

MINUTES of a MEETING of LITTLE HORWOOD PARISH COUNCIL held on Monday 12th May 2014 at 8pm in the Memorial Hall, Mursley Road, Little Horwood	
	<p>Present: Cllrs Arnold (entering Chairman), Cowdrey (elected Chairman), Garritt, Seddon, Shaw Clerk: Ms K Oddey Apologies: Cllrs Nickoll and Trim. Accepted. <i>Several members of the public were present throughout the meeting, no members of the press attended. Mr S Acton from the Ambulance Service attended the first part of the meeting (see below).</i></p>
	<p>Election of Chairman: Cllr Arnold resigned as Chairman. Cllr Cowdrey proposed as Chairman. Council resolved to elect Cllr Cowdrey as Chairman and went on to elect Cllr Arnold as Vice Chairman Cllr Cowdrey noted that he is concerned that he does not have enough time to perform the role and will be chairman by default rather than elected, the intention is to have a proper election at the next appropriate opportunity.</p>
	<p>Declarations of Personal/Prejudicial Interest – none. Cllrs agreed to review and complete the latest declaration form, in line with AVDC guidance, and submit to the Clerk.</p>
	<p>Minutes of Last Meeting (24th Feb 2014): RESOLVED to agree the minutes, they were signed and added to the Minutes Book.</p>
14/18	<p>Items deferred: BCC Path Clearance: The Clerk advised potential suppliers had been approached of the feasibility of doing the work within the allocated cost and that BCC had been requested to provide details of what had been done, and when, within the Parish in last 3 years (action 14/13)</p>
14/19	<p>Annual Parish Meeting follow up: 1 Warren Court: The Council and Clerk advised residents that a further letter of objection had been sent (including the issue of road access*) and that everything possible had been done. *NBPCC had advised this was the only relevant issue to raise. Vehicle Activated Speed Camera (MVAS): Cllr Cowdrey advised information had been sent to police for their analysis. Trends were similar to previous month with some reduction in recorded speeds. But, still 20 events over 60mph. MVAS unit now moved to opposite bus stop. Cllr Garritt advised Winslow and District Local Area Forum (WADLAF)/Paul Hodgson would be in touch with Parish Clerks to advise of the format that they would like copies of the MVAS data, so that they can also perform some analysis and generate statistics.</p>
14/20	<p>Defibrillator: Mr S Acton (Ambulance Service) provided a short demonstration of the equipment, information for the notice board and addressed several questions and concerns expressed by local residents. The Council RESOLVED that the Clerk establish the answers to outstanding issues, eg. legal implications, manufacturers guarantee, maintenance etc. and review again at the next meeting. The Council thanked Mr Acton.</p>
14/21	<p>Correspondence: Best Kept Village: the Council RESOLVED to NOT submit an application BCC (BUCKS County Council) Devolution Conference (27th May) attendees to be Cllrs Arnold and Trim NBPCC Meeting 18th June – Cllr Cowdrey to attend</p>
14/22	<p>Village Walk about – Clerk to confirm with BCC/TfB (Transport for BUCKS) a meeting is still relevant given recent visits. Cllrs Arnold and Trim to attend. The Council RESOLVED that the Clerk place a notice to attract interested residents to participate.</p>
14/23	<p>Community Impact BUCKS Home Choice (BHC): The Clerk outlined the new process proposed by Rural Exception Scheme in their response to the BHC allocation scheme and the implication for LHPC to retain a list of applicants and to promote new properties. The Council RESOLVED that the Clerk scale the task eg. number of properties, people interested, frequency of available houses etc.</p>
14/24	<p>The Retreat: Cllr Arnold advised despite objections that the licence had been granted, noting lack of local and evidence based objections. The next event is 22nd June. The Council RESOLVED to (a) request residents to monitor the situation and if necessary raise complaints and (b) ask the Licence Officer to attend the event.</p>
14/25	<p>General Communication: Other points on agenda noted. The Clerk is to contact Cllr Nickoll to develop the framework to optimise the dissemination of information.</p>
14/26	<p><i>The meeting was adjourned for public participation:</i> Rural Exception Scheme (RES): Mr Grainge advised that having been approached by RES he didn't feel the proposal presented value for money and did not intend to proceed at the present time. He also noted that he had contractual constraints limiting any action for at least one year. The Council thanked Mr Grainge for attending. Clerk to advise RES of update.</p>
14/27	<p>Pot holes: concerns raised over – Swanbourne Bridge/Mursley Rd . Residents encouraged to raise issues directly, in addition Clerk to advise BCC/TfB.</p>

14/28	<p>Street Lights: The light not working was confirmed as the one on the junction (telegraph pole 5, light 1). Clerk to address. The Clerk advised that due to concerns with service levels alternative suppliers where being considered and an update would be provided at the next meeting.</p> <p><i>The meeting reconvened</i></p>																																														
14/29	<p>Councillor Updates: Cllr Garritt - WADLAF: meeting dates – 11th June, 17th Sept, 10th December 2014. At meeting on 12th March: Highway and Pathway budgets £15m and £1m. Crime rates down eg. burglary -53%. Rights of Way Officer (John Clerk) working on Circular Path. Less funding for kissing gates and footpath maintenance (due to costs) - landowners to provide upkeep in the first instance. TfB investigating root cause of flooding to set priorities. Grass cutting dates now on web site - 2 cuts/year at junctions and blind bends - emphasis on safety vs tidying. East West Rail delayed (Bedford to Oxford now expected 2019).</p>																																														
14/30	<p>Cllr Shaw- Bus Shelter: completed except for paving. TfB/kerb lowering to be addressed at Walk About. Cllr Shaw to identify someone to clean the Shelter.</p>																																														
14/30	<p>Cllr Seddon – Notice Board to be oiled/painted, awaiting posts prior to fitting. Cllrs Shaw and Seddon to finalise and arrange fitting.</p>																																														
14/31	<p>Cllr Arnold – Clerk to provide contact details to PCSO Wendy Taylor.</p>																																														
14/32	<p>Local Planning Liaison – no activities</p>																																														
14/32	<p>Community Rights Workshop, attended by Cllrs Arnold, Nickoll and Trim. Awaiting feedback from meeting – Clerk to chase.</p>																																														
14/33	<p>Cllr Cowdrey – North Bucks Parishes Planning Consortium – Wind Farm updates in Padbury (Cow Pasture Farm). Dorcas Lane and Stoke Hammond called in by Eric Pickles. Neighbourhood Plans: failure of AVDC Plan puts parishes at risk from Developers. Rachel Webb to establish best way forward with AVDC and provide definition of large and small villages. Scoping Document for Vale of Aylesbury Local Plan (VALP)– Cllr Cowdrey to feedback “add ability to provide input on places to protect from development.”</p>																																														
14/34	<p>Planning and Development</p> <table border="1"> <thead> <tr> <th>Application</th> <th>Location</th> <th>Notes</th> </tr> </thead> <tbody> <tr> <td colspan="3">Applications Received:</td> </tr> <tr> <td>14/00578/ATP</td> <td>The Green</td> <td>Crown reduction No.1 Ash Tree and Repollard No.1 Ash – No Action</td> </tr> <tr> <td>14/00539/APP</td> <td>Apple Tree Cottage, 24 Wood End</td> <td>Erection of 2 storey rear extension (Ms Christine Coy) (respond 5.5.14) – No Action</td> </tr> <tr> <td>14/00540/APP</td> <td>Apple Tree Cottage, 24 Wood End</td> <td>Erection of 2 storey rear extension and internal alterations (Ms Christine Coy)) (respond 5.5.14) – No Action</td> </tr> <tr> <td>14/00811/APP</td> <td>15A Winslow Road</td> <td>Single storey side extension with three rooflights (respond 28.4.14) – No Action</td> </tr> <tr> <td>14/00810/ATC</td> <td>Ivy Cottage,7 Mursley Rd</td> <td>remove side branches (approx 2m high) flush with trunk of beech tree *application made by LHPC – No Action</td> </tr> <tr> <td>14/01055/APP</td> <td>Chapel Cottage 3 Winslow Road</td> <td>Part conversion of roofspace to upper level into living accommodation with new rooflights. (22.5.14) – No Action</td> </tr> <tr> <td colspan="3">Permitted – the following where noted</td> </tr> <tr> <td>13/03505/APP</td> <td>Yew Tree Cottage 20B Wood End</td> <td>Two storey rear extn, replacement single storey side extn</td> </tr> <tr> <td>13/03513/APP</td> <td>Norbury Farm Mursley Road</td> <td>Erection of agricultural barn</td> </tr> <tr> <td>14/00367/APP</td> <td>Stear Hill Cottage, Mursley Road (Mr T Daniels</td> <td>Erection of detached garage/carriage house/log store and a porch Permitted 23.4.14</td> </tr> <tr> <td>14/00591/ATC</td> <td>1 The Green (Mr Trim)</td> <td>Repollarding of No.1 Ash – permitted 16.4.14</td> </tr> <tr> <td>14/00578/ATP</td> <td>1 The Green (Mr Trim)</td> <td>Crown Ash Reduction – permitted 30.4.14</td> </tr> <tr> <td>14/00935/ATC</td> <td>12 Mursley Rd (J Laws)</td> <td>Fell 5 conifer trees – permitted 16.4.14</td> </tr> </tbody> </table> <p>Community Right to Bid:</p> <ul style="list-style-type: none"> - Garages – no update - Shoulder of Mutton – confirmation of right to bid received from AVDC, providing 6 months to submit offer following notice of sale. <p>Rural Exception Scheme: See discussion earlier (14/26)</p> <p>VALP – See Councillor updates above (14/33)</p>		Application	Location	Notes	Applications Received:			14/00578/ATP	The Green	Crown reduction No.1 Ash Tree and Repollard No.1 Ash – No Action	14/00539/APP	Apple Tree Cottage, 24 Wood End	Erection of 2 storey rear extension (Ms Christine Coy) (respond 5.5.14) – No Action	14/00540/APP	Apple Tree Cottage, 24 Wood End	Erection of 2 storey rear extension and internal alterations (Ms Christine Coy)) (respond 5.5.14) – No Action	14/00811/APP	15A Winslow Road	Single storey side extension with three rooflights (respond 28.4.14) – No Action	14/00810/ATC	Ivy Cottage,7 Mursley Rd	remove side branches (approx 2m high) flush with trunk of beech tree *application made by LHPC – No Action	14/01055/APP	Chapel Cottage 3 Winslow Road	Part conversion of roofspace to upper level into living accommodation with new rooflights. (22.5.14) – No Action	Permitted – the following where noted			13/03505/APP	Yew Tree Cottage 20B Wood End	Two storey rear extn, replacement single storey side extn	13/03513/APP	Norbury Farm Mursley Road	Erection of agricultural barn	14/00367/APP	Stear Hill Cottage, Mursley Road (Mr T Daniels	Erection of detached garage/carriage house/log store and a porch Permitted 23.4.14	14/00591/ATC	1 The Green (Mr Trim)	Repollarding of No.1 Ash – permitted 16.4.14	14/00578/ATP	1 The Green (Mr Trim)	Crown Ash Reduction – permitted 30.4.14	14/00935/ATC	12 Mursley Rd (J Laws)	Fell 5 conifer trees – permitted 16.4.14
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	<p>Salden Turbines – no update</p> <p>Well Field – informal notice that owner intends to leave caravan shortly, RESOLVED to retain on agenda and monitor situation.</p>
14/35	<p>Amenities:</p> <p>Garden Contractor – Council RESOLVED to confirm contract with incumbent supplier.</p> <p>Dog Waste Bins New Quote for emptying noted, 1.22% increase.</p>
14/36	<p>Finance:</p> <p>Clerk advised of move to spreadsheet vs manual book and presented copy of cashbook, bank reconciliation to year end and to last bank statement (7th April), including payments issued, outstanding cheques and cheques to be signed (value £600). Council RESOLVED to approve and sign cash book and cheques.</p>
14/37	<p>Internal Audit 2012/13 – confirmed as effective, Council RESOLVED for Clerk to ask David Barry if he would do LHPC Internal Audit for 2013/14.</p>
14/38	<p>Clerk updated on status of bank signatories and advised that following the resignation from the Council of Mr Streeter he should be removed from the signatories and replaced. The Council RESOLVED for this to be done and for Cllr Cowdrey to replace him.</p>
14/39	<p>Council RESOLVED to make the following grants/donations: Citizens Advice Bureau (CAB) £20, Community Bus £50, Little Horwood Recreation Ground Trust (LHRGT) £2,300, Action for Youth £20, Aylesbury Vale (AVN) Sports Club £20, BUCKS Playing Field £20, Campaign to Protection Rural England (CPRE) £36, NBPCC £20, Aylesbury Vale Association of Local Councils (AVALC) £15, BUCKS Association of Local Councils (BALC) £75.20 (paid).</p>
14/40	<p>Council:</p> <p>Co-option of new Councillor: It was noted that Cllr Garritt had tendered her resignation. The Council RESOLVED that the Clerk initiate the process.</p>
14/41	<p>Appoint Clerk to the Council: RESOLVED and Cllr Cowdrey to finalise the Contract of Employment/ <i>Council Resolved to extend the meeting to 10:30pm latest.</i></p>
40/42	<p>Business of Annual Council Meeting:</p> <p>Appointments to Local Bodies: LHRGT: Cllr Nickolls, Little Horwood Trust: Cllrs Cowdrey, Arnold, Nickolls, Trim and Seddon Memorial Hall Management Committee: Cllr Seddon WADLAF: Cllr Shaw, NBPCC: Cllr Cowdrey, Bucks South Neighbourhood Action Group (BSNAG) Cllr Trim</p>
40/43	<p>Planning Applications & Responses Process – RESOLVED to retain unchanged</p>
40/44	<p>Meeting Dates, RESOLVED to be: 7th July 2014, Sept 15th, Oct 20th, Nov 24th, Jan 12th 2015, March 2nd, Annual Parish Meeting March 30th, Annual Council Meeting May – date to be confirmed. Meetings to start at 8pm and be at the Memorial Hall, LH unless otherwise advised.</p>
40/45	<p>Standing Orders and Code of Conduct: RESOLVED to retain unchanged</p> <p>Current Subscriptions – see Minute 40/39</p>
40/46	<p>Asset Register: RESOLVED to agree as provided.</p>
40/47	<p>Confirm Insurance Agreements: Clerk outlined quotes obtained. Council clarified priorities for insurance and RESOLVED for Clerk to complete a comparison and finalise arrangements with Cllr Cowdrey.</p>
40/48	<p>Annual Return and associated financial statements: RESOLVED to agree as presented.</p>
40/49	<p>General Power Of Competence (GPOC): The Clerk outlined that, provided all other conditions are met, the options to retain GPOC are to (a) Re-establish GPOC when Clerk completes necessary qualifications and/or (b) obtain GPOC by confirming “in principle” agreement with previous Parish Clerk to support Little Horwood. The Council RESOLVED to progress option (a) knowing that option (b) can be instigated if necessary.</p>
	<p>Items of Report - None</p>
	<p>The meeting closed at 10:20pm</p> <p>The next meeting will be 7th July 2014 at 8pm.</p> <p>Signed: Chairman at meeting on 7th July 2014</p>