



## MINUTES of the Meeting of Great Brickhill Parish Council held on Tuesday 1<sup>st</sup> June 2021 at 7.30pm in the Parish Hall, Great Brickhill

**PRESENT:** Cllrs Mr C Leech (Chairman), Mr K Boad, Mr D Bratt, Mr R Kettle,  
Ms B Wight, Bucks Ward Cllr Mrs J Jordan

**IN ATTENDANCE:** Mrs K Barker (Clerk), 5 members of the public were present  
Agenda for members of the public circulated on the newsletter InfoLine

The Parish Hall current 'hire regulations' were noted as received and accepted. Social distancing regulations were adhered to.

1871 **Apologies for absence** – Cllr Mr A Middleton, Cllr Mr D Bhadri

1871.1 Co-option

The Chairman proposed that Mr Deepak Bhadri be co-opted onto the Parish Council as a Parish Councillor. This was seconded by Cllr Wight. The co-option was agreed. Cllr Bhadri to sign a Declaration of Acceptance of Office at the next meeting when he is present.

1872 **Minutes**

The minutes of the meeting held on 4<sup>th</sup> May and 18<sup>th</sup> May 2021 were approved. Cllr Wight proposed, seconded by Cllr Bratt the approval of the minutes as a true record, all agreed by those present and to be signed by the Chairman.

1873 **Declarations of Interest**

Cllr Leech – finance Point 1876.2

Cllr Bratt – finance Point 1876.2

1874 **Matters arising**

There were no matters arising.

1875 **Reports/Representations**

1875.1 Buckinghamshire Council

Cllr Jordan introduced herself as the new Ward Cllr for Great Brickhill. The ward is divided between herself, Philip Gomm and Iain Macpherson but she is the main contact. She has also been selected as the Deputy Cabinet Member for the Environment and Chairman of Winslow Community Board.

The Chairman welcomed Cllr Jordan to the meeting. He said that he is aware that some of the recycling goes overseas and asked if she could find out where it is sent. Cllr Jordan said that she will find out and report back.

Cllr Wight said that the tidy tips are miles away and with the current system going to a nearer tip in a different county is not allowed. She asked whether different county's could cooperate with each other and set up a cross border facility. Cllr Jordan said that she will look into it.

1875.1.1 EWR Consultation

The Chairman said that he attended a consultation meeting recently. The main issue discussed was the closure of level crossings.

1875.2 Parish Hall Committee

Cllr Bratt said that the hall has re-opened for small groups.



- 1875.2.1 Car Park lighting – update  
Cllr Bratt said that he has received a quote of £900 plus VAT for the electrical work for the bollards and sign. Cllrs discussed the positioning of lights and agreed to further consider the type of lights required.
- 1875.2.2 Grass rake  
Nothing to report.
- 1875.3 Hall meeting room refurbishment – update  
Cllr Bratt said that he has applied for a grant for half the cost of the refurbishment of the small meeting which includes new flooring, new kitchen area, blinds, windows and tv and screen. The kitchen area will be provided by the company who supplied the main hall kitchen so that it matches. Most of the quotes have been received and the total cost is expected to be in the region of £11,000. It will be funded by grants, the PHC and the Parish Council. The Parish Council agreed that the windows do not need to be replaced but they are happy with the other proposed works.
- 1875.4 Use of Parish Hall car park  
Cllr Wight said that there are various users of the hall car park. She said that she will draw up some formal guidelines as to its use.  
**(Action Cllr Wight)**

1876 **Finance:**

- 1876.1 Bank balances and finance report:  
The Clerk supplied a finance report prior to the meeting.

<b>Barclays/Santander</b>	£
Community (Barclays)	19,051.08
Business Reserve (Barclays)	4,303.85
MUGA Sinking Fund (Barclays)	6,216.16
Parish Hall Budget (Barclays)	14,176.72
Business Reserve (Santander)	46,340.77
<b>TOTAL</b>	<b>90,088.58</b>

- 1876.2 Cllr Wight proposed, seconded by Cllr Boad the approval of the following payments, agreed by all present.

Payment method	Payee	£
Bank Transfer	Clerk – salary	496.60
Bank Transfer	Clerk – expenses	35.85
Chq	HMRC – Clerks tax	3.40
Bank Transfer	Turney Landscapes – grass cutting	750.00
Bank Transfer	Youth Café	309.83
Bank Transfer	Cllr Leech – materials	133.06
Bank Transfer	Cllr Bratt – expenses	67.89
Bank Transfer	Kitchen Matters – meeting room deposit	880.44
Bank Transfer	W J McL. Marshall – Internal Audit	120.00
Bank Transfer	Rospa Play Safety – annual inspection	168.60
Bank Transfer	Denne Engineering – materials	21.10
	<b>TOTAL</b>	<b>2,986.77</b>



1876.3 Other financial matters:

1876.3.1 On-line banking/payments  
Cllr Wight is still to register for online banking.

1876.3.2 Internal Audit Report  
The Clerk read out the internal audit report.  
Summary:

The Internal Auditor firstly examined the publicly available information displayed on the council's website including the council's policies, procedures, agendas, minutes, financial and other records and sought evidence that the previous year's Internal and External Audit reports had been properly reported to and where necessary acted upon by the Council. The council's arrangements for the management and control of its business in the areas of bookkeeping, due process (ie compliance with the proper practices as set out in the Practitioners' Guide), risk management, budget setting and monitoring, payroll, asset register, bank reconciliations, internal control and year-end procedures and compliance with the display of information including the exercise of public rights were then examined. The arrangements that the council put in place in response to the C-19 restrictions, to manage the processes and procedures that would normally require documents including Minutes, invoices etc to be physically examined and / or signed were examined. Where changes have been made, the Internal Auditor was satisfied that the modified arrangements have been introduced without any significant diminution in the overall standard of internal controls.

The following issues were noted:

- the annual receipts and payments summary that forms part of the suite of year-end information displayed on the website does not fulfil the intended purpose of making information publicly available in that it is summary of the spending under budget and other headings rather than details of actual receipts and payments. This requirement is normally and better fulfilled by posting the entire cashbook ie the excel spreadsheet on the website.
- the council's expenditure for the year exceeded the threshold of £200,000 where reporting on an income and expenditure (I & E) rather than receipts and payments (R & P) basis must be considered. However, this is the first year this has arisen and current rules require I & E reporting only when either gross income or expenditure (whichever is the higher) exceeds £200,000 for three consecutive years and from year three onwards (see para 5.122 of the Practitioners' Guide). Reporting on an R & P basis is therefore appropriate this year but needs to be borne in mind going forward.

Parish Council response:

- The Clerk reported that she had agreed with the Internal Auditor that she will post the end of March 2021 spreadsheet on the website to ensure that all financial information is publicly available.
- The rules regarding receipts and payments and income and expenditure were noted by the Parish Council.



1877 **Public Participation**

A resident spoke about the Cuff Lane/Duck End proposed parking restrictions consultation. The proposals include double yellow lines, paid parking and parking permits which will have an effect on the whole village as vehicles will have to park elsewhere. The consultation document was only delivered to Cuff Lane residents and is totally disproportionate to the solution. The resident said that there is a better solution to the parking problems.

1878 **Planning:**

1878.1 Planning Applications

1878.1.1

21/01658/APP - Greens Wood Farm, Home Farm Lane - agricultural barn and temporary mobile home.

The Parish Council object to the application.

The site of the application is in an Area of Attractive Landscape to the north of Great Brickhill, outside of the village curtilage. The current use is recreational/equestrian. The applicants state that they wish to run a livery business, and also keep and breed rare breed horses. They make a powerful case for the requirement to have someone onsite 24 hours a day, for welfare, security and insurance reasons, in order to facilitate the successful running of the proposed business. This powerful case leads to the inherent contradiction in this application, which is that if the business is to succeed, the 'temporary' mobile home will not be temporary at all. It will inevitably either become permanent, or, more likely, an application for a permanent residence will follow in due course, with all the arguments repeated about the requirement to have a 24-hour presence on the site. In effect, this application is for a change of use from equestrian use to residential within the AAL. As the application states, the site is in open countryside and currently there are no buildings on the site. There is no power, fresh water, or foul water provision on the site. The Parish Council consider that this application will have a detrimental effect on the character and appearance of the surrounding area. The proposed 'temporary' residence, the CCTV and security lighting, the proposed second access, and the car park for at least 14 vehicles, will all fundamentally change the nature of the site, which is an area of attractive landscape in open countryside. The development would be a detriment to the open nature and rural character of the land, and will have negative environmental effects in terms of noise, smell and the increased traffic on the lightly trafficked single carriageway lane which provides the only access to the site (GP37).

The Parish Council particularly opposes the construction of a new access way which is proposed to the South of the site. The applicants have given no reasons to justify why a second access is required, and the proposed siting is right on top of an established badger set. In addition, visibility is poor along the section of the lane which serves both proposed access points, as recognised by the Highways comments. 50m to the south of the site is a blind summit on the (single track) lane, which is not suitable to accommodate increased traffic. Highways confirm that the site is not considered sustainable in transport terms in the context of the requirements of the NPPF, and would be reliant on private motor vehicles, against the aims of both local and national policy. They go on to say, inaccurately, that the 'temporary' dwelling will be for a worker to serve "the agricultural use that is present on the site". There is no agricultural (or indeed equestrian) use on the site presently, which requires an on-site worker.



The Council must give priority to the need to protect the countryside for its own sake (RA1)

According to VALP (C2):

“in the case of... leisure, training or breeding enterprises, developments *should re-use an existing building or group of buildings in the countryside*. An element of new building or buildings may also be permitted *alongside the re-use of any existing buildings*”

This application does not re-use existing buildings, but proposes new buildings in an area of open countryside.

The Parish Council considers that this application for a ‘temporary’ mobile home for a rural worker is mis-using the provisions of H3 of VALP. The business proposed does not currently exist; there are no buildings on the site, and the erection of a ‘temporary’ mobile home, if permission is granted, will inevitably lead to a future application for a permanent dwelling. This application seeks to ‘game’ the planning system in order to establish the circumstances to obtain a change of use from equestrian to residential development. This will adversely affect the area of attractive landscape, extend the natural curtilage of the village, and introduce intrusive development along a small country lane which is narrow, tree lined, and with poor visibility. The Parish Council strongly opposes the application.

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| 1878.1.2                      | 21/01707/ALB - The Old Bakehouse 6 Rotten Row – replacement of brick structure porch with open wooden structure, replace soffits and guttering.<br>The applicants attended the meeting and explained the proposed works. The Parish Council support the application, considering the relatively minor external impact and sensitive use of materials, plus the fact this part of the building is not original. |
| 1878.2 Decisions:             |  |
| 1878.2.1                      | 21/01265/APP - 48 Pound Hill – proposed first floor extensions (amendment to 20/03605/APP). Approved   |
| 1878.2.2                      | 21/00834/ALB - 9 Heath Road - electrical upgrade, replacement boiler, erection of shed wall to bedroom 1, new Kitchen, new bathroom, masonry repair internal and external, full internal decoration. Consent given   |
| 1878.2.3                      | 21/00718/COUAR - Barn at Bragenham Side, Stoke Hammond – determination as to whether prior approval is required in respect of transport & highway impact, noise, contamination risk, flooding and locational considerations for the conversion of agricultural barn into one dwellinghouse (Class Q(a)) and in relation to design and external appearance of the building (Class Q(b)). Refused                |
| 1878.2.4                      | 20/03462/ACL - Home Farm, Home Farm Lane – application for a certificate of lawfulness for existing use of two mobile homes as two dwellings. Certificate issued – existing use  |
| 1878.3 Other Planning Matters |  |
| 1878.3.1                      | Planning Responsibility – June<br>Cllr Middleton to review planning applications received.   |
| 1878.3.2                      | Neighbourhood Plan<br>The Chairman said that he has been collating information and will put together a summary of what is involved. <b>(Action Chairman)</b>   |



1879 **Review of Projects**

1879.1 Traffic Calming Measures – update  
Nothing to report.

1880 **Village Improvements Committee**

The Chairman said that the field drain has now been finished.

1880.1 Posts at Bus Shelter – Cross End

Cllr Boad proposed, seconded by the Chairman to order 10 bollards at a cost of £156.09 plus VAT, agreed by all present.

1881 **Village Matters:**

1881.1 Un-registered land in Great Brickhill – update

1881.1.1 Land off Pound Hill

The Chairman raised the possible Bona Vacantia situation concerning the patch of land next to Pennycuik. The land was part of a section 106 agreement when pennycuik was built, but the developer disappeared before the legal transfer to AVDC/the PC was made. The original developer, Goldcrest developments Ltd went into liquidation shortly after finishing Pennycuik. The land was then acquired by another development company which also went into liquidation c1998, and the land is still registered under that long defunct company name. The land is 330 sq.m and thus large enough to build a house on and the Parish Council should attempt an adverse possession claim on it. The Chairman agreed to liaise with the Solicitor. **(Action Chairman)**

1881.2 Speedwatch

Nothing to report.

1881.3 Village lighting/E.on quotation

The Chairman said that he queried the electricity bill and the Parish Council is not under contract. He obtained a quote from E.on of £3,539 for a 24 month contract which will save about 15% on current costs. The Parish Council resolved to accept the quote and the Clerk to confirm acceptance to E.on. **(Action Clerk)**

1881.4 Dog Bin – request submitted

The Clerk said that she emailed Bucks Council customer services and they asked her to fill in a waste services form in order to request a new bin. She said that there was nowhere on the form to request a new bin but she requested it under missing bin.

1881.5 Benches and other initiatives – donations

The Parish Council discussed putting in some planters around the village. Resident Marcus Feinhols is happy to provide some planters and the gardening club are happy to maintain them.

1881.6 Cuff Lane/Duck End – residents parking/parking permits

See public participation. The Chairman said that residents should respond to the consultation. The Parish Council agreed that the appropriate measures should be to put in yellow lines where the road is narrowest, object to residents paying for permits and 'residents parking' road signs at each end of the road. He said that he will draw up a response to the consultation on behalf of the Parish Council. **(Action Chairman)**

1881.7 Parking signs outside the school

Bucks Council will be undertaking a review of zig zags outside schools as there should be signs that say 'no parking' in these areas.



1882 **Play Areas**

Cllr Bratt said that the play area gate needs fixing and there are some other minor repairs.

1883 **Parish Council Administration**

1883.1 Sub-Committee operations review – update  
Nothing to report.

1883.2 On-line archive/emails – update  
Nothing to report.

1883.3 Review of policies  
To be reviewed at the next meeting.

1883.4 Sub Groups/Committees/Representatives – for review  
To be reviewed at the next meeting.

1884 **Correspondence**

There was no correspondence.

1885 **Matters for the newsletter**

Excerpts from old minutes

1886 **Date of next meeting** – Parish Council Meeting - Tuesday 6<sup>th</sup> July 2021 at 7.30pm

1887 **The meeting closed at 9.55pm**