

# 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 3<sup>rd</sup> October 2017

**10/17**

**Present:**

Cllr J Small (Chair), Cllr G Magee, Cllr L Maclellan, Cllr J Sandall, Cllr L Fryer, MK Ward Cllrs P Geary & D Hosking, RFO S Bushnell, Clerk P Reynolds-Nunn, 6 members of the public .

<b>Item 1.</b> 03/10/17	<b>Apologies for absence:</b> Cllr J Hobbs (who tendered his resignation), Cllr E Potts, PCSO Arlene Ormston, MK Ward Cllr K McLean, apologies accepted.
<b>Item 2.</b> 03/10/17	<b>Declarations of interest:</b> None at present
<b>Item 3.</b> 03/10/17	<b>Approval of minutes:</b> The Minutes of the Parish Council meeting held on 5 <sup>th</sup> September 2017 were agreed and signed as a true record of that meeting.
<b>Item 4.</b> 03/10/17	<b>Scan Reporter:</b> Cllr L Maclellan agreed to action the SCAN report this month
<b>Item 5.</b> 03/10/17	<b>Ward Councillor's Report:</b> This was brought forward in order for our ward councilors to attend another meeting. Cllr Hosking gave an update on Plan:MK, which is at the final stage of consultation -and will be available to view and comment upon in the near future. He mentioned that although the planning application for a house in Chequers Lane has been declined, the applicants do have the right to appeal. Regarding Ringcroft Farm, a report has been drafted and being checked to ensure it is clear before an enforcement notice is served on the residents. Cllr Geary mentioned that Sherington and Castlethorpe have agreed their neighbourhood plans with results of 97% in favour at Sherington and 94% in favour for Castlethorpe and are both progressing well.

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

	<p>The issue of white lining in Little Crawley on the road to Chicheley was discussed; MK Council had not replaced white lines on a small section where the road is too narrow; white lines exist where the road is wide enough.</p> <p>However, it was resolved not to let this issue drop as there is a definite problem in Little Crawley with speeding and narrow roads; possibly we could have signs erected to indicate the narrow road or even have the road widened. This will be discussed further <del>for</del> in order to arrive at a satisfactory resolution. Clerk will enquire as to the possibilities.</p> <p>Concern was expressed by a resident regarding heavy lorries-constantly passing through North Crawley, probably from the development in Cranfield. It was suggested that we ask the planning enforcement officer at Central Beds Council if there is a traffic management plan in force.</p>
<p><b>Item 6.</b> 03/10/17</p>	<p><b>Planning:</b> 17/01828/LBC &amp; 17/01827/FUL – Old Rectory, 2 High Street. Clerk had confirmed that the special historical wall was to be preserved, which was the only concern expressed. 17/01584/FUL – 24 High St, back of The Chequers. This has been declined –details are on the MKC website Cranfield developments – Wharley End proposal had been declined, details for refusal are on the Central Beds Council website. 2 new applications were forthcoming. 17/02503/PANAGC – prior notification for change of use of existing agricultural workshop to a residential dwelling (use class 3) at the tractor shed, Moat Farm. 17/02400/FUL – change of use of land from agricultural to residential at 12 Brook End. Only concern was the drainage issue, it was noted that water runs out from the existing garden onto the road during wet weather and can be dangerous when icy- It was hoped that the hedgerows would remain intact. Clerk to speak to the planning officer concerned regarding this.</p>
<p><b>Item 7.</b> 03/10/17</p>	<p><b>Neighbourhood Plan update</b> Cllr Magee reported that the steering group were still ploughing through the completed questionnaires which is a time consuming job; they are looking into grants and also for a consultant to join them as late as possible in the process. Cllr Magee had found Diane Webber very helpful and thanked the ward councillors for recommending that they contact her. Cllrs Magee and Sandall and the team were congratulated and thanked for their hard work by Chair J Small.</p>
<p><b>Item 8.</b> 03/10/17</p>	<p><b>Neighbourhood Watch / Smartwater scheme:</b> PCSO Arlene Ormston was not in attendance this evening so unfortunately there is no update on Neighbourhood Watch. Cllr J Sandall reported on the Smartwater scheme which Arlene had initiated. It is purchased through parish councils with a minimum order of 20 but a few parishes can get together to make one big order. It is a bargain at £8.95 per pack and lasts for 5 years. It was suggested that the parish council purchase some for elderly residents, but this is not possible</p>

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

and the deadline for ordering is very near. Cllr Sandall asked if anyone wanted to buy one but there was no response; therefore he can purchase a few through Ravenstone parish council when they order theirs.

**Item 10.**  
03/10/17

**FINANCE REPORT –  
RECEIPTS:**

RECEIVED FROM	AMOUNT	CHQ/CASH	DETAILS
Milton Keynes Council	£6,593.00	BACS	Precept – 1 <sup>st</sup> instalment
Miscellaneous income	£10.00	Cash	Sale of North Crawley map

**PAYMENTS:**

PAYEE	AMOUNT	CHEQUE	DETAILS
O Rose	£497.60	101940	Supply and lay sleepers to retain gravel in corner of churchyard
Anglian Water Business Ltd	£13.45	DDEBIT	Churchyard water 22.6.17-21.9.17
Sage UK	£7.20	DDEBIT	Payroll software – August 2017
Sage UK	£7.20	DDEBIT	Payroll software – Sept 2017
M Chilton	£205.50	101941	Bin emptying and bin bags to 30.9.17
P Reynolds Nunn	£634.23	101942	Clerk’s salary – July to Sept 2017
S M Bushnell	£293.55	101943	RFO salary – July to Sept 2017
HMRC	£354.60	DDEBIT	PAYE due on above salaries
Mazars LLP	£150.00	101944	External audit fee 2016/17
RTM Landscapes Ltd	£543.98	101945	Grass cutting – September 2017

Note: Payments include VAT where appropriate

**AUDIT OF ACCOUNTS 2016/17**

The Annual Return had been approved and received back from the External Auditors, Mazars. The report stated: “On the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no other matters have come to our attention giving cause for concern that relevant legislative and regulatory requirements have not been met.”

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

	<p>“Other matters not affecting our opinion which we draw to the attention of the smaller authority:  We were required to return the Annual Return to enable the Council to correct the following: Fixed assets at Box 9 were initially incorrect because the entry was not adjusted for acquisitions and disposals during the year. Several items owned by the Council were omitted from the asset register due to an oversight. In future the Council should ensure that the Annual Return is accurate and complete.”</p> <p>The RFO reported that she had followed the procedure of completing the Annual Return in line with Returns that had been submitted before she took up the post. On these earlier Annual Returns, Box 9 had included a zero. It had now transpired that this had been incorrect for several years and the value of the assets which were included in the Council’s Asset Register should have been included in this Box. It was noted that the Internal Auditor had not picked this fact up when auditing these Returns even though he was aware that the Council had an Asset Register and therefore owned assets. It was agreed that the RFO would investigate alternative internal auditors.</p>
<p><b>Item 11.</b> 03/10/17</p>	<p><b>CHURCHYARD MATTERS</b> Nothing to report.</p>
<p><b>Item 12.</b> 03/10/17</p>	<p><b>Consultations with other bodies:</b> Cllr MacLennan had attended an IMC meeting. She reported that the AGM is to be held on Tuesday 31<sup>st</sup> October 2017.</p>
<p><b>Item 13.</b> 03/10/17</p>	<p><b>Residential safety:</b>  <b>Highways:</b> Nothing new to report.  <b>Landscape:</b> All issues had been chased and were in hand.</p>
<p><b>Item 14.</b> 03/10/17</p>	<p><b>Councillor’s Items:</b>  <b>Cllr Small was notified of</b> several trees that need attention in Nixie’s Walk, two plane trees and one self-seeded hawthorn which were blocking out the light to a nearby house. Following a meeting with the resident concerned and our contractor RTM Landscapes, she has obtained some quotes for the work. RTM have raised the crowns of the plane trees in the past, and have offered to once again obtain the necessary permission from MK Council (trees in conservation area). She asked for the other councilors to look at the trees in question as soon as possible so that action can be agreed upon.</p> <p>Cllr Potts had asked via email whether a pavement could be provided from Little Crawley to North Crawley, and, if not, whether the stiles on the footpath through the fields could be changed to gates to gain easier access. She also mentioned that speeding through Little Crawley had not the path improved which had been discussed earlier.</p> <p>Cllr Sandall reported on the footpath from Brook End into North Crawley, stating that where ends and pedestrians have to cross the road a dropped</p>

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

	kerb and a small length of path up to the pavement at the other side is needed, instead of treading over the grass verge which is often wet. Clerk will enquire of highways department what can be done.
<b>Item 15.</b> 03/10/17	<p><b>Questions from the public:</b></p> <p>Several issues were raised which had already been dealt with earlier in the meeting and which have been reported upon above, some are already in hand to be actioned. However, clerk will chase again. A resident asked if it was worth her reporting issues as well as the clerk, the answer being the more requests the more the likelihood of getting jobs done.</p> <p>The drain at the top of Folly Lane and the broken up road surface around it was again mentioned; clerk has been told it is in hand but will chase again</p> <p>.</p> <p>MK Council contractors Ringway have left cones along Cranfield road following some works, clerk will ask for them to be removed.</p> <p>At Brook End, the wooden capping at the ditch with metal strengtheners has worn away and collapsing into the ditch; clerk had reported last month but will again chase.</p> <p><b>All outstanding issues will be chased</b></p>
	<p>The meeting closed at 8.52pm.</p> <p><b><u>The date and time of the next meeting was confirmed as Tuesday 7<sup>th</sup> November 2017 at 7.30pm in the Village Hall.</u></b></p>