

NORTH CRAWLEY PARISH COUNCIL



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 4 June 2019 at 7.30 pm

Present:	Parish Councillors: L Maclellan (in the Chair), D Harpur, G Ridgeley, J Sandall and K Shaw Clerk and RFO S M Bushnell Ward Councillor P Geary 3 members of the public	
01/06/2019	Apologies for Absence Councillor R Hatton, Ward Councillors K Maclean and D Hosking and PCSO C1018 Arlene Ormston	
02/06/2019	Declarations of Interests: None	
03/06/2019	Minute 5/5/2019 Result of Election: The Clerk reported that the Casual Vacancy notice had been posted on the notice board and on the Parish Council website. If ten electors did not request an election to be held, then it would be possible to co-opt to fill the current vacancy. The deadline for this was the following week.	Clerk
04/06/2019	Approval of Minutes: The minutes of the Parish Council meeting held on 7 May 2019 were agreed and signed as a true record.	
05/06/2019	Minute 09/05/2019 - Control of Dogs: Nothing further was reported on this (post meeting note: posters have been received from the school and will be looked at in the July meeting).	Clerk
06/06/2019	Minute 12/05/2019 - Bend by Ring Croft Farm: There was nothing to report on this matter.	RH
07/06/2019	Minute 13/05/2019 - Street Lighting: It was reported that the lights in Folly Lane had been replaced the previous day.	RH
08/06/2019	Minute 14/05/2019 - School banner: Nothing further was reported on this matter.	Clerk
09/06/2019	Minute 15/05/2019 Dog Bin: The Clerk reported that the bin had been delivered and would shortly be installed.	
10/06/2019	Minute 16/05/2019 – Highways Weight/Speed limit: Cllr Sandall reported that Highways had confirmed that the level of speeding in the village was sufficient to warrant some action; however there was no funding available. They would however be putting together some	

Signed: Chair Clerk Date

	proposals for consideration if the Parish Council was able to source some funding.	
11/06/2019	Minute 17/05/2019 – Gate at the Ford: Two quotes had now been received to replace the two rotten posts and rehang the gate. The quotes were for £280 and £290. It was decided to accept the lower quote.	
12/06/2019	Minute 18/05/2019 - Path from High Street to Kilpin Green: The Clerk had checked on the MKC mapping software and had seen that this footpath was listed as a Village Footpath. She had then contacted the Rights of Way Officer at MKC who confirmed this and also the fact that it was on MKC's maintenance schedule. The Clerk had requested that the path was cleared as soon as possible and would monitor the situation.	Clerk
13/06/2019	Minute 21/05/2019 – Rural Paths: The Clerk confirmed that she would be contacting the Secretary of the United Charities to ascertain more details about their attempt to register the land with the Land Registry. The Clerk had written to the owners of 47 High Street about the leaning fence.	Clerk
14/06/2019	Minute 33/05/2019 - Questions and comments from residents: A discussion took place about the traffic along Folly Lane. Cllr Sandall agreed to contact the resident to find out what she would like to see as a possible solution to this problem. It was noted that if signs were put up about the narrowness of the lane, motorists would probably ignore these in any case particularly if they were following Satnav.	JS
15/06/2019	Update from PCSO Arlene Ormston: As she was not present at the meeting, there was no report.	
16/06/2019	Planning – new applications: <ul style="list-style-type: none"> • 19/01286/TCA: Notification of intention to fell apple tree and dogwood tree at 4 Chequers Lane: It was confirmed that there were no objections to this application. It was also understood that the owner intended to plant trees to replace those removed. • 19/01273/LBC Listed Building Consent for the insertion of one dormer window on the southern elevation of Quakers House, East End: There were no objections to this application. • 19/00887/FUL: Proposed development of a sand and carpet fibre arena to ride horses in the winter months on a field currently used for grazing horses at Home Close, Cranfield Road: It was understood that this application had since been withdrawn by MKC pending more information. Discussion took place however and it was noted that if this was for private use and without the addition of lighting or further infrastructure, there would be no objections. However, other factors might need to be taken into account if this was in fact for business use. 	
17/06/2019	Neighbourhood Plan update: (Cllr Shaw declared an Interest at this	

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	<p>point). Cllr Sandall reported that a meeting of the Neighbourhood Plan Steering Group had taken place the previous evening in order to discuss clarification queries raised by the Independent Examiner. All five queries had been addressed and clarified. It was also confirmed that the responses had been accepted that had been received marginally outside the original consultation window. However the petition, which had been submitted several weeks after the period, had been acknowledged but not accepted. The comment would also be made in the Response that the petition was organised “in person” rather than via pre-circulated material and it was therefore unknown how the petition matters were verbally explained to signatories and how consistency was therefore controlled in this respect. The Parish Council’s planning consultant would be preparing the Response to the Examiner which would then be passed on to Milton Keynes Council by the Clerk. Cllr Sandall thought that the decision as to whether the Plan was sound would be received next month.</p>	
18/06/2019	<p>Ward Councillor’s Report: Cllr Geary reported that progress on the HIF Bid had been delayed due to the elections and purdah but the result should be known within the next few weeks. MKC was however pushing on with formulating planning policy even though funding for the development had not yet been confirmed. He felt that this was premature. The total value of the bid was £95m and he felt that the Government would not approve it.</p> <p>Cllrs Hoskin and Maclean had been very involved with the issue of the traffic problems caused by the roadworks on A422. It was difficult to rectify these problems when the duration of the works was so short; however lessons must be learnt from this to prevent similar problems occurring when the roadworks returned later in the summer. It was agreed that the Clerk would contact some of the residents in Gog Lane to get their views on the best solution, e.g. a complete road closure apart from access and what difficulties that might cause for residents. If appropriate, a request could then be made for a road closure order prior to the future planned roadworks.</p> <p>Cllr Harpur asked about the height of the new fence installed by residents on the High Street. He had received contradictory emails from Tracy Darke about this situation and it appeared that the fact that the fence was 43% higher than it should be was not an issue which MKC planning was willing to pursue. Cllr Geary explained that there was a de minimus level which the planners used which could often mean that 10% either way was fine. It was not thought that anyone from planning had been out to actually inspect the fence. Cllr Geary asked for the email trail which had been received to be passed on to Olney Ward for their information.</p> <p>The Chair asked about the possible relocation of the Marshall Aerospace and Defence Group business to Cranfield. Cllr Geary</p>	DH

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	confirmed that, if submitted, this would be a major planning application. MKC would therefore be consulted and would respond to it accordingly.																																																	
19/06/2019	<p>Approval of the Annual Governance and Accountability Return:</p> <p>The Clerk reported that the books for 2018/19 had been submitted to the internal auditor for review and that these had been returned with no problems identified. The Return was therefore signed by the Chair and would now be sent to the External Auditor for further review.</p> <p>The Internal Auditor's report had been previously circulated to all councillors. It was noted that two recommendations had been made, as follows:</p> <ul style="list-style-type: none"> • That, going forward, the accounts should be prepared fully on a receipts and payments basis removing debtors/creditors and accruals rather than on an income and expenditure basis. • That if the gross income and expenditure in the current financial year was less than £25,000, the Council should consider whether to apply for an exemption from external audit review. 																																																	
20/06/2019	<p>Finance Matters:</p> <p>RECEIPTS:</p> <table border="1"> <thead> <tr> <th>RECEIVED FROM</th> <th>AMOUNT</th> <th>CHQ/CASH</th> <th>DETAILS</th> </tr> </thead> <tbody> <tr> <td>H W Mason and Sons</td> <td>£165.00</td> <td>Cheque</td> <td>Memorial fee – Fred Savage</td> </tr> </tbody> </table> <p>PAYMENTS:</p> <table border="1"> <thead> <tr> <th>PAYEE</th> <th>AMOUNT</th> <th>CHEQUE</th> <th>DETAILS</th> </tr> </thead> <tbody> <tr> <td>Sage UK Ltd</td> <td>£7.20</td> <td>DDebit</td> <td>Payroll software – June 2019</td> </tr> <tr> <td>ICO</td> <td>£35.00</td> <td>DDebit</td> <td>Renewal of annual data protection fee *</td> </tr> <tr> <td>Bucks and MK Association of Local Councils</td> <td>£32.50</td> <td>102034</td> <td>6 copies of "The Good Councillor's Guide</td> </tr> <tr> <td>RTM Landscapes</td> <td>£511.82</td> <td>102035</td> <td>Grass cutting – May 2019</td> </tr> <tr> <td>Came and Company</td> <td>£687.30</td> <td>102036</td> <td>Insurance to 31.5.20</td> </tr> <tr> <td>Auditing Solutions Ltd</td> <td>£252.00</td> <td>102037</td> <td>Internal audit service 2018-19</td> </tr> <tr> <td>Glasdon UK Ltd</td> <td>£103.82</td> <td>102038</td> <td>1 Fido red dog bin</td> </tr> <tr> <td>S M Bushnell</td> <td>£14.97</td> <td>102039</td> <td>Reimbursement for stationery</td> </tr> <tr> <td>M J Barrow</td> <td>£55.00</td> <td>102040</td> <td>Refund due for Re-assignment of Burial Plot 3/179 back to the Parish Council</td> </tr> </tbody> </table> <p>Notes: Payments include VAT where appropriate; * Direct Debit form signed by two bank signatories to set up annual payment to ICO, thereby attracting a £5 annual discount</p>	RECEIVED FROM	AMOUNT	CHQ/CASH	DETAILS	H W Mason and Sons	£165.00	Cheque	Memorial fee – Fred Savage	PAYEE	AMOUNT	CHEQUE	DETAILS	Sage UK Ltd	£7.20	DDebit	Payroll software – June 2019	ICO	£35.00	DDebit	Renewal of annual data protection fee *	Bucks and MK Association of Local Councils	£32.50	102034	6 copies of "The Good Councillor's Guide	RTM Landscapes	£511.82	102035	Grass cutting – May 2019	Came and Company	£687.30	102036	Insurance to 31.5.20	Auditing Solutions Ltd	£252.00	102037	Internal audit service 2018-19	Glasdon UK Ltd	£103.82	102038	1 Fido red dog bin	S M Bushnell	£14.97	102039	Reimbursement for stationery	M J Barrow	£55.00	102040	Refund due for Re-assignment of Burial Plot 3/179 back to the Parish Council	
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21/06/2019	<p>Churchyard Matters:</p> <p>An Assignment of Exclusive Right of Burial form had been completed by M J Barrow to transfer plot 3/179 back to the Parish Council as it was no longer needed. Refund of the original Exclusive Right of Burial fee of £105 was made less the current Transfer Fee of £50 resulting in a net payment of £55.</p>																																																	

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	<p>The late Frederick Savage – memorial fee received and application to erect a monument on Grave 1/186 approved.</p> <p>Following a site meeting held in the Churchyard, the Clerk reported that she had asked RTM for an itemised quotation for the work which had been identified as needing to be carried out. She had also been doing research into the inspection of monuments from a safety perspective and would report back further on this in due course.</p>	Clerk
22/06/2019	<p>Councillors' Items:</p> <p>Planning: Cllr Ridgely confirmed that he wished to pursue concerns which still existed about the MKC planning department. He agreed to draft an email which he would send round to the Clerk and the other Councillors for approval/amendment.</p> <p>Landscape: The Chair asked the Clerk to ask RTM when Peter's Path was due to be cut. She also thanked Cllr Harpur for his recent work at the Ford.</p> <p>Recreation: It was agreed that the Parish Council's representative on the IMC would be Cllr Shaw.</p> <p>Cllr Ridgely reported that the recent play session that had been organised had been very successful. More sessions were planned for later in the year.</p> <p>The Chair referred to the North Crawley Community Champion Reward that had been introduced the previous year by G Magee. It was agreed that this would be run again this year and that Cllr Sandall would email round a draft to other councillors for approval before putting this in Scan and on Facebook.</p> <p>Rural Paths: The Chair asked the Clerk to check on whether MKC had provided the kissing gate to be installed on Chicheley Road.</p>	GR Clerk JS Clerk
	<p>Correspondence Received:</p> <ul style="list-style-type: none"> • The Clerk reported that she had received an email from Charity Scope requesting a site for a textile bank. It was agreed that this would not be appropriate and that the request would be refused. • The Clerk has received an email from MK Pride about the second LGBT Pride event taking place in Milton Keynes on 10 August. They were requesting a donation towards the event and inviting the parish council to become involved. It was agreed to reply to the effect that the Parish Council unfortunately did not have a budget for giving grants to organisations but that they hoped the event would be successful. • The Clerk had received an email from a resident requesting disabled parking spaces to be provided as follows: <ul style="list-style-type: none"> • Outside the village hall – as this was on the public highway, any application for this would need to be to Milton Keynes Council. The point was also made that, as North Crawley did not currently have any road markings, having disabled 	

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	<p>parking markings would be a departure from this and would introduce an urban feel to the High Street.</p> <ul style="list-style-type: none"> • By the entrance to the Institute – in principle, this would be supported by the Parish Council as being a good idea but the IMC would be responsible for making a decision on this. It was agreed that Cllr Shaw would raise this at the next IMC meeting. • On the Wasteground near the church: It was noted that as the Wasteground was in fact registered as a village green, it could not be used as a designated parking area. The parking which took place on the Wasteground at the present time was on an informal basis only with the permission of the Parish Council as the owner of the land. To provide formal parking spaces would be against the Commons Act 1876 and the Road Traffic Act 1988 and so it was unfortunately therefore not possible to provide a formal disabled parking space. <p>The Clerk would respond to the resident accordingly.</p>	<p>KS</p> <p>Clerk</p>
23/06/2019	Date and time of next meeting: Tuesday 2 July 2019 at 7.30 pm in the Village Hall.	

Signed: Chair Clerk Date