



## MINUTES of the Meeting of Great Brickhill Parish Council held on Tuesday 2<sup>nd</sup> June 2020 at 7.30pm by Zoom video conferencing

**PRESENT:** Cllrs Mr C Leech (Chairman), Mr K Boad, Mr D Bratt, Mrs J Heydon, Mr R Kettle,  
Mr A Middleton, Ms B Wight, BC Cllr Raven, BC Cllr Everitt

**IN ATTENDANCE:** Mrs K Barker (Clerk), 2 members of the public were present  
Agenda for members of the public circulated on the newsletter InfoLine

1669 **Apologies for absence** – none

1670 **Minutes**

The minutes of the meeting held on 5<sup>th</sup> May 2020 were approved. Cllr Bratt proposed, seconded by Cllr Kettle the approval of the minutes as a true record, all agreed by those present and to be signed by the Chairman at the next meeting in person.

1671 **Declarations of Interest**

Cllr Leech (Chairman) – finance Point 1674.2

1672 **Matters arising**

There were no matters arising.

1673 **Reports**

1673.1 Buckinghamshire Council

Cllr Scott Raven and Cllr Ben Everitt attended the meeting. Cllr Everitt introduced himself and said that he will be working alongside Cllr Raven. Bucks Council has now formed and consists of 5 councils merged into one. The merger has worked well so far but it has been challenging with the current Covid-19 regulations. There have been problems with a lot of fly tipping due to the temporary closure of the tidy tips. Any issues of fly tipping should be reported on the Bucks Council website.

The Chairman asked if BC would put a skip in the Parish Hall car park for the village to use. Cllr Everitt said that he will put forward the idea.

1673.1.1 VALP/HS2/Expressway  
VALP has been delayed and will almost certainly need to be revised. The Expressway is likely to be abandoned but this is to be confirmed. Preparatory work has begun on the plans for HS2.

1673.1.2 Planning  
There are new rules relating to planning and a document has been sent to all Parishes. One of the changes is to reduce the amount of time that someone can speak at a Development Control meeting. Parish Councils must also put in a request to either Cllr Raven or Cllr Everitt if they wish a planning application to be referred to Committee and they will then arrange this. Cllr Raven asked the Parish Council if they can let him know of any applications they would like referred.

1673.2 Parish Hall Committee

1673.2.1 Project 2020 – Parish Hall improvements  
Cllr Bratt said that the builder is making good progress and he went through the cash flow sheet supplied. He said that toilet fitting costs are to be confirmed. Cllr Bratt confirmed that the Parish Hall needs to comply with current fire safety regulations such as emergency



lighting, relocating of the fire alarm console and replacement doors. This work could potentially lead to a shortfall in the budget for the hall works and could lead to a delay in some of the works being completed if the additional costs cannot be met. A Fire Officer has visited and his report is awaited.

1673.2.2 Little Ashes Pre-School – Log Cabin and Forest School  
Cllr Bratt said that the Tree Officer visited and his queries have been answered. A decision regarding planning permission is awaited.

1674 **Finance:**

1674.1 Bank balances and finance report:  
The Clerk supplied a finance report.

<b>Barclays/Santander</b>	<b>£</b>
Community (Barclays)	18,105.62
Business Reserve (Barclays)	4,301.87
MUGA Sinking Fund (Barclays)	9,327.01
Parish Hall Budget (Barclays)	18,611.85
Business Reserve (Santander)	56,744.46
Business Bond (Santander)	85,412.29
<b>TOTAL</b>	<b>192,503.10</b>

1674.2 The Chairman proposed, seconded by Cllr Wight the approval of the following payments, all agreed.

Payment method	Payee	£
Bank Transfer	Clerk – salary	446.08
Bank Transfer	Clerk – expenses	40.45
Bank Transfer	Turney Landscapes – grass cutting	750.00
Bank Transfer	Youth Café	300.00
Bank Transfer	C Leech – zoom monthly charge	14.39
Bank Transfer	C Leech – Clerks laptop	479.00
	<b>TOTAL</b>	<b>2,029.92</b>

1674.3 Other financial matters:

1674.3.1 On-line banking/payments  
Cllr Wight is still to register for online banking.  
**(Action Cllr Wight)**

1674.3.2 Santander Business Bond  
Cllr Bratt proposed, seconded by Cllr Wight to open a new Bond for £60,000 with the money remaining in the holding account to be transferred into the Santander Reserve account, agreed by all. The Clerk to complete the form and visit the Chairman to get it signed.  
**(Action Clerk)**

1674.3.3 Accounts 2019/20  
Accounting Statement/Governance Statement  
The Parish Council approved the Annual Governance Statement and the Statement of Accounts. The Annual Governance Statement and the Statement of Accounts were proposed for approval by the Chairman, seconded by Cllr Wight and agreed by all. The Clerk to visit the Chairman to get the statements signed and then send the Annual Return to the External Auditor. The finance documents to be placed on the website.  
**(Action Clerk)**



1674.3.4 Annual Internal Audit 2019/20  
The Clerk read out the internal audit report, points to consider were:

- The Council's financial regulations are out of date. New model financial regulations were issued by NALC in 2019 and the council should update to this model to ensure compliance with current legal requirements; details have been provided to the Clerk. In all other respects this continues to be a well organised and managed council and acceptable standards of compliance were observed, both with regulatory requirements and the proper practices in all areas and aspects of the council's business and activities examined.

Response from the Parish Council:

- The Clerk said that she will circulate the new financial regulations for approval at the next meeting. **(Action Clerk)**

1675 **Public Participation**

There were no comments by members of the public.

1676 **Planning:**

1676.1 Planning Applications

1676.1.1 20/01629/APP – 2 Pound Hill – demolition of an existing single storey rear extension, erection of two storey rear extension and conversion of existing attached out-building including replacement roof finish. The Parish Council support the application. The proposed enlargement is at the rear of the property and well screened from the road. The change in roof covering at the rear will enhance the property. The design proposed is in keeping with the architecture of the property at the rear although this may make the resulting form seem overbearing when considering the neighbouring single storey extension (which at the moment is similar to that proposed to be replaced). The plans submitted make it hard to see whether there will be a loss of light to the neighbouring property at 4 Pound Hill should that proposed extension not be realised.

1676.1.2 20/01628/APP – 4 Pound Hill – demolition of existing single storey rear extension and replacement with two storey extension and new Oak framed entrance canopy to front elevation. The Parish Council object to the application. The proposed enlargement at the rear of the property is well screened from the road, the design is in keeping with the architecture of the overall property and the Parish Council is supportive of this part of the application. The front canopy, however, appears to be incongruous when the entire building is viewed as a whole and detracts from this prominent building which sits inside the conservation area at the centre of the village. The Parish Council objects to the application based on the proposed front porch but would add that without this addition they would be supportive of the application.

1676.2 Decisions:

1676.2.1 20/01228/APP – Baileywell 16A Heath Road – single storey front and rear extensions. Approved

1676.2.2 20/00648/APP – Hillside Farm, Ivy Lane – extension to existing hay barn. Approved



- 1676.2.3 20/00449/APP / 20/00450/ALB – 56 Lower Way - conversion of attic space to bedroom with ensuite, additional staircase, 5 No new dormer windows, first floor wet room and fixed loft ladder. Refused
- 1676.2.4 19/04065/ACL – Bryerley Springs Farm, Galley Lane - application for a lawful development certificate for an existing development of use of 2 flats. Certificate issued
- 1676.2.5 19/04314/APP – Bryerley Springs Farm, Galley Lane - conversion of stables to a flat. Refused
- 1676.3 Other Planning Matters
- 1676.3.1 Planning Responsibility – June/July  
Cllr Middleton to review planning applications received.
- 1677 **Review of Projects**
- 1677.1 Traffic Calming Measures  
Nothing to report.
- 1678 **Village Improvements Committee**  
The Chairman said that the work to the land drain is ongoing. Cllr Kettle has put in a manhole cover and more aggregate is needed. It was resolved for Cllr Kettle to purchase more aggregate for the field drain. Some cutting back of the vegetation on the Green End former reservoir site has been done as it has been scratching against the school coaches. Cllr Heydon said that vegetation is encroaching onto the zig zag path by the school. The Chairman said that he will take a look and cut back as necessary. **(Action Chairman)**
- 1679 **Village Matters:**
- 1679.1 Unregistered land in Great Brickhill  
Nothing to report.
- 1679.2 Public footpaths – progress (Pochards Lake to Cuff Lane)  
Nothing to report.
- 1679.3 Speedwatch  
Nothing to report.
- 1679.4 Misuse of Parish Land – Poors Acre  
The Chairman reported that a number of emails have been received regarding Poors Acre and it being misused. People have been gathering there, particularly in the evening and a lot of litter is regularly left lying around. There has also been some graffiti on the litter bin and a sign defaced. There are reports of the lay-by being used at night, possibly for purposes other than that for which it was intended.
- The Chairman said that he regularly empties the litter bin at Poors Acre and it is regularly full of wine bottles, beer cans/bottles, take-away containers but some people will always throw things on the ground even when there is a litter bin. The area seems to be used as a meeting point. The Parish Council agreed that it is good to see people enjoying the area but anti-social behaviour is very serious and it is of great concern that an amenity created some 8 years ago now for the well being of the village is being misused. It is assumed that this is by persons from outside of the village and these activities must be stopped.
- It was suggested that bollards could be installed to remove the parking facility and the layby used only as a passing bay. The Chairman agreed to contact Thames Valley Police and the local PCSO Tina Hobson to see what action they may be able to take and what advice they can give which may help the situation. He said that he will also request some signs 'Police regularly patrol this area'. The Parish Council agreed that it needs to be made very clear via the newsletter and Whatsapp what action the Parish Council intend to take. **(Action Chairman)**



1679.5 COVID-19

Cllr Wight said that the support group are continuing to get prescriptions and do shopping for those in need. There is a good network of support.

1680 **Play Areas**

1680.1 ROPSA – annual play area inspection May/June postponed  
Noted by the Parish Council.

1680.2 Pre-School use of play area

Cllr Bratt said that Little Ashes Pre-School have asked to use the play area. The Parish Council agreed to the request as long as the pre-school are covered legally and they must comply with Government guidelines and it is at their own risk.

1680.3 MUGA

The Parish Council agreed to open up the MUGA until the end of July when the MUGA will need to close temporarily due to the hall building works. They agreed that a sign must be put up to inform members of the public that access is limited to 6 people only and that social distancing regulations must be observed.

**(Action Cllr Bratt)**

1681 **Parish Council Administration**

1681.1 Asset Register/Risk Assessment/Standing Orders/Financial Regulations – review  
The Clerk to issue the new financial regulations and all documents to be reviewed at the June meeting.

**(Action Clerk)**

1682 **Correspondence:** Bucks Council new planning rules

1683 **Matters for the newsletter**

Poors Acre anti-social behaviour, MUGA and re-opening of village facilities

1684 **Date of next meeting** – Parish Council Meeting - Tuesday 7<sup>th</sup> July 2020 at 7.30pm

1685 **The meeting closed at 9.55pm**