

# 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 6 February 2018 at 7.30 pm

**Present:** Parish Councillors: J Small (in the Chair), G Magee and J Sandall  
MK Ward Councillors K Mclean, D Hosking and P Geary  
Acting Clerk and RFO S M Bushnell  
PCSO C1018 Arlene Ormston and PCSO C9551 Kirtsy Martinson  
2 members of the public

01/02/2018 **Apologies for Absence**  
Cllr L Maclennan and Cllr L Fryer. These apologies were accepted.

02/02/2018 **Declarations of Interests:** None

03/02/2018 **Approval of Minutes:**  
The Minutes of the Parish Council meeting held on 8 January 2018 were agreed and signed as a true record of the meeting.

04/02/2018 **Matters Arising**  
**Minute 06/01/2018 - Planning:** Cllr Maclennan had sent in an email about the meeting she had attended earlier that day with the planning officers in Milton Keynes. It was a very useful and constructive overview of the planning system. They had offered to either send through a copy of a training presentation for parish councils or alternatively to come out to a parish council meeting to carry out some specific training. It was thought that the latter suggestion would be the way forward. Ward Cllr McLean suggested that this training could perhaps be provided for a number of nearby parish councils as a joint venture.

**Minute 07/01/2018 – Ring Croft Farm:** There was no update on this matter.

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**Minute 10/01/2018 - Highways and Landscape:**

There was no update on these matters although the Acting Clerk and the Chair had visited Mrs Reynolds Nunn to pick up the correspondence so that the matters could be followed up.

**Minute 12/01/2018 – Position of Clerk to the Council:** Mrs Bushnell reported that unfortunately the person who had indicated that she would be willing to help out with this role on a temporary basis was now no longer able to do so due to a change in circumstances. It was therefore agreed that Mrs Bushnell would continue to be the Acting Clerk for the next few months with the councillors helping out with some matters as and when necessary.

**Minute 13/01/2018 – Lorries through village:** Cllr Fryer had sent in an email about the construction traffic from Cranfield. She had spent some time identifying the possible sites that were causing this traffic and had then contacted Bedfordshire Council about them. She had received a response to say that the person Mrs Reynolds Nunn had originally contacted no longer worked at the Council and that the matter had been forwarded to someone else. Despite chasing this new contact, no response had yet been received.

05/02/2018 **SCAN Reporter:**

Cllr J Sandall agreed to do the report for this month.

06/02/2018 **Update from PCSO Arlene Ormston:** Arlene Ormston reported that she was going to deliver letters to elderly residents warning them to be vigilant. She would also like to see a Neighbourhood Watch scheme in North Crawley. She understood that one of the residents was quite keen to become involved. A co-ordinator would be needed for each road who would be police vetted. There must be a minimum of three residents in each street signed up for neighbourhood watch in order for the street to be in the scheme. She reported that it was planned to put a community speed device in Folly Lane. This device would take the registration number of cars and drivers would receive a letter if they exceeded the speed limit and would be fined after three letters. The statistics for crime in the village between 1.6.17 and 6.2.18 were as follows:

1 burglary in a dwelling – November 2017

2 attempted burglaries in dwellings – October 2017 and January 2018

Other theft – November 2017 and December 2017

Criminal damage to vehicle – August 2017

Ward Cllr Mclean mentioned Operation Drover. This had happened a few weeks previously where local farmers were provided with police radios so that they could report incidents, e.g. hare coursing. This had been very successful and it was planned to hold these every three to four months. It was agreed that doorbell cameras were very useful and effective. Cllr Sandall had brought one of these to the meeting for people to see and also reported that there was a discount available that would save £30 on the

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price. These could be either stand-alone or wired and could be linked to a mobile phone. The manufacturer would replace the doorbell camera free of charge if it was stolen.

07/02/2018

**Planning:**

**Cranfield Air Park:** Ward Cllr Geary reported that Milton Keynes Council would normally be expected to make a professional comment on applications such as these but he had no information as to whether or not this had been done. There was concern about this application for the following reasons: The traffic through the village would increase to the extent that it would be much worse than it currently was; the North Crawley Neighbourhood Plan questionnaire responses had shown that there was great concern within the village about the volume and speed of traffic at the moment even without this development; the planned entrance to the development was between Cranfield, Astwood and North Crawley and drivers would therefore naturally tend to drive through these villages to gain access to the development. Ward Councillor Geary agreed that these were all good reasons to try to stop this development. However, there was also a need for job opportunities, etc. to be created. He therefore suggested that, when writing about this application, it might be prudent to say, should the application be approved, that these adverse effects could be mitigated by traffic being guided towards the motorway rather than through the villages and that there was a link with the proposed East/West corridor.

**CB17/02719 Wharley End Development:** This application for 300 houses was to become the subject of a public inquiry.

**17/03055/FUL 47 High Street – proposed 3 storey side and front extension:** Cllr Small reported that she had seen on the website that a letter of objection had been written by a landscape architect who was concerned about the new driveway and the effect this would have on the trees on the property.

**18/00072/FUL 47 High Street - New build garage and annex:** Cllr Small reported that this was on the MKC planning portal with the status of awaiting a decision.

**Trees in Nixies Walk adjacent to the Brandon’s property:** Cllr Small reported that that she had seen on the MKC planning portal that an application had been made by Mr and Mrs Brandon for work to be carried out on some trees in their front garden. It was noted that the Parish Council would make a decision regarding the plane trees once a Conservation Officer from MKC had made a site visit and commented on them.

08/02/2018

**Ward Councillor’s Report:**

**Budget:** It was reported that the budget was being discussed that evening. A 5.99% increase was being proposed which was 1% higher than that recommended in December. There were some relatively significant savings being recommended, one of which was the removal of the 28 day window for dealing with potholes and road resurfacing reductions. Grit bins were still in the budget at the moment. The budget would be considered at a meeting on

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21 February when it would be adopted. There would however definitely be some amendments made to it beforehand.

**Ward Forum:** This would be held on 21 March at Weston Underwood. All were welcome to attend.

**Highways:** It was reported that the Head of Highways had left the council. The Ward Cllrs would be having discussions with his replacement in order to move issues forward. The matter of the drains being covered with tarmac would also be raised. It was commented that normally where work was unsatisfactory, the contractor would rectify the work free of charge. It was hoped that Ringway had done this and that a second payment had not been made to them. This was something that could be investigated by the Council's Audit Committee.

09/02/2018 **Neighbourhood Plan:** Cllr Magee reported that a good meeting had been held the previous evening. Housing needs and character assessments had been carried out. Credit was due to the members of the Steering Committee for the time taken to achieve this and for getting to the stage of being close to producing a proposed plan. A consultant had been appointed who was proving to be very competent. A public event in the Institute was planned for Saturday 3 March when residents would be able to see the proposed plan. The next step would be a referendum approximately two months later when residents would be able to vote on whether to accept or reject the plan.

10/02/2018 **Finance Matters:**

**Receipts:**

H W Mason and Sons	£140.00	Cheque	Additional inscription fee – Ann Whitmore
Milton Keynes Council	£100.00	DCREDIT	Get Sorted – bonus payment re recycling initiative

**Payments:**

Sage UK	£7.20	DDEBIT	Payroll software – February 2018
Smith Jenkins Ltd	£8,400.00	101956	Planning consultancy fee for North Crawley Neighbourhood Plan
Ringway Infrastructure Services	£3,300.00	101957	Provision and installation of 7 x bollards in High Street
Datacenta Hosting	£150.00	101958	Renewal of northcrawley-pc.gov.uk domain name to 16.2.2020
Datacenta Hosting	£60.00	101958	Renewal of email accounts to 21.2.2019
Hereford Map Centre Limited	£220.00	101959	OS A1 map for North Crawley Neighbourhood Plan

**Payment to Smith Jenkins Limited:** There was a discussion as to whether the whole of the amount should be paid at this time or whether an amount should be held back until the consultancy work had been completed. It was thought that the conditions of the grant might stipulate that all payments had to be made before 31 March 2018. It was agreed that this would be clarified before the payment was made.

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**Appointment of Internal Auditor:** The Acting Clerk had received quotations from two internal auditors – IAC Auditors and Auditing Solutions. On the basis of the information received from both companies and also the fact that Auditing Solutions came with the recommendation of six of the councils in MK, it was agreed to appoint Auditing Solutions as the Council’s Internal Auditor for 2017/18. The quotation had estimated that this would cost no more than £200 in the first year.

11/02/2018 **Churchyard matters:**

The late Ann Whitmore – Additional inscription fee received to be placed on the memorial of Les Whitmore (1997). This was for an Inscription only as no interment was to take place.

12/02/2018 **Residential Safety:**

**Highways:**

There were a number of outstanding matters to be resolved. It was agreed that these should be left until the new Head of Highways had been appointed. It was also agreed that a spreadsheet would be set up listing all the items that had been raised with MKC along with the progress made. This would provide an overview of the situation and should ensure that these matters were dealt with more efficiently.

**Landscape:**

Cllr Small reported that she had inspected the fence at the recreation ground and agreed that it definitely needed to be replaced. It was understood that Cllr Maclennan was in the process of obtaining quotations for this work.

13/02/2018 **Consultation with other bodies**

The Acting Clerk had attended the SLCC Regional Conference on 31 January which she had found very interesting and informative. The SLCC would be sending to all members model policies and templates on GDPR (General Data Protection Regulation) which would come into force in May 2018. A special meeting would be needed to consider this matter and how the regulations would apply to the Parish Council.

14/02/2018 **Questions/Comments from Residents**

A resident commented on the ditch which was being filled in with spoil from the construction work at 47 High Street. He was concerned that this might cause a flood and he had alerted MKC about this.

15/02/2018 **Date and Time of Next Meeting**

Tuesday 6 March 2018 at 7.30 pm in the Village Hall

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