

# NORTH CRAWLEY PARISH COUNCIL



**Clerk:** Mrs P Reynolds-Nunn, 25 Park Close, Moggerhanger, Beds, MK44 3RY  
Tel: 01767 641281

## Minutes of Parish Council Meeting Tuesday 6<sup>th</sup> June 2017

7/17

**Present:**

Chair J Small, Cllr G Magee, Cllr I Baldwin, MK Ward Cllr K McLean, Gavin Treen, Senior Planning Enforcement Officer, MK Council, RFO S Bushnell, Clerk P Reynolds-Nunn, 11 members of the public .

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| <b>Item 1.</b><br>06/06/17 | <b>Apologies for absense:</b><br>Cllr J Hobbs, Cllr E Potts, PCSO Arlene Ormston, apologies accepted.   |
| <b>Item 2.</b><br>06/06/17 | <b>Declarations of interest:</b><br>None at present   |
| <b>Item 3.</b><br>06/06/17 | <b>Approval of minutes:</b><br>The Minutes of the Parish Council meeting held on 2 <sup>nd</sup> May 2017 were agreed and signed as a true record of that meeting.  |
| <b>Item 4.</b><br>06/06/17 | <b>Scan Reporter:</b><br>Cllr Baldwin agreed to action the SCAN report this month   |
| <b>Item 5.</b><br>06/06/17 | <b>Ringcroft Farm:</b><br>MK Officer Gavin Treen updated us on the issue of the tennis courts and lighting system here, which is causing concern to residents, particularly the floodlights at all hours. He apologized for the slow progress since it was reported but explained he is now proactive to get positive results. There has been change of use and other unauthorized activities on the site and officers have been there to confirm this; the proprietors were asked to submit a retrospective planning application, to which they failed to respond. A planning contravention notice was then sent, again with no response. Gavin is now drafting a report to action enforcement. If an appeal is forthcoming, it could delay the process for 6-8 months. He confirmed that there are legal processes to abide by which take time, hence the time delay. |

Signed (Chair).....Date (Clerk).....

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| <p><b>Item 6.</b><br/>06/06/17</p> | <p><b>Neighbourhood Plan update .</b><br/>Cllr Magee reported that there had been an excellent turn out for the last meeting held on 12<sup>th</sup> May 2017 (approx. 200) which is very encouraging for the steering group moving forward; he has emailed 150 interested parties to update everyone on progress so far, they are liaising with other parishes which is proving very useful, the next step being applying for funds and preparing a questionnaire for the village. The steering group has two vacancies, one a treasurer, and the other an archivist. Anyone interested should contact Gary or one of the steering group for further details.<br/>Cllr Magee had to leave at this point due to other commitments, therefore a quorum was not present meaning that no decisions would be made from now on.</p>   |
| <p><b>Item 7.</b><br/>06/06/17</p> | <p><b>Ward Councillor’s Report:</b><br/>Cllr McLean updated us on the waste strategy, stating that the tips will not be closing as was considered previously. He told that the proposal to action a charge of £33 p.a. for the green bins to be emptied is being reviewed and won’t happen this year.<br/>He is confident that our complaint regarding Ringcroft Farm will be resolved in due course.<br/>Litter picking was discussed; if we have enough volunteers we will go ahead and obtain some “picking kits” from another parish.</p>  |
| <p><b>Item 8.</b><br/>06/06/17</p> | <p><b>Planning:</b><br/>There were a few applications to be reported on this evening.<br/><br/>Clerk reported that there is no appeal in as yet for the new dwelling proposed and declined in Chequers Lane.<br/>N.B. The first three applications had been dealt with by all councilors via email due to the tight time scale.<br/>17/01141/OUT – outline planning for 76 dwellings with approval for access at land at Moat Farm, Chicheley Rd, - Objected to.<br/>17/01252/FUL – single storey side extension at 14 Brook End, - no adverse comments.<br/>17/01333/LBC – listed building consent for removal of and storage of an inner lobby door and installation of a ramp – no adverse comments.<br/>17/01428/FUL – single storey extension to rear and side, refurbishment to existing roof and facades, demolition of existing single storey south wing and conservatory, at 8 Folly Lane – no adverse comments in principle but decision not made as yet. (A third councilor to be consulted to provide a quorum of three)</p> |
| <p><b>Item 9.</b><br/>06/06/17</p> | <p><b>Neighbourhood Watch:</b><br/>Cllr Small had been visited by Arlene, our PCSO, and a safety officer, regarding setting one of these up; they recommend we recruit people at home during the day, possibly young mums, to form a small group. They brought notices and leaflets and offered to help us set it up as long as we get enough interest; we all need to be vigilant with increasing burglaries and other crimes. If anyone is interested please contact the clerk in the first</p>  |

Signed (Chair).....Date (Clerk).....

instance.

**Item 10.**  
06/06/17

**FINANCE REPORT – 6 June 2017**

**RECEIPTS:**

| RECEIVED FROM         | AMOUNT  | CHQ/CASH | DETAILS                                    |
|-----------------------|---------|----------|--|
| H W Mason and Sons    | £175.00 | Cheque   | Interment Fee for Gordon Adderson          |
| Mrs E L Lee (Brandon) | £400.00 | Cheque   | Exclusive Right of Burial fee (double fee) |

**PAYMENTS:**

| PAYEE                                 | AMOUNT  | CHEQUE | DETAILS  |
|---------------------------------------|---------|--------|--|
| Sage UK                               | £6.00   | DDebit | Payroll software – May 2017  |
| Rialtas Business Solutions Limited    | £139.20 | 101919 | Finance software annual maintenance fee  |
| S M Bushnell                          | £23.55  | 101920 | Reimbursement for stationery   |
| Jonathan Vowles Chartered Accountants | £216.00 | 101921 | Internal audit fee 2016/17   |
| RTM Landscapes Ltd                    | £543.98 | 101922 | Grass cutting including Peter's Path May 2017                                    |
| Sage UK                               | £6.00   | DDebit | Payroll software – June 2017   |
| P Reynolds Nunn                       | £72.33  | 101923 | Telephone and travelling expenses, reimbursement for Annual Meeting refreshments |

Note: Payments include VAT where appropriate

**Accounts 2016/17** - The Annual Return and Accounts form had been received back from Jonathan Vowles Chartered Accountants following the internal audit. All reconciliations had been checked against the closing balances and all had been found to be in order. No points of note were identified during the internal audit work however a copy of the Asset Register was requested with the paperwork for the 2017/18 audit. The Annual Return would now be sent off to the External Auditor

The insurance for the defibrillator was discussed, and resolved that the item was covered as long as the maintenance was in order, i.e. batteries changed as necessary. RFO is dealing with this.

Signed (Chair).....Date (Clerk).....

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| <p><b>Item 11.</b><br/>06/06/17</p> | <p><b>Churchyard Matters:</b><br/>The late Gordon Adderson – Interment fee received. Exclusive Right of Burial certificate number 164 (amended) was signed for Plot 1/157.</p> <p>Mrs Emma Lee (Brandon) – Exclusive Right of Burial fee received. The amount had been doubled as Mrs Lee was not currently a North Crawley resident. Exclusive Right of Burial certificate number 191 was signed for Plot</p>   |
| <p><b>Item 12.</b><br/>06/06/17</p> | <p><b>Councillor vacancies:</b><br/>There is some interest regarding vacancies which is encouraging; Clerk noted some details at the meeting, and Cllr Magee has had some interest which clerk will follow up. There are two vacancies at present so we will be speaking to candidates in due course. Thank you for your support.</p>  |
| <p><b>Item 13.</b><br/>06/06/17</p> | <p><b>Residential safety:</b><br/><b>Highways:</b><br/>The bollards are in place at last, after much hard work and determination from our resigned chair. Very well done Roz.</p> <p><b>Landscape:</b><br/>The footpath along the fence to the new rectory is still obstructed and overgrown, partly by a tree that has fallen and resting on the fence. Clerk had reported this several times and did so again to no avail; she will keep persevering and report it again!</p>  |
| <p><b>Item 14.</b><br/>06/06/17</p> | <p><b>Councillor’s Items:</b><br/>Cllr Magee reported that he had received an enquiry from a resident in Pound Lane asking when the verges would be cut, as they are causing difficult vision. Clerk to action.</p> <p>Cllr Small reported that visitors to the churchyard are still placing dead flowers, etc, on the soil heap at the side of the bins which are half empty. Please put all rubbish in the green bins to keep the cemetery tidy.</p> <p>She also reported that she had refilled the trough with new flowers, which look very nice. Thank you Jo.</p> |
| <p><b>Item 15.</b><br/>06/06/17</p> | <p><b>Questions from the public</b><br/>There were no questions from the public, but a resident mentioned that SCAN is now in colour and looks much better.</p> <p>It was mentioned that East End did not receive flyers as did the rest of the village for the last minute planning meeting called by the ward councilors recently; he was disappointed as he missed the meeting because of it. Clerk will let them know for future leaflet drops.</p>  |
|                                     | <p><b>The meeting closed at 8.46pm.</b><br/><b>All were thanked for their attendance and support.</b></p> <p><b><u>The date and time of the next meeting was confirmed as Tuesday 4<sup>th</sup> July 2017 at 7.30pm in the Village Hall.</u></b></p>  |

Signed (Chair).....Date (Clerk).....

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