

NORTH CRAWLEY PARISH COUNCIL



Acting Clerk: Mrs S M Bushnell, 3 Folly Lane, North Crawley, Newport Pagnell, MK16 9LN (01234 391501)

Minutes of the Parish Council Meeting held in the Village Hall on Tuesday 1 May 2018 at 7.30 pm

Present: Parish Councillors: J Small (in the Chair for Items 1 - 3), L Fryer, G Magee, J Sandall and L Maclennan (in the Chair from Item 4 onwards)
MK Ward Councillors K Maclean and D Hosking
Acting Clerk and RFO S M Bushnell
PCSO C1018 Arlene Ormston
6 members of the public

01/05/2018 **Membership of Parish Council:** Cllr Small informed the Council that, after the appointment of the Chair and Vice Chair, she would be resigning from the position of Parish Councillor. All present thanked her for her work as a Parish Councillor for several years and as the Chair for the last year.

02/05/2018 **Election of Chair**
Cllr Maclennan was elected Chair. Proposed by Cllr Magee and Seconded by Cllr Sandall

03/05/2018 **Election of Vice Chair**
Cllr Sandall was elected Vice Chair. Proposed by Cllr Maclennan and Seconded by Cllr Magee.

04/05/2018 **Apologies for Absence**
Ward Councillors P Geary, D Hosking and K Maclean

05/05/2018 **Declarations of Interests:** None

06/05/2018 **Approval of Minutes:**
The Minutes of the Parish Council meeting held on 3 April 2018 were agreed and signed as a true record of the meeting.

Signed: Chair Clerk Date

07/05/2018 **Matters Arising**

Minute 13/01/2018 – Lorries through village: Cllr Fryer reported that she had now been in contact with an officer at Bedford Council and it had been confirmed that there was no Traffic Management Plan for the development in Cranfield. It was clear that there was a need to get more involved in Bedfordshire applications as the traffic problem could only get worse. She had asked Bedford Council how there could be more involvement but had not received a response. The Acting Clerk agreed to pass on to Cllr Fryer an email which was part of a distribution list to see if she could be added on to it. The speed of the G Moore lorries was mentioned and it was suggested that if the registration numbers could be recorded, a complaint could be made to the company.

Minute 13/3/2018: Landscape: Cllr Maclennan reported that she had not been able to obtain a third quotation. The prices of the two quotations were as follows: £2,160 (Richard Martin) and £2,760 (Osborn's) for full replacement and £1,350 (Richard Martin) and £1,280 for the rotten part only. It was agreed that, if possible, it would be prudent to do the whole fence but the RFO was asked to check on the budgetary position. This would be circulated by email to councillors and a decision made as to which quote to accept.

Minute 15/03/2018 – MK Play Association: Cllr Magee reported that the Trial Day had been provisionally booked for 8 May and approval was given to pay £150 for this event. Posters had been put around the village and there had been a good response. The IMC had waived the fee for booking the field. Cllr Magee explained that many responses in the Neighbourhood Plan questionnaire had said that there should be more facilities in the village for the younger residents and so this initiative was in line with that. The Play Association would produce a report after the Trial Day which could be used to decide whether to organize more dates.

Minute 14/04/2018 - Bucks Playing Fields Association: It was agreed to subscribe to this Association at a cost of £20 per annum. It was possible that in the future a grant application could be made towards the cost of activities which involved young people, e.g. Play Sessions.

Minute 15/04/2018 – Village Champion: Cllr Magee reported that there had been a good response to this and several worthy nominations for this award had been received. The names would be put on a list and residents could then vote either on Facebook or on a piece of paper dropped off at The Cock Inn. A member of the public mentioned that she had not been aware of this and could not vote using Facebook. She wished to nominate someone and, as it was then confirmed that this nomination had already been received, she gave her vote to Cllr Magee.

Signed: Chair Clerk Date

Minute 16/04/2018 – Conservation Area: The Acting Clerk read out an email which she had received from Mrs Small about the meeting she had with Martin Ellison from MKC and Chris Stapleton from the Historical Association. It had been an excellent meeting and took around two hours to walk around the village. Martin Ellison wanted to see the character of the village and the buildings. He would be looking on the Parish Council website to see the progress of the Neighbourhood Plan so far and might ask for further information. He did not think the boundaries of the conservation area would change although there might be a slight movement to take in the large garden area at Church Farm. Mrs Small felt that he would look very favourably on the village and would be a good contact which could only stand the Parish Council in good stead for future development applications.

08/05/2018 **SCAN Reporter:**
Cllr Fryer agreed to do the report for this month.

09/05/2018 **Update from PCSO Arlene Ormston:** It was reported that during the year from 1 May 2017 to 1 May 2018, the following were the crime statistics: 1 burglary; 2 burglary attempts; 1 shop burglary; 1 criminal damage to a vehicle; 2 incidents of other thefts; 2 thefts from vehicles. There had been an increase in garage break-ins in Newport Pagnell and it was stressed that residents should keep their garages locked and if possible install an alarm and CCTV. It was also a good idea to security mark tools with the postcode and house number.
Operation Drover was to take place again during the coming weekend. There would therefore be a good police presence in the village with speed enforcement etc.
She had got several villages signed up to Neighbourhood Watch and would like to see this in North Crawley too. The Acting Clerk asked for an up-to-date poster for the notice board.
She was currently being trained in Community Speedwatch and would be able to give further information in due course.

10/05/2018 **Moat Farm Appeal:** It was reported that this appeal had been rejected.

11/05/2018 **Neighbourhood Plan:** Cllr Magee reported that a draft of the plan would be submitted to members of the Parish Council in the next few days. It would be put on the agenda for the next meeting. After the draft had been approved by the Parish Council, it would be possible to publicise it so that the residents could read it prior to the referendum which would follow in due course. The Acting Clerk mentioned that she had received an email and a letter from two residents who wanted information on the current progress of the Plan. Cllr Sandall was in the process of producing this information and this would be available within the next two to three weeks. The Acting Clerk agreed to respond accordingly to the two residents.

Signed: Chair Clerk Date

12/05/2018 **Ward Councillor's Report:** Ward Councillors McLean and Hosking had been present at the earlier Annual Parish Meeting and had given a report on the previous year. As they had no further information to add, they had given their apologies for this meeting. The details of their report are included within the Annual Parish Meeting minutes.

13/05/2018 **Finance Matters:**

Receipts:

Milton Keynes Council	£7,481.50	DCREDIT	First instalment of 2018-19 Precept
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Payments:

Came and Company	£645.04	101969	Insurance premium to 31.5.19
Milton Keynes Play Association	£150.00	101970	Ranger Play session 8.5.18
RTM Landscapes Ltd	£543.98	101971	Grass cutting including Peter's Path
Buckinghamshire Playing Fields Association	£20.00	101972	Annual subscription

Note: Payments include VAT where appropriate

Salary Award: It was reported that agreement had been reached on the national salary scales for Clerks. The RFO was currently paid 16 hours per month at £10.099 per hour and the rate had increased to £10.301 per hour with effect from 1 April 2018. It was agreed to pay this increased rate for 16 hours per month plus a further 13 hours per month for the Acting Clerk position.

14/05/2018 **GDPR (General Data Protection Regulation):** The Acting Clerk reported that the GDPR would come into force on 25 May 2018. It would set out the guidelines for the collection and processing of personal information of individuals in the EU and the principles for data management and the rights of individuals. Fines could be imposed for data breaches. As far as the Parish Council was concerned, the personal data that was processed mainly related to payroll, councillors' details, details of some residents and cemetery records. It was mentioned that email addresses had also been obtained in connection with the Neighbourhood Plan and that these would be destroyed when the Neighbourhood Plan had been completed. Organisations had to appoint a Data Protection Officer but the Acting Clerk understood that the Government had recently issued an amendment to the GDPR bill which would exempt Parish and Town Councils from having to make this appointment. The Clerk would produce before the next meeting a spreadsheet for review which would detail the data held by the PC.

Signed: Chair Clerk Date

15/05/2018 **Churchyard matters:** The Acting Clerk reported that she had received a letter from Nick Freeman, the Secretary of St Firmin's DCC. The fence between the churchyard and Church Farm House had become badly dilapidated and was falling in places. This fence was the responsibility of the church/Parish Council and he had been asked to contact the Parish Council to see if they would be willing to meet the cost of replacing it. The Parish Council was not aware if there was any documentation which stated whether the fence was the responsibility of the church or the Council and felt that sharing the cost between them might be appropriate. It was agreed to have a look at fence before the next meeting and to then discuss the matter again.

Grass cutting: Cllr Magee reported that a resident had mentioned that the grass cutters were allowing grass cuttings to scatter over the graves and a vase of flowers had also been knocked over. The Acting Clerk was asked to write to RTM Landscapes to ask them to take more care when grass cutting in the churchyard.

16/05/2018 **Landscape:** The Clerk was asked to chase MKC about the visit of the tree conservation officer in connection with the trees in Nixey's Walk.

17/05/2018 **Date and Time of Next Meeting**

Tuesday 5 June 2018 at 7.30 pm in the Village Hall.

Signed: Chair Clerk Date