

MINUTES of a MEETING of LITTLE HORWOOD PARISH COUNCIL held  
on **Monday 11<sup>th</sup> May 2015 at 8pm** in the Memorial Hall, Mursley Road, Little Horwood

	<p><b>Present:</b> Cllrs Cowdrey (entering and elected Chairman), Bull, Burke, Davey, Garritt and Nickoll. <b>Apologies:</b> none <b>Clerk:</b> Ms K Oddey <i>Several members of the public were present throughout the meeting, no members of the press attended.</i></p>
	<p><b>Election of Chairman:</b> Cllr Cowdrey was proposed as Chairman. Council RESOLVED to elect Cllr Cowdrey as Chairman and went on to elect Cllr Nickoll as Vice Chairman.</p>
	<p><b>Declarations of Personal/Prejudicial Interest.</b> Cllr Bull noted his interest in some land in the parish including land adjacent to Hillside. Councillors provided their declaration forms to the Clerk.</p>
15/25	<p><b>Minutes of Last Meeting (10<sup>th</sup> April 2015):</b> RESOLVED to agree and sign the minutes.</p>
15/26	<p><b>Matters arising 2<sup>nd</sup> March and 10<sup>th</sup> April 2015:</b> Shoulder of Mutton: the potential purchase was progressing. Wellfield: there had been no decision from AVDC and it was agreed to retain the matter on future agendas.</p>
	<p><b>Items deferred - none</b></p>
15/27	<p><b>Correspondence:</b> <b>Transparency Code:</b> it was noted that a new code of practice had been introduced requiring Local Councils to publish additional information on their websites. It was noted that the LHPC web site was supported by a volunteer. <b>Local Area Forum:</b> a request for agenda items and questions had been received. No items were noted. <b>Girl Guides:</b> a request for sponsorship of the BucksFest event had been received. It was agreed to decline the opportunity. <b>Air Ambulance:</b> a request to host a clothing bank had been received, the Council didn't feel there was a suitable location but suggested the nearest alternative could be promoted on the notice board. <b>Stile review:</b> a resident had provided a review of the stiles in the Parish. The Council agreed to consider this as street furniture and to allocate it to a particular councillor to consider further (see below). <b>Community Impact Bucks:</b> a request for a meeting had been accepted by Cllr Cowdrey who would update the Council after the meeting. <b>Smartwheelie stickers:</b> were considered as an option for residents, the Council decided not to pursue the idea. <b>Bucks Law Plus (BLP):</b> unprompted, BLP had advised that LHPC was a client of the firm. <b>Land adjacent to Hillside (15/00725/APP):</b> a resident had asked the council to oppose the application. The Council advised that the response to AVDC planning on the application had been sent in April – see below</p>
15/28	<p><i>The meeting was adjourned for public participation:</i> <b>AVDC Cllr Stanier:</b> advised he had been re-elected. <b>Allotment gate:</b> a resident suggested the gate to the allotments would be safer if it opened inwards and was asked to make a proposal for the Council to consider. <i>The meeting reconvened</i></p>
15/29	<p><b>Co-option of new Councillor:</b> Following the uncontested election of 6 of the 7 Parish Councillors, it was RESOLVED to co-opt a Councillor to fill the final place and the Clerk was asked to promote the vacancy, Cllr Garritt and a resident agreed to circulate the information.</p>
15/30	<p><b>Councillor responsibilities</b> were considered and agreed as follows: Street Furniture – Cllr Burke; Defibrillator – Cllr Nickoll; Highways – Cllr Davey; Planning – Cllrs Cowdrey; Davey and Garritt, with the additional support of Cllr Bull; Police liaison – Cllr Nickoll; Flooding – Cllr Bull; RAF memorial project – Cllr Cowdrey agreed to contact Mike Trim to discuss how</p>

	best to manage this and the Clerk agreed to confirm the legal position; Annual Litter Pick – Cllr Nickoll; Play around the Parishes – Cllr Nickoll. Councillors would contact previous Councillors as appropriate for a briefing.																														
15/31	<p><b>Councillor Updates</b> (incumbent Councillors only):</p> <p><b>Cllr Cowdrey:</b> MVAS traffic speeding data had been circulated. Encouragingly there had been no incidents greater than 60mph. Higher speeds continue to occur late at night/early in the morning.</p> <p><b>Cllr Garritt – Winslow and District Local Area Forum (WADLAF):</b> a meeting was held 26.3.15 and notes had been circulated. The Vale of Aylesbury Local Plan (VALP) was due to be submitted by end 2016 and further consultation was expected in October 15. It had been confirmed that the VALP did not need to include Milton Keynes. Funding of £8,000 was available for Neighbourhood Plans. Winslow Town Council had agreed to support the Winslow Police Station to prevent its closure. Local priorities had been updated and LHPC had submitted a grant application for kissing gates. Youth Club activities will be on the next agenda to encourage more youth involvement. Cllr Chilver had offered some discretionary funding and the information had been passed to the Youth Club Leader.</p> <p><b>Peter Nickoll:</b> BCC had been focused on the first tranche of rolling out devolved grass cutting services. LHPC would need to decide how it wished to progress later this year.</p>																														
15/32	<p><b>Planning and Development</b></p> <table border="1"> <thead> <tr> <th>Application</th> <th>Location</th> <th>Notes</th> </tr> </thead> <tbody> <tr> <td colspan="3"><b>Applications Received:</b></td> </tr> <tr> <td>15/01013/APP</td> <td>The Old Dairy Lower Grove Farm, Mursley</td> <td>Erection of cart shed style garage and machinery and log store. RESOLVED no comment</td> </tr> <tr> <td>14/A2318/DIS</td> <td>Land Adj To Mursley Road</td> <td>Submission of detail pursuant to Condition 2 - Samples/details of materials proposed to be used on the external surfaces of the development on planning permission 14/02318/APP For information only, decision due 15.6.15.</td> </tr> <tr> <td>15/00725/APP</td> <td>Adj to Hillside, Hill Farm Lane, Winslow Road</td> <td>Demolition of existing dwelling house and erection of three detached dwellings. The Planning group RESOLVED to re affirm previous concerns with the proposed application and to highlight the increased size of the property and the reduced light and amenity to other residents.</td> </tr> <tr> <td colspan="3"><b>Permitted – the following where noted</b></td> </tr> <tr> <td>15/00516/APP</td> <td>22 Mursley Road</td> <td>Two storey side and single storey rear extension</td> </tr> <tr> <td>15/00401/ATC</td> <td>Green Farm, The Green</td> <td>Fell one tree, no Tree Preservation Order issued</td> </tr> <tr> <td>14/00578/ATP</td> <td>The Green</td> <td>Crown reduction No.1 Ash Tree and Repollard No.1 Ash</td> </tr> <tr> <td>14/A1273/DIS</td> <td>Norbury Farm Mursley</td> <td>Submission of details pursuant to Conditions 3 (materials on external surfaces), 4 (materials on surfaces), 5 (soft landscaping), 7 (enclosures), and 8 (slab levels) relating to planning permission 14/01273/APP – information submitted acceptable and conditions discharged</td> </tr> </tbody> </table> <p><b>Community Right to Bid: Garages (Wood End)</b> – The Clerk had advised AVDC of the history regarding the letting of the garages and Cllr Stanier had supported the application. AVDC confirmed the nomination had not been accepted as the current use did not directly further the social wellbeing and social interests in the community.</p>	Application	Location	Notes	<b>Applications Received:</b>			15/01013/APP	The Old Dairy Lower Grove Farm, Mursley	Erection of cart shed style garage and machinery and log store. RESOLVED no comment	14/A2318/DIS	Land Adj To Mursley Road	Submission of detail pursuant to Condition 2 - Samples/details of materials proposed to be used on the external surfaces of the development on planning permission 14/02318/APP For information only, decision due 15.6.15.	15/00725/APP	Adj to Hillside, Hill Farm Lane, Winslow Road	Demolition of existing dwelling house and erection of three detached dwellings. The Planning group RESOLVED to re affirm previous concerns with the proposed application and to highlight the increased size of the property and the reduced light and amenity to other residents.	<b>Permitted – the following where noted</b>			15/00516/APP	22 Mursley Road	Two storey side and single storey rear extension	15/00401/ATC	Green Farm, The Green	Fell one tree, no Tree Preservation Order issued	14/00578/ATP	The Green	Crown reduction No.1 Ash Tree and Repollard No.1 Ash	14/A1273/DIS	Norbury Farm Mursley	Submission of details pursuant to Conditions 3 (materials on external surfaces), 4 (materials on surfaces), 5 (soft landscaping), 7 (enclosures), and 8 (slab levels) relating to planning permission 14/01273/APP – information submitted acceptable and conditions discharged
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15/33	<p><b>Amenities:</b></p> <p><b>Garden Contractor:</b> Council RESOLVED to confirm the contract with incumbent supplier.</p> <p><b>Allotments:</b> following a review it was established 9 allotments were vacant. The Clerk would promote</p>																														

	<p>the vacancies and Cllr Cowdrey agreed to ask the Youth Club and/or Playschool if they would be interested in an allotment.</p> <p><b>Street Furniture:</b> previous Cllr, Helen Shaw had arranged for the repair of the damage to the roof tiles and the glass seal. The Clerk would arrange the repair of the notice board.</p>
15/34	<p><b>Finance:</b></p> <p><b>Internal Audit 2013/14</b> – was confirmed as effective, Council RESOLVED to ask if Charles Loch would consider completing the LHPC Internal Audit for 2014/15.</p> <p><b>Grants/donations</b> - Council RESOLVED to the following:  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. No payment would be made to BUCKS Association of Local Councils (BALC) as agreed in minute 15/06.</p> <p>Bank Signatories: the recent changes had been confirmed authorising the following signatories: Cllr Cowdrey, Nickoll and Garritt It was RESOLVED to add Cllr Burke to the signatories.</p> <p>The Council RESOLVED to agree and sign the <b>cashbook, bank reconciliation, cheques</b> as presented.</p>
15/35	<p><b>Business of Annual Council Meeting:</b></p> <p><b>Appointments to Local Bodies:</b>  LHRGT: Cllr Nickolls,  Little Horwood Trust: Cllrs Cowdrey, Bull, Burke, Garritt and Nickoll, the Clerk will advise the Trust.  Memorial Hall Management Committee: Cllr Burke  WADLAF: Cllr Garritt  NBPCC and LCPLG: Cllr Cowdrey  AVALC: Cllr Bull.</p> <p><b>Planning Applications &amp; Responses Process</b> – RESOLVED to retain unchanged other than noting the planning group would comprise a minimum of 3 members.</p> <p><b>Meeting Dates</b> were RESOLVED as follows: Annual Council Meeting in May 11th, Council Meetings July 13th, Sept 14th, Nov 16th, Jan 18th, March 21<sup>st</sup>. Annual Parish Meeting (March/April) and Annual Council Meeting (May) to be confirmed.</p> <p><b>Code of Conduct:</b> RESOLVED to retain unchanged</p> <p><b>Standing Orders and Financial Regulations:</b> RESOLVED to retain generally unchanged other than for the Clerk to clarify a few minor points and to re-circulate any changes.</p> <p><b>Current Subscriptions</b> – see Minute 15/34</p> <p><b>Asset Register:</b> RESOLVED to agree as provided.</p> <p><b>Confirm Insurance Agreements:</b> The current policy is a 3 year policy commencing 2014.</p> <p><b>Complaints Procedure</b> – RESOLVED to retain unchanged</p> <p><b>Handling freedom of information requests</b> – RESOLVED to retain unchanged</p> <p><b>Press/Media</b> – RESOLVED to confirm the policy as presented.</p> <p><b>Annual Return and associated financial statements:</b> RESOLVED to agree and sign the submission.</p> <p><b>General Power Of Competence (GPoC):</b> The position remains unchanged from last year. The options to retain GPoC are to (a) Re-establish GPoC when Clerk completes necessary qualifications (ongoing) and/or (b) obtain GPoC by confirming “in principle” agreement with previous Parish Clerk to support Little Horwood. The Clerk agreed to reconfirm option (b) as an interim solution if necessary.</p>
	<p><b>Any other Business</b> - None</p>
	<p>The meeting closed at 9:54</p> <p>The next meeting will be 13<sup>th</sup> July 2015 at 8pm.</p> <p>Signed: <span style="float: right;">Chairman at meeting on 13<sup>th</sup> July 2015</span></p>