

MINUTES of the ANNUAL PARISH COUNCIL MEETING of LITTLE HORWOOD PARISH COUNCIL (LHPC) held on Monday 21st May 2018 at 8pm in the Memorial Hall, Mursley Road, Little Horwood			Action
Present: Cllr Mark Cowdrey, (Chairman MC) and Cllrs Bull (MB), Garritt (TG), Hooper (CH), Simpson (SS) and Clerk: Mrs M Cliffe (AC) and 5 members of the public were present. <i>Please note: to comply with new data protection rules, names (other than councillors or persons who have previously given their permission) will not be used in Little Horwood Parish Council Minutes.</i>			
18/001	1	Apologies – Dist. Cllr Sir Beville Stanier	
18/002	2	Declarations of Personal/Prejudicial Interest – Cllr MB declared his interest in item 12a. Cllr SS declared his interest in item 15.	
18/003	3	Election of Chairman and confirmation of acceptance – Cllr MC was seconded by Cllr MB and re-elected as Chairman unopposed.	
18/004	4	Election of Vice Chairman – Cllr JD was unanimously elected as vice chairman.	
18/005	5	To co-opt a candidate to fill the vacancy for an LHPC Parish Councillor – Mr Colin James Betteress was co-opted on to the LHPC.	
18/006	6	Minutes of Last Meeting 19th March 2018 - it was resolved to agree and sign the minutes without amendment. a. Matters arising – All matters arising are dealt with elsewhere on the agenda.	
18/007	7	Items deferred from Previous Meeting (and not covered elsewhere on the agenda) – none.	
18/008	8	Matters arising from the Annual Parish Meeting - None	
18/009	9	Correspondence sent and received <ul style="list-style-type: none"> Various emails regarding GDPR. A dedicated seminar for up to 20 councillors is offered by BMKALC (Bucks & MK Association of Local Councils) costing £350. The Clerk will see if an event could be shared with Winslow and Great Horwood. An apology letter about the breakdown of the internet banking service from TSB, however, as the service was still unusable it was decided to revert to cheque payments for this month. 	AC
		The Chairman adjourned the proceedings for public participation. <ul style="list-style-type: none"> A member of the public reported that the edge of the Winslow Road (adjacent to the allotments) was breaking up. A member of the public reported that the Mursley Road stream was moving and had a build-up of debris on one side. Cladding on a pipe near the bridge was also damaged. A member of the public raised the issue of lack of maintenance of footpaths across a local farm. It was suggested that a walk round the village with a representative of Transport for Bucks (TfB) might be needed to raise maintenance issues with BCC. 	
18/010	10	Councillors' Reports <ol style="list-style-type: none"> Cllr MB reported on the MVAS and speed watch. He said the speed watch team needed practice with the sentinel. The suggested periods of equipment loans of one week should make this possible as well as being easier to rota. Cllr MC discussed dog bins, road sweeping and grass cutting. Cllr JD had nothing to report Cllr TG had nothing to report Cllr CH had nothing to report Cllr SS had nothing to report The Clerk reported that <ul style="list-style-type: none"> a request for re-painting the white line between Mount Pleasant and 13 Winslow Road was sent to Bucks County Council (BCC). It appears on their website as "to be repaired". Ref 40070541. The problem of running water on Shucklow Hill has been referred back to BCC by Anglian Water. GDPR general advice is that councillors have a dedicated email address for Parish correspondence. A member of the public reported that the grass on Hill Farm Lane had not been cut this year. The grass cutting contractor has been advised. a freedom of information request had been received regarding the "Mini Spinney". 	
18/011	11	Planning and Development	
		Application	Location
		Notes	
		a). Received:	
	18/00951/APP 22/03/2018 received 19/04/2018 respond by	Land East of Clare Farm Winslow Rd Little Horwood Bucks MK18 3JW	Creation of two ponds, earthworks, hibernaculum, and new natural habitat. LHPC has no objection to this application.
	18/00751/APP 16/03/2018 13/04/2018	The Hollows Winslow Road Little Horwood Buckinghamshire MK17 0PD	Change of use of an agricultural building to B1 & B8 use (light industrial, storage and distribution) Case officer Adam Thomas. LHPC objects to this application and has sent a letter

		17/02819/APP revised as 18/00179/APP	Maple Cottage 26 Mursley Road, Little Horwood, Bucks, MK17 0PG	Demolition of existing garage and erection of dwelling including new access. LHPC has no objection to this application.	
		b). Permitted			
		18/00465/APP	9A Mursley Road Little Horwood Buckinghamshire MK17 0PA	Two storey rear extension and insertion of new bathroom window. Awaiting remaining Planning Committees comments (drainage reservations). LHC objected to this application and spoke at the AVDC planning committee. Application approved 10/04/2018	
		16/03843/APP revised as 17/03604/APP	Land Adjoining 22 Mursley Road Little Horwood Buckinghamshire MK17 0PE	Erection of two maisonettes. Previous application withdrawn 12/06/2017 LHPC objects to this application. If the decision goes to committee, LHPC has said it will speak. Application approved 19/04/2018	
18/012	12	Planning and development – Issues arising. a). The Clerk reported problems contacting Bucks County Council legal department. County Cllr Chilver offered to help with this matter. b). The clerk asked the grass cutting contractor to side out The Green. Although the work has not yet been done, the contractor looked at the site and said that a maximum of 6 inches of grass overgrowth would need to be removed from the road.			AC AC
18/013	13	Devolution Walker Grounds Care was confirmed as the devolution contractor for the period 2018/2019.			
18/014	14	To consider placing an additional dog waste bin in Wood End by the entrance to the Spinney It was decided to purchase a bin and place it in the suggested site. The bin could be moved at a later date if the need arose.			AC
18/015	15	To consider a request for a contribution towards the cost of hosting the Little Horwood Village website It was resolved to request that LHPC be invoiced for £40.00 annually. This would ensure that the domain name would be owned by the village.			AC
18/016	16	Finance and administration 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. Clerk's ref LH 18.01 Little Horwood Memorial Hall Chq 001330 20.00 LH 18.02 LH Mem Hall Post Office Chq 001330 384.00 LH 18.03 LH Mem Hall Post Office Chq 001330 416.00 LH 18.04 123 Reg refund to Clerk (email address) Chq 001331 43.06 LH 18.05 NBPPC subscription Chq 001332 20.00 LH 18.06 Little Horwood Recreation Hall Chq 001333 36.00 LH 18.07 Donation to Little Horwood recreation Trust Chq 001333 1250.50 LH 18.08 Eon street Lighting power DD 161.82 LH 18.09 Walker Grounds Care Inv 310 Chq 001334 503.43 LHR 18.01 Grass cutting LHRG (paper transaction) Credit 197.50 Annual Governance and Accountability Return 2017/2018 b) It was resolved to approve and sign the Annual Governance Statement c) It was resolved to approve and sign the Annual Accounting Statement			
18/017	17	GDPR a). The proposed amendment for the Data Protection Bill to exclude parish councils from the definition of 'public authorities' was noted. b). The offer from BMKALC to provide data protection officer services for one year if required was welcomed. This would require membership of BMKALC but would not attract a further fee for parish council with a precept under £25,000.			
18/018	18	Business of the Annual Parish council Meeting a). Appointments to/representation on Outside Bodies: i. Little Horwood Recreation Ground Trustees SS ii. Little Horwood Trust Trustees MB/MC/JD/TG iii. Memorial Hall Management Committee Representative CH iv. Winslow and District Local Area Forum, NBPPC, others as per roles and responsibilities. b). Meeting dates for the year to April 30th 2019 are confirmed as: May 21st, July 16th, September 17th, November 19th, January 21st 2019. To be confirmed: March 18th 2019, Annual Parish Meeting (Mar/Apr 2019), Annual Parish Council Meeting (May 2019). c). The following will be sent out for review Standing Orders, Financial Regulations, Code of Conduct Complaints procedure			

		Handling freedom of information requests Press/media policy The Asset Register Risk Register	
18/019	19	Any other business None	
		Next Meeting The meeting closed at 9.15 pm The next Parish Council Meeting will be held on 16 th July 2018 at 8pm in the LH Memorial Hall. Signed: Chairman of the Meeting Date: 16 th July 2018	