

MINUTES of The ANNUAL PARISH COUNCIL MEETING of LITTLE HORWOOD PARISH COUNCIL (LHPC) held on Monday 15th May 2017 at 8pm in the Memorial Hall, Mursley Road, Little Horwood			
Present: Cllr Mark Cowdrey, (Chairman MC) Bull (MB), Cooper (CH), Davey (JD), and Clerk: Mrs M Cliffe (AC). 8 members of the public were present during the meeting including County Councillor John Chilver and Dist. Councillor Sir Beville Stanier.			Action
17/28	1	Apologies – Cllrs Garritt and Nickoll sent their apologies.	
17/29	2	Declarations of Personal/Prejudicial Interest – as previously declared.	
17/30	3	Election of Chairman and confirmation of acceptance – Cllr MC was seconded by Cllr CH and re-elected as Chairman unopposed.	AC
17/31	4	Election of Vice Chairman – although absent, Cllr PN had expressed his willingness to stand as vice Chairman, was seconded by Cllr MB and elected unopposed.	
17/32	5	Minutes of Last Meeting 20th March 2017 - it was resolved to agree and sign the minutes. a. Matters arising – All matters arising are dealt with elsewhere on the agenda.	
17/33	6	Items deferred from Previous Meeting (and not covered elsewhere on the agenda) – none.	
17/34	7	Matters arising from the Annual Parish Meeting a. It was decided to postpone making any decision on the installation of an Internet connection in the Recreation Hall (in lieu of a Play Around the Parishes session) until outstanding issues such as who would be responsible for the monthly charges were resolved.	PN
17/35	8	Correspondence sent and received a. A letter has been received from Eon advising of further price rises. LHPC was ineligible for special deals as their usage is below the minimum required. b. A letter has been received from Helen and Douglas House Hospice requesting a donation. It was decided not to send a donation as LHPC could not respond to all such requests. A copy would be sent to Peter Arnold for public email dissemination.	AC
17/36		At approximately 8.10 pm the Chairman adjourned the proceedings for public participation. Issues raised a. The Clerk and Sir Beville Stanier were asked to follow up a previous request to AVDC for a road sweeper to clear the gutters. b. Mr John Chilver and the Clerk were asked to follow up the request to BCC for confirmation of ownership of trees and hedges on Winslow road, (adjacent to Hillside) in order for action to be taken on pruning and trimming.	AC AC
17/37	9	Councillors' Reports (items not arising elsewhere on the agenda) a) Cllr MB reported that a maintenance contract had been arranged with SWARCO Traffic Ltd. The MVAS was currently unserviceable and would be repaired in the next week. MB is considering how best to present the data to make it accessible to all. He noted that speeding on Winslow Road was reduced on weekdays due to the weight of traffic. MB also reported that he had contacted Newton Longville Parish Council (NLPC) to investigate how to set up a sentinel speed watch scheme. Having attended NLPC's traffic calming open day in April he noted that even £50,000 would not be enough to solve NLPC's issues which gives perspective to LHPC's problems. b) Cllr JD had nothing to report. c) Cllr TG advised that she had heard informally that the LH Recreation Ground Trust committee were considering installing a pond in the village using money raised from the recent Ball. The Clerk was asked to contact the committee to check that this was the case as, in their capacity as landowners, the Parish Council would need to be involved in the decision making. d) Cllr CH had nothing to report. e) Cllr MC reported that i. a request had been sent for as many people as possible to attend AVDC's Strategic Development Management Committee on Wednesday 17 th at 9.30pm as the Salden Chase, SW Milton Keynes application 15/00314/AOP had been placed on the agenda. (Clerk's note. In the event, the issue was withdrawn from the agenda and a new date for discussion will be issued). ii. he and the Clerk had visited AVDC offices to meet with enforcement officer Philip Dales and his superior, Lindsay Vallis. From LHPC's point of view, the meeting was largely unsuccessful in progressing the issues of Hillside, the mini spinney and the Shoulder of Mutton. AVDC's problems (staffing, money and the limits of legislation and their powers to act etc.) were highlighted. (See individual issues below). iii. the condition of the Shoulder of Mutton Pub was raised with Mr. Dales and Mrs. Vallis. They agreed to advise the landlord that due to a recent strengthening of the law (in force from the end of May) any change of use for the building would require planning permission. However, they cannot force an occupant to run a pub or similar business from the premises especially as its viability appears to be in question. They could only keep a watching brief (with Morwenna Breen Haynes of the Heritage Department) on the building and would report in six months (Nov 2017) or earlier if there was significant deterioration in the condition of the building. Options include an urgent works notice to stabilize and weather proof the building but a tarpaulin would meet the required criteria. Other options required staffing, were costly and would only be used as a final resort.	MB AC

		<p>iv. that Mr. Dales views on the mini spinney were:</p> <ul style="list-style-type: none"> • the mini spinney fence does not require planning permission. • caravans require planning permission if they are simply placed on the land but do not require planning permission if their use is ancillary to the land (e.g. for use as a store or tea room). • a shed would require planning permission and justification of use. • he will write requiring the owner to set out her intentions for use of the land. Only then can he determine whether a breach of planning control had occurred. If a breach has occurred, an enforcement notice could be issued but the owner has the right of appeal which will have cost and legal implications. <p>v. planning issues at Hillside was complicated by a planning officer (no longer working at AVDC) who failed to point out that the developer's landscaping plans included land he did not own. However, AVDC can do nothing about this because:</p> <ul style="list-style-type: none"> • it is not illegal to request planning permission for land one does not own even though it is very misleading. • they have been advised by BCC that the limits of Hill Farm Road have been reduced due to historical appropriation by residents. • they cannot sanction the case officer because he has left. • they cannot sanction the developer because the drawings were not backed up with written plans to accompany the drawing, there was no written reference to the corridor being widened and the owner of the land was not served with a notice of intent. • they cannot prove intent to mislead. • any notice to complete the plans as shown would end up in court. • planning regulations do not require the developer to include plans for the highway (outside the new development) in a planning application. <p>f) The Clerk reported that That resolution of the Clays Lane sign had been put back as the person dealing with the issue had left AVDC and there was now a backlog of issues needing AVDC's attention.</p>																												
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17/39	11	Planning and development – Issues arising. There were no issues arising from the planning report.																												
17/40	12	Amenities Walker grounds Care were confirmed as the Devolution T2 contractor for 2017 – 2018.	AC																											
17/41	13	<p>Finance and administration</p> <p>a) The Bank payments and cheques for authorisation were circulated at the meeting. It was resolved to approve the payments and sign the cheques as detailed below.</p> <table border="1"> <tbody> <tr> <td>i.</td> <td>LH 17.01.</td> <td>SWARCO maintenance contract</td> <td>Chq 001286</td> <td>252.00</td> </tr> <tr> <td>ii.</td> <td>LH 17.02</td> <td>Anglian Water</td> <td>Chq 001287</td> <td>43.38</td> </tr> <tr> <td>iii.</td> <td>LH 17.03</td> <td>Amanda Cliffe email set up expenses</td> <td>Chq 001288</td> <td>65.81</td> </tr> </tbody> </table>	i.	LH 17.01.	SWARCO maintenance contract	Chq 001286	252.00	ii.	LH 17.02	Anglian Water	Chq 001287	43.38	iii.	LH 17.03	Amanda Cliffe email set up expenses	Chq 001288	65.81													
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		iv. LH 17.04 Eon DD 147.95	
		v. LH 17.05 Walker Grounds Care Chq 001289 503.43	
		vi. LH 17.06 LH Memorial Hall hire Chq 001290 20.00	
		vii. LH 17.07 & 08 LHRT grant Chq 001291 1052.50	
		viii. LH 17.09 Came & Company insurance Chq 001292 439.39	
		ix. LH 17.10 LH Rec Hall APM hire Chq 001293 42.00	
		x. LH 17.11 Clerk's Salary Chq 001294 544.96	
17/42	14	<p>Business of the Annual Parish Council Meeting</p> <p>a. Appointments to/representation on outside bodies</p> <p>i. Little Horwood Recreation Ground Trust - Cllr PN</p> <p>ii. Little Horwood Trust Trustees – Cllrs MC, MB, JD TG, and PN</p> <p>iii. Memorial Hall Management Committee Representative – Cllr CH</p> <p>iv. WADLAF – Cllrs TG and CH. NBPPC – Cllr MC</p> <p>b. PC Meeting dates for the year to April 2018 were confirmed as 15th May, 17th July, 18th September, 20th November, 22nd January 2018, and 20th March 2018. To be confirmed: Annual Parish Meeting (Mar/Apr 2018), Annual Parish Council Meeting (May 2018).</p> <p>c. Standing Orders, Financial Regulations and Code of Conduct. Documents would be circulated for review.</p> <p>d. Grants to be made in 2017-18 Financial Year – it was resolved to award grants to CAB (£20), Action 4 Youth (£20), British Legion (£20) Bucks Playing Fields Association (£20), and Winslow and District Community Bus (£50).</p> <p>e. Subscriptions – it was resolved to support CPRE (£36), AVALC (£25) and NBPPC (£20).</p> <p>f. Establish/review</p> <p>i. Complaints procedure</p> <p>ii. Handling freedom of information requests</p> <p>iii. Press/media policy</p> <p>It was resolved to send these documents out for review.</p> <p>g. Review the Asset Register</p> <p>It was resolved to send the asset register out for review</p> <p>h. The Annual Return</p> <p>The Annual Return would be sent out for approval and final signature was delegated to the Chairman and the Clerk</p>	AC
17/43	15	<p>Any Other Business.</p> <p>A disagreement arose when Mr. Mike Jones (Parish Council Green Spaces Officer) attempted to enter the nature reserve on 4th May 2017. The Clerk has sent a letter to Mr. T Jackson, Ms. E Mangold and Mr. C Mangold Jackson to enquire whether they have any problem with the Parish Council accessing the nature reserve through their land at Tile House as had previously been agreed with Mr. & Mrs. King in 1965. A response is awaited.</p>	
		<p>The meeting closed at 9.00 pm</p> <p>The next Parish Council Meeting will be held on July 17th 2017 at 8pm in the Memorial Hall</p> <p>Signed: DRAFT Chairman of the Meeting</p> <p>Date: 17th July 2017</p>	