

**HANSLOPE PARISH COUNCIL, CASTLETHORPE ROAD, HANSLOPE, MK19 7LG.**

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**Minutes of the Meeting of Hanslope Parish Council, on Monday 9th October 2023 at  
7pm at the Hanslope Community Hall, MK19 7LG.**

**MINUTES**

**Present:**

Parish Councilors: -

D Courtman (Chairman)

E Price

A Andrew

Cllr L Andrews (MKCC Ward Cllr)

Clerk: G Merry

5 members of Public

**23.111 Apologies:** Apologies were received and accepted from Cllrs Wallond, Pacheco and Simpkins

**23.112 Minutes from previous meeting held 11<sup>th</sup> September 2023**

**MOTION:** To approve the minutes of the 11/9/23 meeting PROPOSED by Cllr Courtman SECONDED by Cllr Andrew and AGREED

**23.113 Declarations of Interest:** No items

**23.114 Public Participation:**

- i. A member of the public suggested there were issues with the planting around the village pond, including the newly planted trees which were in urgent need of water. Another member of the public agreed that the Ash tree, recently planted to replace one with dieback, would die if not watered. The clerk responded that a contract was in place and the landscape maintenance contractors were looking after the species around the pond. She advised that Cllr Simpkins, the PC's tree officer would be the best person to discuss this with and offered to put the member of the public in touch with him.
- ii. A member of the public had recently had a planning application refused and suggested the parish council might have discussed this with them before commenting. The clerk explained that the PC does not routinely engage with applicants before applications are resolved. Cllr Courtman iterated that the PC is only a consultee and has no say in planning decisions. The Gold St/Long Street/Castlethorpe Road junction was discussed.
- iii. Speeding in the village was raised. Cllr Andrew reported that the new Community Speedwatch initiative is having significant impact but more volunteers would be welcome.

**23.115 Council**

- i. **Clerk's Report:** September closed with income at £139,603 (103% of budget) and expenditure at £87,256 (64 % of budget). However, that percentage does not include money from EMRs, as those amounts are accounted for separately. A first draft of the budget for next year has been done and there were a number of queries. This is the time to plan projects and expenditure generally for next year, so it can be costed. The clerk advised that the precept the PC receives from the District Authority, is based on the budget agreed by Cllrs and the budget is based on plans for the year ahead. The precept is not based on the number of tax paying homes in the village, although this is a useful figure in calculating any increase to residents.
- ii. **Co-options:** The clerk advised that the 2 vacancies had been advertised for the statutory 14 days but no election had been requested, so the PC may now co-opt. She is working on a new co-option policy and felt it important to manage prospective councilors' expectations of the



parish councilor role and what they can achieve.

- iii. **Live Streaming Meetings:** Cllr Andrew stated that live streaming of PC meetings is becoming more common and she had been impressed by Castlethorpe PC's management of this and the resultant increase in engagement. This was discussed and both Cllrs Courtman and Price opposed the idea, due to the increase in exposure for Cllrs resulting in increased risk.

**MOTION:** To agree to progress towards the live streaming of meetings **MOTION FAILED.**

- iv. **White Ribbon Accreditation:** Cllr Andrew advised that this involved organisations taking a proactive approach to supporting women and girls, against violence/abuse and taking steps to raise awareness. PCs across the MK City area are making this pledge and it would require a male and female Cllr to champion this cause. It was agreed that all would look at the information on this, with a view to discussion and agreement at the next meeting.

- v. **Clarion/Village Newsletter:** Cllr Andrew had not yet been able to progress this and was hoping to have something out in time for Christmas.

- vi. **Village Website:** Cllr Andrew is due to meet with the editor of the current village website, with a view to streamlining this into a new one for Hanslope.

- vii. **Highways and crime updates:** Cllr Courtman reported from the Rural West Community Crime Forum, that the 3 PCSOs for the area will be reduced to 2, who must cover several villages in the area. The PCSOs will be permitted to assist with Speedwatch/SIDs. She is planning a meeting with local TVP officers to discuss policing levels for the village. Cllr Andrew underlined the importance of all crimes being reported to TVP, as this is how resources are allocated to an area.

- viii. **Speeding:** Cllr Courtman went through the SID data which still shows unacceptable levels of speeding on both Park Road and Hartwell Road. Cllr Andrew asked if there was a historical reason why the speed limit on Hartwell road varies between 30mph and 40 mph over such a small distance. It was agreed there was no apparent reason and Cllr Andrew will bring this up with Highways, with a view to implementing only a 30mph limit. Community Speedwatch appears to be having an effect on lowering incidences of speeding and the group were trying out different days and times etc. It was to be remembered that the group are giving up their free time voluntarily on behalf of the village.

- ix. **Bylaws:** Former Cllr Palmer had sent a summary of the process which the clerk had circulated. It was discussed and agreed to await the outcome of the enforcement trial Nov-Jan, before discussing potential changes to the byelaws.

- x. **Reports from Cllrs:** Cllr Andrew reported as follows:

- Flooding on Forest Road: Highways had investigated and had costed the work required at £100K. As the entire budget for the Borough is £150K, this will need to go to the full council for decision.
- Speed humps on Castlethorpe Road: Highways have assessed that these are compliant with regulations. However, one ramp will be relocated as it was built across a driveway.
- Market Square Potholes: The whole of market square is to be re-laid within this financial year.
- 'Watts Arms' Junction: Highways had assessed the junction as correctly installed and compliant with regulations. There were issues with the 'splitter' islands down centre of the road, as the signage kept being knocked down. Highways had advised that Bloor Homes are still responsible for the work and these islands were due to be removed. Cllr Andrew reiterated the need for everyone to make reports on the MKCC website, as work is allocated according to the volume of reports received.

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- Bloors and Davidson's estates: Both developers had requested for Highways to adopt their roads and this process is going through but will take time. Until then, the infrastructure is still the responsibility of the developers.

Cllr Andrew was thanked for her hard work on these issues.

### 23.116 Planning

**i. New Planning Applications – Sept/Oct :** The following new applications were considered. Agreed actions as per last column:

|              |                                                         |                                                                                                                                                                                            |            |             |
|--------------|---------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|-------------|
| 23/02131/HOU | Warren Farm Bungalow 56<br>Long Street Road MK19<br>7BW | Proposed front extension with extended accommodation within the roofline                                                                                                                   | 26/10/2023 | No Comments |
| 23/02174/HOU | Mulberry Manor 81<br>Hartwell Road MK19 7BY             | Proposed loft conversion with rooflights, new entrance gates and pedestrian access, single storey front porch, first-floor balcony at rear of the property and alterations to fenestration | 27/10/2023 | No Comments |

**MOTION:** To agree responses to applications, as above PROPOSED by Cllr Price, SECONDED by Cllr Andrew and AGREED

**ii. Enforcement matters and breaches within the conservation area:** No actions.

**iii. Revision of Neighbourhood Plan - update:** The next Steering Group meeting will be held on 12/10/23. 2 village consultation events will be held: Monday 23/10/23 at 7pm and Sunday 29/10/23 at 3pm – both in the Community Hall. Publicity materials (poster/flyers) were discussed and agreed at £249.90. Mr. Watson will organise these.

### 23.117 Finance

**i. Reconciliations and Financial Situation Report:** Cllr Price had checked the reconciliation reports to 30/09/23 and all 3 accounts balanced. The Accounts by Budget and Q2 Balance Sheet had been circulated and there were no questions.

**ii. Bank Signatory:** There was now only one signatory for the bank account, plus the clerk. Cllr Simpkins had agreed to act as a signatory.

**MOTION:** To agree Cllr Simpkins as a new bank signatory PROPOSED by Cllr Price SECONDED by Cllr Andrew and AGREED

**iii. Budget 2023-24:** The clerk asked for council's opinion on the following re. next year's budget: The fuel budget had been tripled for the current year. It was agreed a small % increase should be applied, due to continued uncertainties with oil-producing countries. The cost of implementing a full-time enforcement programme should come from the precept and not from EMRs. Cllr Andrew intended to apply to the TVP fund to part fund this.

**iv. Payments to be Agreed:** The list of payments had been circulated as follows:

| Date       | Invoice from         | For                                                      | Net        | Vat        | Total      |
|------------|----------------------|----------------------------------------------------------|------------|------------|------------|
| 06/09/2023 | DJT Surfacing        | Rec. Ground car park                                     | £14,705.75 | £ 2,941.15 | £17,646.90 |
| 13/09/2023 | Wave (Anglian Water) | Rec Ground June-Sept                                     | £ 129.76   |            | £ 129.76   |
| 19/09/2023 | MKCC                 | Repayment of unspent of \$106 (community hall)           | £ 9220.00  |            | £ 9,220.00 |
| 29/09/2023 | Almars Printers      | 2 x Haversham NHP + binding                              | £87.68     |            | £ 87.68    |
| 29/09/2023 | Almars Printers      | Speedwatch forms                                         | £146.67    | £ 29.33    | £ 176.00   |
| 25/09/2023 | Bruce Poole          | Training Session (£300 fee + travel £157.50 + £60 hotel) | £ 517.50   |            | £ 517.50   |

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|                           |                                  |                                                        |              |          |              |
|---------------------------|----------------------------------|--------------------------------------------------------|--------------|----------|--------------|
| 29/09/2023                | Tove Landscapes                  | Winter work - Rec ground-month 1                       | £ 798.00     | £ 159.60 | £ 957.60     |
| 30/09/2023                | Barbara Osborn Business Services | Payroll July – Sept                                    | £ 85.50      |          | £ 85.50      |
| 30/09/2023                | Anne Washington                  | Sept caretaking plus new latches                       | £ 434.00     |          | £ 434.00     |
| 01/10/2023                | Marcus Young Landscapes          | Sept bins and dog bins                                 | £ 781.00     | £ 156.20 | £ 937.20     |
| 02/10/2023                | Tove Landscapes                  | Waterside tree planting – Pond                         | £ 680.65     | £ 136.13 | £ 816.78     |
| 02/10/2023                | Tove Landscapes                  | Replacement tree planting - Warwick Road               | £ 552.26     | £ 110.45 | £ 662.71     |
| 03/10/2023                | Tara Davies                      | Hall and Pavilion cleaning – Sept                      | £ 150.00     |          | £ 150.00     |
| 03/10/2023                | Jackie Cass                      | Admin services - planning objection letters (14 hours) | £ 168.00     |          | £ 168.00     |
| 09/10/2023                | Roy Courtman                     | SID operation July-Sept                                | £ 240.00     | £ 48.00  | £ 288.00     |
| <b>Grant Applications</b> |                                  |                                                        |              |          | £ -          |
| 09/10/2023                | Village Hall                     | Annual Grant                                           | £ 5,000.00   |          | £ 5,000.00   |
| 09/10/2023                | Diane Kent - Santa Run           | Sweets and toys for Santa                              | £ 400.00     |          | £ 400.00     |
| <b>INVOICES PAID</b>      |                                  |                                                        |              |          | £ -          |
| 13/09/2023                | B&Q                              | Paint                                                  | £ 13.93      | £ 2.79   | £ 16.72      |
| 14/09/2023                | Amazon                           | Ink                                                    | £ 17.58      | £ 3.52   | £ 21.10      |
| 18/09/2023                | Budgens                          | Refreshments - training evening                        | £ 9.18       |          | £ 9.18       |
| 18/09/2023                | Hanslope News                    | Refreshments - training evening                        | £ 40.50      |          | £ 40.50      |
| 19/09/2023                | Hugo Fox                         | Website hosting                                        | £ 9.99       | £ 2.00   | £ 11.99      |
| 16/09/2023                | Amazon                           | A frame sign for car park                              | £ 36.62      | £ 7.33   | £ 43.95      |
| 19/09/2023                | British Gas                      | Hall Elec Mar - Sept                                   | £ 46.44      | £ 2.32   | £ 48.76      |
| 19/09/2023                | Adobe                            | Subs                                                   | £ 16.64      | £ 3.33   | £ 19.97      |
| 20/09/2023                | Tara Davies                      | Hall and Pavilion cleaning – August                    | £ 120.00     |          | £ 120.00     |
| 22/09/2023                | British Gas                      | Pavilion Elec - Aug - Sept                             | £ 132.17     | £ 6.62   | £ 138.79     |
| 25/09/2023                | Royal Mail                       | Postage - Haversham NHP                                | £ 4.80       |          | £ 32.47      |
| 27/09/2023                | British Gas                      | Pavilion Gas - Aug - Sept                              | £ 30.92      | £ 1.55   | £ 32.47      |
| 27/09/2023                | The Poppy Shop                   | 2 x wreaths                                            | £ 49.98      |          | £ 32.47      |
| 28/09/2023                | G Merry                          | Sept Salary                                            | £ [REDACTED] |          | £ [REDACTED] |
| 28/09/2023                | HMRC                             | Sept tax and NI                                        | £ [REDACTED] |          | £ [REDACTED] |
| 28/09/2023                | Bucks Pensions                   | Sept LGPS                                              | £ [REDACTED] |          | £ [REDACTED] |
| 30/09/2023                | BT                               | Phoneline & broadband                                  | £ 57.15      | £ 11.43  | £ 68.58      |

**MOTION:** To agree the payments as presented, PROPOSED by Cllr Courtman SECONDED by Cllr Price and AGREED

### 23.118 Recreation Ground

- i. **Groundwork considerations:** Issues with both the cricket and football pitches had been brought to council's attention and the contractor Tove Landscapes, had supplied quotes as follows: Football pitch: Backfilling of sunken drainage trenches, ram trenches with trench rammer to compress existing backfill, fill with soil and level, seed = £2444 + VAT. Cricket Pitch: Removal of cricket wicket perimeter fencing, including concrete below ground level. Holes to be backfilled with topsoil and seeded = £1076 + VAT

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**MOTION:** To agree to carry out the work as above for both pitches, PROPOSED by Cllr Andrew  
SECONDED by Cllr Courtman and AGREED

- ii. **Off-Lead Dog Area:** Cllr Andrew felt this was worth consideration. However, it would need to wait until the Public Open Spaces on the new estates were transferred to the PC.
- iii. **Weekend Reporting:** The clerk expressed concern that when incidents happen over a weekend, no one is available to be contacted. It was discussed and agreed that if incidents required someone to be contacted, then those concerned should contact the emergency services. No councillor or staff member could be responsible for such incidents.
- iv. **Gigaclear free Wi-Fi offer:** The clerk had written and requested the PC's caveat but had not received a response. She agreed to follow this up.
- v. **Development of Community Hall – update from working party:** No update.

#### 23.119 Village Projects

- i. **Update on Handover of Bloor's Land:** Cllr Simpkins had sent an update: Bloors had agreed to an early handover of the car park, on an 'as seen' basis. There was still no progress on the transfer of the Public Open Spaces. There was a discussion on the original intention of the car park, with Cllr Courtman believing that it was originally the intended drop-off and turning point for school buses and not necessarily for use by the Dr's surgery. Cllr Andrew expressed concern that this might impede the current plan for expansion of the Dr's surgery and the clerk offered to put her in touch with former Cllr Proctor on this matter.

- ii. **Increase to caretaker's rate:** It was agreed to increase the rate to £14/hour with immediate effect.

**MOTION:** To agree the caretaker's rate as above, PROPOSED by Cllr Courtman SECONDED by Cllr Andrew and AGREED

- iii. **Additions to the Landscaping Contract commencing March 2024:** There are some areas that were not included in the contract from MKCC and Cllr Simpkins is compiling these to add to the contract and to be agreed at the next meeting.

- iv. **36-38 Williams Close:** As detailed above, several areas in Williams Close fell into this category and the clerk asked for approval for clearance work adjacent to 36/38 Williams Close @ £428.40 + VAT.

**MOTION:** To agree a quote for the work as above PROPOSED by Cllr Price SECONDED by Cllr Courtman and AGREED.

- v. **Christmas Lights:** MKCC have now scheduled the work to the junction boxes, to be carried out within the next month. The clerk stated that once the work is completed, the PC will need to obtain quotes and action the work quickly, so she will need a specification drawing up. Cllr Andrew agreed to send details as far as she knows.

- vi. **Rec. Ground and Lincoln Court Play areas:** There was no update on this and the clerk agreed to make enquiries with MKCC. The clerk asked for consideration of a quote for £680, for installation of the large picnic bench in the play area. This was more complicated than originally thought due to its size and the quote was discussed and AGREED.

#### 23.120 S106 Projects:

- i. **Public Art Proposal:** Both the owner of the site and the Public Art Officer from MKCC, had agreed to the plans for a mural. The clerk and Cllr Courtman had met with a mural artist who was advising on costs, so that the clerk could finalise the budget for the S106 application. It was hoped this would be presented to the November Infrastructure Board
- ii. **Dr's Surgery:** Cllr Andrew was waiting for a response from the practice, that they are satisfied with the design plans. The question over the purpose of the car park at the Bloor's development



would need to be answered as this could affect the viability of the application.

- iii. **Solar Panels:** The report from the independent electrical survey had been chased up but still not received. Cllr Simpkins is approaching alternative suppliers.
- iv. **Working party for development of Longer-term Plan:** No progress.

**23.121 Allotment updates:**

- i. **Updates:** The committee had met on 5/10/23 and the minutes will be available on the website in due course but there were no real issues.
- ii. **Servicing the Machines:** It was agreed that the 4 machines currently available to rent out to tenants, are serviced at the end of the growing season. The quote for servicing was approximately £100 per machine plus transportation, with a total estimate of £500 and this was approved.

**MOTION:** To agree the cost of servicing, as above PROPOSED by Cllr Andrew SECONDED by Cllr Courtman and AGREED

**23.122 Date of Next Meeting:** 13th November 2023 at 7pm

Signed: .....

*D. J. Laughtman*

Date: .....

*13th Nov 2023*