

Notice is hereby given of an ANNUAL MEETING of LITTLE HORWOOD PARISH COUNCIL at 8.00pm on Monday 16th May 2016 in the Memorial Hall, Mursley Road, Little Horwood.

AGENDA

- 1) **Election of Chairman and confirmation of acceptance.**
- 2) **Apologies**
- 3) **Declarations of Personal or Prejudicial Interest and Consideration of requests for Dispensations**
- 4) **Minutes of Meeting 21st March 2016** to be agreed and signed
 - a) Matters Arising
- 5) **Items Deferred from Previous Meeting:** (Not covered elsewhere on the agenda)
- 6) **Matters arising from the Annual Parish Meeting**
 - a) Footpaths across farmers land – consider condition of paths
 - b) Allotment Shed Request – confirm proposal and change to allotment agreement.
- 7) **Correspondence Sent & Received** (Not dealt with elsewhere on the agenda)
 - a) Bucks CC Projects Tool Kit – Meeting to develop requirements in June, request to confirm interest.
 - b) Anglian Water, Save Money/Cut Carbon scheme – consider follow up

At approximately 8.30pm the Chairman will adjourn proceedings for members of the public to participate.

- 8) **Council:**
 - a) Councillor's Responsibilities
 - b) Disposal of Documentation – consider proposal re. Village consultations etc
- 9) **Councillors' Reports** (not arising elsewhere on agenda)
 - a) Cllr Bull - updates as required including MVAS: consider and confirm repair and LH Trust Grant request.
 - b) Cllr Davey - updates as required
 - c) Cllr Garritt – not attending
 - d) Cllr Hooper – updates as required
 - e) Cllr Keeling – not attending
 - f) Cllr Nickoll – updates as required
 - g) Cllr Cowdrey – updates as required including LAF Kissing Gate Grant and next steps
 - h) Clerk's Update – updates as required

10) Planning and Development

Application	Location	Notes
a. Applications Received:		
16/00638/ALB	Lavender Cottage	Replacement of rusted French windows plus one other small rusted window – LHPC RESOLVED not to object.
16/01492/APP	The Bungalow 4 Wood End	Demolition of existing bungalow and garage and erection of two detached dwellings. 25.5.16
b. Permitted		
15/04353/ACL	Well Field Winslow Road	Application for a Lawful Development Certificate for a proposed change of use of part of barn to a dwelling (C3) - Certificate Issued - Existing Use
16/00491/APP	Harefields Winslow Road	Two storey rear extension and pergola to side and rear – Approved
16/00310/APP	Land Adj To Winslow Road	Erection of two detached dwellings incorporating four roof lights each, amendment to development approved under ref. 15/00725/APP – Approved, with conditions re: drainage and further extension

15/03907/APP	The White House Bungalow	Refurbishment of the White House Bungalow and restoration to use as a dwelling house, conversion of stable block to residential accommodation as part of the White House Bungalow, and conversion of chicken shed into triple detached garage (Amendment to planning permission 15/01257/APP) – Approved
15/04170/APP	Ground Floor Flats At Green Farm. The Green	Single storey side extensions. (15.2.16) – Withdrawn
15/02532/AOP	Land At Glebe Farm Verney Road Winslow	Appeal against refusal: Outline application for up to 211 residential units, associated infrastructure and defined access with all other matters reserved. – Refused
15/03617/APP	The Bungalow, 4 Wood End	Demolition of existing bungalow and garage with 2 No. new detached dwellings. Amendments [3.2.16] LHPC RESOLVED no further comment.

11) **Planning and development** – other, including:

- a) Grain Store update

12) **Amenities**

- a) Confirm Garden Contractor for 2016/17
- b) Review Electricity Supplier based on new information

13) **Finance**

- a) Bank Signatory Form – change of administrator: approve signature
- b) Review bank reconciliation, receipts, payments and authorise cheque signatures (circulated at meeting)

14) **Business of the Annual Council Meeting:**

- a) Appointments to/representation on Outside Bodies:
 - i. Little Horwood Recreation Ground Trustees
 - ii. Little Horwood Trust Trustees
 - iii. Memorial Hall Management Committee Representative
 - iv. Winslow and District Local Area Forum, NBPPC, others.
- b) Planning applications & responses process
- c) Confirm meeting dates for the year to April 30th 2016: May 16th, July 18th, September 19th, November 21st, January 16th 2017, March 20th 2017. To be confirmed: Annual Parish Meeting (Mar/Apr 2017), Annual Parish Council Meeting (May 2017).
- d) Standing Orders, Financial Regulations and Code of Conduct
- e) Grants to be made in 2015-16 Financial Year: CAB, Action 4 Youth, British Legion (wreath purchase), AVN sports club, Bucks Playing Fields, Community Bus
- f) Review current Subscriptions - CPRE, AVALC, NBPCC and confirm decision to not support BMKALC
- g) Insurance Arrangements – confirm proposal
- h) Establish/review
 - i) Complaints procedure
 - ii) Handling freedom of information requests
 - iii) Press/media
- i) Review the Asset Register
- j) Review Risk Register
- k) Effectiveness of Internal Audit 2014 – 2015 and appoint an auditor for 2015 – 2016 –
- l) Annual Return – consider approval in principle and delegate final sign off

15) **Any other business**

Karen Oddey

Clerk

10th May 2016