

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 3 July 2018 at 7.30 pm

Present: Parish Councillors: L Maclennan (in the chair), L Fryer, G Magee and J Sandall
MK Ward Councillor K McLean
Acting Clerk and RFO S M Bushnell
4 members of the public

01/07/2018 **Apologies for Absence**
Ward Councillors P Geary and D Hoskins
PCSO C1018 Arlene Ormston

02/07/2018 **Declarations of Interests:** None declared at the beginning of the meeting.
However Cllr Sandall declared an interest in Item 15/07/2018 as he lived next door to the property.

03/07/2018 **Approval of Minutes:**
The Minutes of the Parish Council meeting held on 5 June 2018 were agreed and signed as a true record of the meeting.

Matters Arising:

04/07/2018 **Minute 04/06/2018 – MK Play Association:** The Acting Clerk has been on to the Bucks Playing Fields Association website to investigate applying for grants but there was no relevant information on there. She would now send them an email.

05/07/2018 **Minute 09/06/2018 - 16/01099/FUL and 17/01338/DISCO – site at the junction of Chicheley Road and Gog Lane, Little Crawley:** The Clerk reported that she had received a phone call from the landowner about this site and the planning applications connected with it. The applications had been approved but there were conditions attached to them with which the landowner had to comply by September 2019. These included:

Signed: Chair Clerk Date

The construction of the turning circle – this would be completed within the next few weeks

Landscaping – A hedge which MKC had originally asked to be taken out now had to be replaced and this would be done in the autumn. New trees would also be added.

The Nissan hut and another building would be removed over the next few weeks and would be replaced with a new industrial building (40' x 35') for which planning approval had already been granted.

The temporary fencing by the footpath had not impeded the footpath in any way and had been put there for health and safety reasons as people were encroaching on the site. It had however now been removed.

As far as the movement of the vehicles was concerned, this was governed by the Operating Licence which had been granted to Hedge Haulage and was a separate issue to the planning application. It was however understood that the Operating Licence had no conditions attached to it.

There was much discussion over this matter. The point was made that, although the Operating Licence might not have conditions attached to it, the planning approval certainly did as far as dates and times of operation at the site were concerned. It was noted that an Operating Licence could not have precedence over conditions specified in a planning approval. It was agreed that the Acting Clerk would chase this matter up with the Enforcement Officer and would copy Ward Councillor McLean into the email.

06/07/2018 **Minute 10/01/2018 - Ring Croft Farm:** The Acting Clerk reported that she had received a phone call from the owner of Ring Croft Farm who wished to meet with the Parish Council to explain his future plans for the site. An on-site meeting had been arranged for the coming Thursday but this was no longer possible as people were not available. Following discussion, it was agreed that it would be more appropriate for a meeting to take place off-site and preferably at the September meeting. However an earlier meeting could be arranged if necessary. The Acting Clerk agreed to contact the land owner about this.

07/07/2018 **Minute 16/06/2018 - Churchyard matters:** The Clerk had been in touch with Nick Freeman about the fence and had a discussion as to the split of responsibilities for churchyard maintenance between the Parish Council and the church. He agreed that he would raise this matter at the next DCC meeting.

08/07/2018 **Minute 17/06/2018 - Highways:** The Chair reported that training for six people had taken place. Unfortunately, the equipment had broken down during the training session and had been sent back to the manufacturer. Nothing further could be achieved until it had been returned/replaced.

Signed: Chair Clerk Date

09/07/2018 **Minute 18/06/2018 - Landscape:**
Trees: A horse chestnut tree near to 68 Kilpin Green needed investigation to ascertain if it was close enough to the property to require work. Cllr Sandall agreed to investigate this.
Ford at Broadmead: Oli Rose had carried out this work.
Dog Refuse Bin: This had not yet been received.
War Memorial: The post had been replaced.

10/07/2018 **Minute 19/06/2018 - North Crawley United Charities – Appointment of Trustees:** The Acting Clerk had received some material to put on the website to explain further about the work of the Charity. It was also noted that information had been included in the latest edition of Scan.

11/07/2018 **Minute 22/06/2018 - Trees on Kilpin Green:** A quote for £475 had been received from RTM to perform crown reduction on these trees to a height of 4 m on a typical tree. It was agreed that this quote was reasonable particularly as the work, once completed, would last for several years.

12/07/2018 **Minute 22/06/2018 - Little Crawley:** The Acting Clerk had found that in the minutes of the meeting held on 3 October 2017, it was noted that Cllr Potts had asked “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.” It was noted that no decision was minuted at the time. Following discussion, it was agreed that a pavement alongside the road could not be achieved as it would be too expensive. As far as replacing the stiles with gates was concerned, it was decided that this would not be practical as the security of animals would be compromised if gates were left open inadvertently, it would be difficult to use pushchairs over fields and a brook had to be crossed.

13/07/2018 **SCAN Reporter:** As there was no publication in August, a report did not need to be produced.

14/07/2018 **Update from PCSO Arlene Ormston:** There was no report as Arlene Ormston was not present at the meeting. Ward Cllr McLean commented that due to staff leaving, Arlene’s area had become larger and so she might not be able to attend as often as before. The chair reported that some crime prevention advice had been received and it was agreed that this would be put on the website and also on the Facebook page.

Planning:

15/07/2018 **18/01563/FUL Change of use from agricultural use to residential use for part of existing garden at 12 Brook End –** Change of use of land from agricultural to general use plus a two-storey rear extension and a single storey side extension. It was noted that the change of use application had been made previously and had been refused. As the circumstances remained

Signed: Chair Clerk Date

the same, Cllr Fryer agreed to repeat the same comments, i.e. concerns about drainage and water running down the road in wet weather.

16/07/2018 **18/01505/FUL Proposed single storey side, rear and front extensions at Long Acre, Gog Lane** – Although the footprint of the dwelling would be extended considerably, there were no adverse comments to make on this application.

17/07/2018 **18/01282/FUL Proposed single storey side extension at Myrtle Cottage** – There were no objections to the extension itself; however there was concern as to the impact on residents of the actual building process and builders' access. It was agreed to ask for conditions to be put on the planning approval, if granted, to reduce impact on residents.

18/07/2018 **Neighbourhood Plan:** It was reported that five comments on the Plan had been received so far via the Clerk. The consultation period would end on 19 July 2018.

19/07/2018 **Ward Councillor's Report:** Ward Cllr McLean reported that the housing infrastructure bid would be considered at the next Cabinet meeting and that he would keep the Parish Council informed of progress. He also reported that work was needed to Swan Bridge in Chicheley and that it had been proposed to close the road for 24 hours. This closure had been stopped as it would not be viable and the matter was going for further consultation with the work probably happening the following year.

The Chair asked what could be done to reduce the traffic through the village caused by development at Cranfield. 23 Smiths' lorries had been counted through the village in an hour on one occasion and this was unacceptable and was causing damage to the road. Ward Cllr McLean said that unfortunately nothing could be done at this stage as the planning approval had been given and also because there was no traffic management plan in place which could be enforced. It was agreed that:

- The Parish Council must respond to any future Cranfield planning applications if given the opportunity to do so;
- The Acting Clerk should write to the MKC Conservation Officer to make him aware of the situation and of possible damage to properties;
- The Acting Clerk to write to Smiths to ascertain if their lorries could take a different route;
- Cllr Sandall agreed to investigate whether it would be possible to have a 7.5 tonne limit in North Crawley.
- Cllr Maclennan agreed to contact Mark Lancaster to make him aware of the situation.

20/07/2018 **Finance Matters:**

Signed: Chair Clerk Date

RECEIPTS:

RECEIVED FROM	AMOUNT	CHQ/CASH	DETAILS
North Crawley Cricket Club	£90.70	Cheque	Reimbursement of insurance premium for cricket nets
Western Power Distribution	£14.52	Cheque	Annual wayleave payment for 2 x poles and stays

PAYMENTS:

PAYEE	AMOUNT	CHEQUE	DETAILS
Sage UK Ltd	£7.20	DDebit	Payroll software – July 2018
Information Commissioner's Office	£40.00	101977	Annual data protection fee
O and M Rose	£182.00	101978	Topping and strimming at Ford and replacement of post by war memorial
Wave	£13.44	DDebit	Churchyard water 16.3.18 - 15.6.18
M Chilton	£218.00	101979	Bin emptying and bin bags 1.4.18 – 30.6.18
S M Bushnell	£37.11	101980	Reimbursement for stationery
Auditing Solutions Ltd	£240.00	101981	Internal audit fee 2017/18
S M Bushnell	£537.79	101982	Clerk/RFO Salary 1.4.18 – 30.6.18
HMRC	£358.40	DDebit	PAYE due on above salary
RTM Landscapes Ltd	£511.82	101983	Grass cutting

Note: Payments include VAT where appropriate

21/07/2018 **Internal Audit:** The Internal Audit Report from Auditing Solutions Ltd, which had been previously circulated, was received. It was noted that no problems had been encountered during the audit.

22/07/2018 **GDPR (General Data Protection Regulation):** The Acting Clerk reported that the Privacy Notice was now on the Parish Council website. She also reported that The Data Protection Regulations, which came into force on the same day as GDPR (25 May), required Parish Councils as data controllers to pay a data protection fee to the ICO. This was on a scale dependent on the number of employees and the amount for North Crawley Parish Council (up to 10 employees) was £40.

23/07/2018 **Churchyard matters:** There was nothing to report.

Councillors' Items:

24/07/2018 **Planning:** Cllr Maclennan agreed to find out more about the development at East End Farm, Cranfield.

25/07/2018 **Landscape:** It was reported that complaints had been received from residents about the grass cutting around the village, including the churchyard. As a result of these complaints, Cllr Maclennan had met with Wayne Samuels from RTM. He had explained that the problems had been caused by a new team who had used the incorrect mower, coupled with an unusually high level of growth. He had arranged for an extra cut around the village at no cost to the Parish Council and also strimming around the grave stones. Peter's Path had also been cut and there was now no confusion as to

Signed: Chair Clerk Date

its location. Since the meeting, there had therefore been good progress in addressing this issue.

In the churchyard there was overgrowth at the bottom of trees which needed to be trimmed and some graves and the perimeter of the area had also become very overgrown. RTM suggested that they could undertake this work on an annual basis at a cost of £300.

26/07/2018 **War Memorial:** It was reported Historic England was currently considering the war memorial for addition to the List of Buildings of Special Architectural or Historic Interest ('The List'), as part of their response to the centenary of the First World War. A decision on this would be received in due course. Members of the North Crawley Historical Society were also involved and information was being sought as to the original installation of the war memorial but references could only be found in Parish Council minutes after the Second World War. The Acting Clerk was looking further into this matter.

27/07/2018 **Rural paths:** Cllr Fryer asked whether she could have contact list of the local landowners for the purposes of contacting them about broken styles, etc. It was suggested that Fred Flower would be able to help with this and there was also a plan of the paths available which would be given to Cllr Fryer.

28/07/2018 **Landscaping:** Cllr Sandall reported that he understood that MKC wanted to devolve all landscaping to Parish Councils and that decisions as to whether to do so had to be made by October 2018. He agreed to find out more about this so that it could be discussed at the meeting in September. The Acting Clerk had also received an email from MKC offering parish and town councils the opportunity to purchase "top up services" in grass cutting, litter picking, weed control, etc.

29/07/2018 **Phone Box:** The Acting Clerk reported that she had received an email from a resident about the redundant public phone box and the fact that it was very dilapidated and not an asset to the village. She had looked and discovered that there was a very old, faint notice in there dated possibly in 2016 which indicated there was a public consultation period after which BT would remove the phone box. It was agreed that the Clerk should investigate this with BT with a view to the removal of the phone box. The comment was also made that it was a shame that the original iconic red phone box had been removed many years ago, probably without consultation.

Consultation with other bodies:

30/07/2018 **MK Parishes' Forum:** Cllr Sandall had attended the recent meeting where it had been reported that the current system of giving grants for landscaping, etc. was being changed to a Community Infrastructure Fund where councils could only apply for grants of £10,000 rather than

Signed: Chair Clerk Date

the current more flexible system. This was now going out for consultation and it was thought that the suggestion would be that councils could apply for more than one project up to an overall maximum of £10,000. The future meetings of the MK Forum would be on 13.9.18, 13.12.18 and 14.3.19.

31/07/2018 **Olney Ward Forum:** The Chair had attended a meeting of this Forum that she had found to be very interesting and a good opportunity to meet representatives from other parish councils. The future meetings of the Olney Forum would be on 26.9.18 (Planning Enforcement to be discussed), 5.12.18 and 13.3.19 (this meeting would be held in North Crawley).

32/07/2018 **Questions from Residents**
Garden at the Chequers: The question was asked as to whether the Parish Council had received any information on the sale of this garden. It was confirmed that no information was available and it was not something about which the Parish Council would expect to be informed.

Maslin site in Orchard Way: A resident said that she hoped that any future development on this site would be able to have a name which was related to Bill Maslin, e.g. Maslin Way.

Parish Council Vacancies: It was reported that there were three vacancies for councillors. A notice had just been produced which was to be put up around the village.

33/07/2018 **Date and Time of Next Meeting**

Tuesday 4 September 2018 at 7.30 pm in the Village Hall.

Signed: Chair Clerk Date