

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 7 May 2019 at 7.30 pm

Present:	Parish Councillors: L Maclennan (in the Chair), D Harpur, R Hatton, G Ridgeley, J Sandall and K Shaw Clerk and RFO S M Bushnell Ward Councillor K Mclean 8 members of the public	Clerk
01/05/2019	Election of Chair: Cllr Maclennan was elected as Chair. Proposed by Cllr Sandall and seconded by Cllr Ridgeley	
02/05/2019	Election of Vice Chair: Cllr Sandall was elected as Vice Chair. Proposed by Cllr Maclennan and seconded by Cllr Harpur.	
03/05/2019	Apologies for Absence Ward Councillors D Hosking and P Geary; PCSO C1018 Arlene Ormston	
04/05/2019	Declarations of Interests: None	
05/05/2019	Result of Election: It was reported that D Harpur, R Hatton, L Maclennan, G Magee, G Ridgley, J Sandall and K Shaw had been elected unopposed as parish councillors for a 4 year term ending in May 2023. However, G Magee had since reluctantly decided that he was not able to take up this term of office. A casual vacancy for a councillor now existed which would be advertised in due course. J Stellitano had not put himself forward for re-election due to the difficulties of travelling to meetings from Southampton where he was a student.	Clerk
06/05/2019	Approval of Minutes: The minutes of the Parish Council meeting held on 2 April 2019 were agreed and signed as a true record.	
07/05/2019	Planning Matters: Due to concern amongst councillors about certain planning matters, Tracy Darke (MKC Director of Growth, Economy and Culture) had agreed to attend the meeting to address some of these issues. Cllr Ridgely summarized the issues and the responses were as follows: <ul style="list-style-type: none"> • Communications: TD advised that any objections or comments should always be sent to the Case Officer. As far as the 	

Signed: Chair Clerk Date

	<p>application about the trees at 31 High Street was concerned, she admitted that there had been some errors on the part of MKC but also noted that the Parish Council comments had not been sent directly to the Case Officer. She was intending to introduce a Budding system where parish councils would have a link person at MKC to whom any queries, including those on planning, could be sent. She was hoping that this would be introduced over the next few weeks. Paul Keen was leading on this.</p> <ul style="list-style-type: none"> • She understood the Parish Council’s desire to protect and conserve but explained that, even in a conservation area, things did move with the times and that is was not just about conserving and preserving. Every few years, conservation areas were appraised by MKC and the result of this might relate to particular buildings or trees. This should be referred to when planning applications were received for work in the conservation area. TD was told that an appraisal of North Crawley’s conservation area had taken place the previous year but that no information had been received from MKC about it. TD agreed to investigate the progress of the appraisal. She would also look into the provision of training in planning matters for all parish councils. • She understood the frustration of not receiving responses to emails. The planning department did however receive hundreds of them and it was not practically possible to answer them all. If there was a particularly urgent matter which was not being addressed, she would try to expedite matters if she was informed. • As far as the trees at 31 High Street were concerned, there were many factors which were taken into account which could lead to approval to remove or cut back a tree. One of these was road safety and MKC would always put high emphasis on comments made by the Highways department. As far as these particular trees were concerned, it is likely that the outcome would have been the same whether the comments of the Parish Council had been taken into account or not. Measures had now been put in place to try to ensure that a similar situation did not occur in the future. There were no specific regulations which governed work to trees. MKC had to be careful where there was a TPO on a tree. Every effort would be made to preserve the tree however, if the tree was causing a problem like subsidence, MKC could have legal action taken against it if it failed to deal with the tree appropriately. • Fences – There was no specific definition of what “adjacent to the highway “actually meant and case law was normally used to determine this. The footpath and the verge were both taken into account when calculating it. There were no special rules for 	
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Signed: Chair Clerk Date

	<p>fences in conservation areas.</p> <ul style="list-style-type: none"> • Signs: the rules which existed about signage were considered to be confusing. If there were concerns about a particular sign, then a photo of it should be sent to the Enforcement Officer who would investigate it. • Planning information on Planning Portal: TD explained that applications, etc. should be added to the portal within 24 hours. If people were aware that something was missing, they should contact Debbie Hardy at MKC about this. If an application was not listed due to human error, the application was not voided. However, the period of time for consultation was likely to be extended to compensate. She would send round the link for automatic updates on planning applications. • Ponds: These were protected if they contained protected species, irrespective of the size of the pond. Therefore MKC should be informed if anyone was aware that such a situation existed. MKC was in the process of modifying its planning forms to include more information such as asking whether protected species existed in a pond. • Replanting of trees: The question was asked as to whether there was a fund for the planting of replacement trees. This was not known, however TD understood that the residents of 31 High Street intended to replace the trees that had been removed. • Cllr Maclennan explained that North Crawley was in a difficult location in that it was so near to the Bucks/Beds border that it was impacted by development in Cranfield and at Cranfield University. TD explained that planning authorities did not have to inform neighbouring authorities unless an application was actually on the border. It was suggested that the Parish Council should notify MKC of any applications of which it became aware and these could be investigated. Cllr Maclean suggested that senior officers at MKC and Mid Beds could perhaps liaise on a regular basis to discuss relevant applications. • A resident asked about a new property in Chicheley Road which did not appear to have been built in accordance with the planning approval which had been granted. The Enforcement Officer had been notified. TD explained that in cases such as these, a retrospective planning application would usually be sought from the developer and this would then be considered through the same procedure as if it was an original application. This could have the outcome of being approved or of modifications having to be made to the property. Where building was carried out which was not in line with planning approval, the developer did this at his/her own risk. TD emphasised that it was not an offence to build without planning permission, whether in a conservation area or not, unless it was work to a listed building. 	
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Signed: Chair Clerk Date

	<ul style="list-style-type: none"> In answer to a question by Cllr Shaw, she confirmed that those who looked at the progress of building while it was taking place were Building Control Officers. They would only be looking at conforming with Building Regulations and not whether planning approval was being followed. 	
08/05/2019	Minute 07/04/2019 - Ring Croft Farm: Ward Councillor Mclean reported that the planning enforcement would come into force the next day. The owners had already lodged an appeal. It could take up to a year for the appeal to be resolved during which time activities at the site would be able to continue.	
09/05/2019	Minute 08/04/2019 - Control of Dogs: It was understood that work on the posters had already been started by pupils at the school.	
10/05/2019	Minute 09/04/2019 - Highways: It was reported that the work to rectify the humps on the North Crawley Road had now been completed satisfactorily. However it was noted that one of the temporary road signs plus those at another site had not yet been removed. Cllr Sandall agreed to contact Highways about this.	JS
11/05/2019	Minute 10/04/2019 - Rural Paths: The matter had now been resolved.	
12/05/2019	Minute 11/04/2019 - Bend by Ring Croft Farm: Cllr Hatton was continuing to monitor the progress on this matter and had recently sent a Google map to MKC as requested.	RH
13/05/2019	Minute 12/04/2019 - Street Lighting: The street lighting had still not been rectified. Cllr Hatton would contact Phil Sears. Ward Cllr Maclean also asked to be copied in as he would then take it up with the Head of Highways.	RH
14/05/2019	Minute 13/04/2019 - School banner: The Clerk reported that she had received an email from Phil Jeffs at MKC who had indicated that a permanent sign at the entrance to the village would cost £5,000-£7,000 and that the “welcomes careful drivers” message would have to be replaced by the new wording. It was agreed that this was an excessive sum and it was agreed to explore other possible solutions.	
15/05/2019	Minute 15/04/2019 Dog Bin: The Clerk would order the extra bin for the recreation ground shortly.	Clerk
16/05/2019	Minute 17/04/2019 – Highways Weight/Speed limit: There was nothing further to report on this at the moment	Clerk
17/05/2019	Minute 19/04/2019 – Gate at the Ford: Richard Martin had been asked to provide a quote for repairing the gate.	Clerk
18/05/2019	Minute 21/04/2019 - Path from High Street to Kilpin Green: The Clerk had not yet ascertained the ownership of this path.	Clerk
19/05/2019	Minute 23/04/2019 - Planning: 19/00343/TPO and 19/00344/TCA Dismantling and pruning of trees at 31 High Street: The concerns expressed by the Parish Council about this planning application had resulted in tonight’s visit by Tracy Darke.	

Signed: Chair Clerk Date

	<p>19/00722/FUL Proposed Single Storey side, rear and front extensions (proposed chimney breast, minor fenestration alterations and material alterations to approved scheme 18/01504/FUL at Long Acre, Gog Lane, Little Crawley: This planning application had now been approved by MKC.</p> <p>Stopping Up order at Long Acre, Gog Lane, Little Crawley: Following the receipt of a more comprehensive plan, it was agreed that there were no objections to this application.</p> <p>New house adjacent to 4 Chicheley Road: As noted under Minute 07/05/2019 above, if the property had not been built in accordance with planning approval then a retrospective application would be made by the developer, which would go through the normal planning application process.</p>	
20/05/2019	<p>Minute 28/04/2019 – Highways: It was reported that the Truvela strips had been installed.</p>	
21/05/2019	<p>Minute 30/4/2019 – Rural Paths: The Clerk reported that she had received an email from a resident about the registration of footpaths commenting that all public footpaths were indeed on private land. It was agreed that the issue of registering paths would continue to be investigated. The question was also raised as to the boundary of the United Charities Land and who officially owned it. The Clerk agreed to look further into this.</p> <p>The Clerk would be writing to the owners of 47 High Street about the leaning fence.</p>	<p>Clerk</p> <p>Clerk</p>
22/05/2019	<p>Standing Orders: These were approved having been previously circulated. Proposed by Cllr Maclennan and Seconded by Cllr Sandall.</p>	
23/05/2019	<p>Financial Regulations: These were approved having been previously circulated. Proposed by Cllr Maclennan and Seconded by Cllr Sandall.</p>	
24/05/2019	<p>Risk Assessment: This was approved having been previously circulated. Proposed by Cllr Maclennan and Seconded by Cllr Sandall.</p>	
25/05/2019	<p>Update from PCSO Arlene Ormston: As she was not present at the meeting there was no formal report. However, she had sent an email which had confirmed that a car was stolen from Kilpin Green a few days previously. Cllr Shaw understood that his neighbour might have CCTV footage which covered the area where the theft had taken place. The Clerk agreed to contact him to ascertain this and whether any images could be passed on to the police.</p>	
26/05/2019	<p>Planning – new applications: There were no new planning applications to discuss.</p>	
27/05/2019	<p>Neighbourhood Plan update: Cllr Sandall reported that the plan was still at the stage of Independent Review and that the result was awaited. The Steering Group had met to discuss the petition that had been started up within the village and had agreed to deal with</p>	

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	this once the outcome of the Independent Review was known.																																																	
28/05/2019	Government funding for village halls: It was reported that information had been received about government funding for village halls. Cllr Hatton agreed to pass this information on to the IMC so that they could ascertain if there were any improvement works that could be helped with this funding. It was also noted that a representative from the Parish Council needed to be appointed to the IMC.	RH																																																
29/05/2019	Ward Councillor's Report: Referring to the information given by Tracy Darke earlier, Cllr Maclean shared the frustration about retrospective planning applications. However, that was the procedure which had to be followed if buildings did not comply with planning approval. As far as ownership of land was concerned, he said that MKC's mapping system might be helpful and that it could be found on the MKC website. He confirmed that David Hosking had been re-elected. Labour now had the largest party at MKC with 23 councillors but had no overall control. He confirmed some road closures that were planned (A422 20-29 May and 5-19 August 24 hour closure at Swans Bridge). He was concerned that the diversion signs in general were not as helpful as they could be and he was pushing to improve them.																																																	
30/05/2019	<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>£200.00</td> <td>Cheque</td> <td>Memorial fee – Gillian Williams</td> </tr> <tr> <td>Milton Keynes Council</td> <td>£7,707.00</td> <td>DCredit</td> <td>Parish Precept – 1st instalment</td> </tr> <tr> <td>H W Mason and Sons</td> <td>£400.00</td> <td>Cheque</td> <td>Interment fee – Kenneth Ramsden</td> </tr> <tr> <td>H W Mason and Sons</td> <td>£400.00</td> <td>Cheque</td> <td>Interment fee – Gillian Williams</td> </tr> <tr> <td>H W Mason and Sons</td> <td>£400.00</td> <td>Cheque</td> <td>Exclusive Rights fee – Gillian Williams</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 – May 2019</td> </tr> <tr> <td>RTM Landscapes Ltd</td> <td>£553.54</td> <td>102030</td> <td>Grass cutting – April 2019</td> </tr> <tr> <td>James Sandall</td> <td>£62.00</td> <td>102031</td> <td>Reimbursement for renewal of domain for Neighbourhood Plan</td> </tr> <tr> <td>Rialtas Business Solutions Ltd</td> <td>£145.20</td> <td>102032</td> <td>Alpha Finance software Annual Support</td> </tr> <tr> <td>Milton Keynes Education Trust</td> <td>£19.56</td> <td>102033</td> <td>Printing – PC election leaflets and compliment slips</td> </tr> </tbody> </table> <p>Notes: Payments include VAT where appropriate; * transactions relate to 2019/20 financial year</p>	RECEIVED FROM	AMOUNT	CHQ/CASH	DETAILS	H W Mason and Sons *	£200.00	Cheque	Memorial fee – Gillian Williams	Milton Keynes Council	£7,707.00	DCredit	Parish Precept – 1 st instalment	H W Mason and Sons	£400.00	Cheque	Interment fee – Kenneth Ramsden	H W Mason and Sons	£400.00	Cheque	Interment fee – Gillian Williams	H W Mason and Sons	£400.00	Cheque	Exclusive Rights fee – Gillian Williams	PAYEE	AMOUNT	CHEQUE	DETAILS	Sage UK Ltd	£7.20	DDebit	Payroll software – May 2019	RTM Landscapes Ltd	£553.54	102030	Grass cutting – April 2019	James Sandall	£62.00	102031	Reimbursement for renewal of domain for Neighbourhood Plan	Rialtas Business Solutions Ltd	£145.20	102032	Alpha Finance software Annual Support	Milton Keynes Education Trust	£19.56	102033	Printing – PC election leaflets and compliment slips	
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31/05/2019	Churchyard matters: The late Gillian Williams – Memorial fee received (double fee)																																																	

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	<p>The late Gillian Williams –Exclusive Right of Burial fee received for Garden of Rest Plot 2/27. Grant of Exclusive Right certificate number 195 was approved and signed.</p> <p>The Clerk reported that she had received a request from a former resident of North Crawley for a refund of the Exclusive Right of Burial she had bought in 2002 as it was no longer needed. It was agreed to pay her the amount that she paid in 2002 for the plot (£105) less the current Exclusive Rights transfer fee of £50. A payment of £55 would therefore be made to her providing that she signed the Form of Assignment to relinquish her rights to the plot. The plot would then be available to sell to someone else.</p>	
32/05/2019	Councillors' items: There were no matters to discuss.	
33/05/2019	Questions and comments from residents: A resident had asked whether a sign could be put up at the top of Folly Lane to warn motorists that the lane was no more than single lane in places. There was no room to pass and people's drives and gardens were being frequently used as passing places. Cllr Sandall agreed to take this matter up with MKC Highways Department.	JS
34/05/2019	Date and time of next meeting: Tuesday 4 June at 7.30 pm.	

Signed: Chair Clerk Date