

## Minutes

**|Meeting of Drayton Parslow Parish Council held via WebEx**

**on Monday 19<sup>th</sup> April 2021 at 7:30 p.m.**

**<http://draytonparslowparishcouncil.org.uk>**

**Parish Clerk: Susan Watson**

28<sup>th</sup> April 2021

Present: Cllr D Perry, (Chairman), Cllr J Bruce, Cllr H Harvey, Cllr E Wilson, Cllr A Batley, Cllr S Colborne-Baber, S Watson, (Parish Clerk), Local Election candidates Cllr Phil Gomm, Cllr Bob Eastoe

Meeting commenced at 7:30 p.m.

### **36.0 Apologies**

RESOLVED to accept Cllr Spavins' apologies. Cllr Wilson left the meeting at the start due to a personal matter.

### **37.0 Declarations of Interest & Dispensation requests**

To receive declarations under consideration in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012  
Cllrs Harvey declared an interest in item nos. 41.07 and 45 and Cllr Batley declared an interest in item no. 41.07

### **38.0 Minutes**

Members RESOLVED to approve the minutes and confirm the recommendations or resolutions therein of the meeting of the Parish Council held on 18<sup>th</sup> January 2021 DPPC/03/2021.

### **39.0 Parish Council Business**

#### **39.1. Broadband Gigaclear**

Cllr Harvey tried to go through the Sales Dept but has received no response

#### **39.2 Parking at Greenacre Hall/DPSSC and Securing of Rec Car Park**

Members noted that a resident has agreed to lock the car park and a sign will be displayed on the gate notifying the public. Following a complaint by a resident, the council RESOLVED to take steps to have certain vehicles removed from the lower car park.

#### **39.3 Western Power, BT and telegraph pole**

No response from BT to Western Power. If BT do not adopt the pole, it will not stay. Members RESOLVED to await an answer from BT and to explore alternative options for mounting a camera to cover the lower car park

#### **39.4 Ox Cambs Arc policy document**

Cllr Harvey explained that the document is a platform for information. Members RESOLVED to appoint a Councillor to take responsibility for the Ox Cambs information sharing when the new council is formed after the local elections.

#### **39.5 Damage to lamppost**

Members noted that no reply has been received from DPD or the driver. Members RESOLVED to escalate and inform the driver of escalation. Clerk to contact Police Liaison officer for advice.

#### 39.6 Elections

Members noted that only 4 Councillors have submitted Nomination papers. Clerk to contact other interested parties.

#### 39.7 Incorrect fittings on bollards

Members noted that the suppliers of the fittings have quoted the village school for replacement caps at £80 per cap. Members RESOLVED to approach Highways to fund the cost of the replacements as the bollards were installed through them. Clerk to contact Highways.

#### 39.8 Street Scene

Members noted that the contract has been renewed for the dog waste bins

#### 39.9 Mower Service

Awaiting the return of one mower following repair. The ride on mower has been serviced

#### 39.10 Financial training for RFO

Members RESOLVED to agree the training for the RFO and the RFO to make own arrangements

39.11 Volunteer to replace Cllr Harvey in erecting MVAS. Members noted that replacement batteries are required for the current portable sign, RESOLVED that Cllr Harvey to liaise on the purchase and arrange invoicing for the Council's share of the cost

Members RESOLVED to approach Stoke Hammond PC to discuss a permanent sign estimated capital cost £3,000. Clerk to contact them to discuss and confirm price of unit plus annual maintenance costs for budgeting purposes and the possibility of making a bulk purchase with other interested councils and to make contact with Community Boards for funding.

#### 39.12 Review of Standing Orders and Governance Documents

Cllrs to review the Standing Orders and Governance Documents and they will be discussed and formally reviewed at the next PC meeting

#### 39.13 Process for Annual Parish Meeting

Members RESOLVED to discuss the dates of the Annual Parish Meeting at the next PC meeting as at present there is no requirement to hold one due to the COVID crisis

#### 39.14 Proposal to form group of Parish and Town Councils for EWR and HS2 related issues

Members RESOLVED to liaise with Parish and Town Councils as issues arise.

### **40.0 Planning**

40.01 New Planning Applications discussed since last PC meeting

21/00539/APP Bunglars Hall Stewkley Road Drayton Parslow Erection of agricultural building – Awaiting decision. Members RESOLVED to approach Bucks Council for an extension as a site visit is yet to be carried out due to lack of resources and no signs have been displayed. Clerk to contact AVDC Planning Department.

21/00677/APP Land East Of Salden Close Drayton Parslow Erection of two semi-detached dwellings with attached garages – Awaiting decision

#### 40.02 Other Planning Matters & Updates

Backfields. Members noted that this case is to be reallocated to another Planning Officer.

#### 40.03 Neighbourhood Plan

Members noted that the Plan has been resubmitted for inspection following the formal consultation process. Cllr Perry to post an update on the PC website

40.04 Opt in planning contact list. Clerk to review current names against comments from residents regarding current open planning applications and issue an invitation for any additional subscribers.

### **41.0 Recreation Field/Play Area**

41.01 Pressure washing the MUGA

3 quotes received to clean the MUGA and Members RESOLVED to proceed with Dunns Windows and Gutters. Clerk to source quotes for new nets for budgetary purposes.

**41.02 Annual ROSPA Inspection of Play Area**

Members noted maintenance and monitoring carried out so far. Clerk to chase up order for additional wet pour.

**41.03 CCTV coverage within lower car park**

Members RESOLVED to source quotes for a pole to house a CCTV camera. Clerk to source and Cllr Perry to make measurements for height to give coverage of car park.

**41.04 Further work on the trees following the work carried out last year, following survey**

Members RESOLVED to keep monitoring

**41.05 Replacement lantern outside DPSCC**

Clerk to source further quotes

**41.06 Electricity bill to be paid by DPSSC for lamppost to be confirmed**

RFO to calculate final bill based on pro rata for entire lighting estate

**42.0 Buckinghamshire Council**

No updates

**43.0 Highways, Footpaths & Footways, Streetlighting, Devolved Services****43.01. Devolved Services**

Members noted that the Devolved Services Maintenance Contract has been awarded to Stewkely Enterprise Agency

**43.02 Rights of way across Carington Land**

Members RESOLVED that the Land Agent Office should be contacted in the first instance. Clerk to contact and Cllr Perry to provide suggested wording for formal approach.

**43.03 Update on grant request for further kerbing**

Members noted an update from the Community Boards Co-ordinator that the kerbing will need to be costed by Transport for Bucks and then brought to the Community Board for decision. Once TfB have completed the Project Initiation Document, it will be sent to the PC for confirmation on the works including the cost. This process will take a few months yet and funding decisions on TfB projects are likely to take place in the summer.

**44.0 Finance****44.01 Payment to mow the Church Yard**

Members noted that this payment has been made

**44.02 Precept request update**

Members noted that the Precept request was confirmed and received on 27 January 2021

**Internal Audit pricing**

44.03 Members noted that the auditor has been contacted by the RFO cost will be £50

**Account Balances:**

- The balances for the Lloyds Bank accounts are as follows:
- Treasurers Account                      £ 1,996.85 (as at 31 March 2021)
- BIA Account                                      £ 82,483.38 (as at 31 March 2021)
- Poor Land Treasurers Account      £ 771.25 (as at 31 March 2021)
- Poor Land Call Account                      £ 6,715.13 (as at 31 March 2021)

**Payments:****January 2021**

<b>Cheque #</b>	<b>Recipient</b>	<b>Service/Reason</b>	<b>Value (£+£VAT)</b>
954	D. Perry	Expenses	£31.00
955	A. Burden	Weed spraying/tree pruning	£140.00
956	H. Perry	Jan Salary	£57.65
957	S. Watson	Jan Salary; Expenses	£316.20

958	HMRC	PAYE Jan	£1.80
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## February 2021

Cheque #	Recipient	Service/Reason	Value (£+£VAT)
D/Debit	Wave/Anglian Water	Allotment water usage	£16.15
959	Nimbypest Wildlife Mgt	Mole traps and removal	£150.00
960	H. Perry	Feb Salary	£57.55
961	S. Watson	Feb Salary; Expenses	£396.39
962	HMRC	PAYE Feb	£1.60

## March 2021

Cheque #	Recipient	Service/Reason	Value (£+£VAT)
D/Debit	BT	Broadband/telephone 1/3/21-31/5/21	£205.68 (171.40 + 34.28)
963	Hon RFJ Carrington	Upper rec rent 25/3/21-28/9/21	£1,160.20 (980.17 + 196.03)
964	Hon RFJ Carrington	Allotment rent 25/3/21-28/9/21	£18.00 (15.00 + 3.00)
965	Greenacre Hall	Storage and electricity 4/20-3/21	£52.00
966	DP PCC	Churchyard upkeep	£750.00
967	A. Moore	Lamppost repair	£300.00
968	DP SSC	Post office hire (25% off)	£450.00
969	H. Perry	Mar Salary; Expenses	£67.55
970	S. Watson	Mar Salary; Expenses	£363.45
971	HMRC	PAYE Mar	£1.60

## Poor Land Charity (Jan. 2021)

Cheque #	Recipient	Service/Reason	Value (£+£VAT)
152	Three Horseshoes	Jan. – Mar. '21 Expenses	£1,240.00

## Income &amp; Expenditure Reports

- Interest: £18.15 FINAL (Change since last meeting: £2.04)
- Allotment rent: £254.64 FINAL (Change since last meeting: £25.12)

Members are asked to review and confirm the reports dated 31/1/21, 28/2/21 & 31/3/21 (FINAL)

The members RESOLVED that the RFO be instructed to adjust the bank mandates to reflect councillors who are not standing for re-election

**45.0 Allotments**

Members noted that the allotments are at full capacity.

**46.0 Dates of next meetings**

Monday 24<sup>th</sup> May 2021

Meeting ended at 8.57pm

Signed.....Date.....  
David Perry, (Chairman)

DRAFT