Committee**

- 1503.1 Rental of garage
Cllr Kettle said that he believed this was no longer necessary, further clarification required.

1504 **Village Matters:**

- 1504.1 Unregistered land in Great Brickhill – update
Cllr Leech to provide an update at the next meeting.

- 1504.2 Public footpaths – progress (Pochards Lake to Cuff Lane)
Cllr Leyland said that the landowner has said that they cannot offer the path to go through their land due to security reasons. It was suggested that a path run alongside the boundary of their property. Cllr Leyland to respond to the landowner that the Parish Council has evidence that there always had been an established footpath on that land. **(Action Cllr Leyland)**

- 1504.3 Spinney (trees/bank)
The Chairman said that a site meeting was held. In addition to the dead scotch pines in the spinney which need felling, there are 6 other trees that need felling on the edge of the cricket field. These will be replaced with a smaller species. The collapsed bank needs building up. There are two dead trees in the neighbouring garden to be felled. Cllrs supported the felling of the trees.



1504.4 Parking – Cuff Lane
'No parking' signs have been put up. Remove from the agenda.

1504.5 Best Kept Village Competition
Judging will take place in June.

It was reported that the bank outside numbers 7 and 9 Heath Road is not being cut.
The Clerk to check the grass cutting schedule and report it to Turney Landscapes.
(Action Clerk)

1504.6 Galley Lane/Mill Lane signs – 'no littering'
Nothing to report.

1504.7 Old Red Lion – register as Community Asset
Nothing to report.

1504.8 School Bus/parking on Green End
Nothing to report.

1504.9 John Horncapps Lane – encroaching vegetation
Nothing to report.

1504.10 War Memorial – steps breaking up
Cllr Kettle agreed to obtain a quotation. **(Action Cllr Kettle)**

1505 **Play Areas**

1505.1 ROPSA – annual play area inspection reports
Cllr Bratt confirmed that the reports have been reviewed and there are some small items to address which will be dealt with. Some areas need softer landing surfaces.

1506 **Matters for the newsletter**
Little Ashes Pre-School

1507 **Date of next meeting – Tuesday 2nd July 2019 at 7.30pm**

1508 **The meeting closed at 9.35pm**