

Minutes of the Meeting of Hanslope Parish Council, held on 10th October 2022 at 7pm, at the Community Hall, Recreation Ground, Hanslope.

Present:

Parish Councilors: -

M Palmer (Chairman)

R Simpkins

D Courtman

G Duffield

A Andrew

S Proctor

E Price

Clerk: G Merry

1 Member of Public

22.97 Apologies

There were no apologies. Cllr Gregory was absent.

22.98 Minutes from previous meetings held 26th September 2022

The minutes which had previously been circulated were agreed.

MOTION: to approve the minutes of the last 2 meetings PROPOSED by Cllr Andrew, SECONDED by Cllr Simpkins and AGREED

22.99 Declarations of Interest:

There were no declarations. Cllr Courtman stated that the current planning application 22/02434/NOTTEL has nothing to do with herself or her family and has been submitted by an external company wishing to upgrade a transformer on the land.

22.100 Public Participation:

A member of the public stated that it is coming up to 3 years since the finger post at the Gold St/Long St junction was knocked down and asked why it had still not been re-installed. Cllr Palmer explained the hold-ups and advised that it had been resolved at the last meeting, to take the post back from the blacksmith and install the post as is. He promised to action this straightaway.

22.101 Council

i. Clerk's Report

Income to 30/9/22 stood at £154,961 (118% of budget) and expenditure stood at £118,005 (89% of budget). Items funded from EMRs do not show in the accounts, so expenditure shows as high. Income is also showing as high, because the second part of the precept has been received. All is on track and it is important to consider the allocation of our EMRs and to this end a revised EMR budget had been circulated, taking into account new project plans and anticipated costs for items such as the Neighbourhood Plan (NP) review. The football club have advised that the pitch is now playable and have thanked the PC.

ii. Co-option of New Councilor

The 2 candidates had attended an informal meeting with the council and the clerk had circulated meeting notes summarising their interests and reasons for applying. Cllrs not present at that opted to abstain from voting.

MOTION: To co-opt Fiona Scott onto the council PROPOSED by Cllr Andrew SECONDED by Cllr Simpkins and AGREED.

iii. Highways and Crime updates

Cllr Courtman outlined the SID figures for one day on Forest Road which showed a slight decrease in speeding since the speed humps were installed. However, a speed of 70mph in a 30 limit had still been recorded. Cllrs expressed their sympathies with the family of the motorcycle rider killed near

Hatton Court recently and stated their dismay that a speeding mentality exists with so many motorists.

- iv. **Any reports from Cllrs, NAG Meeting, Community Forum:** Cllr Courtman had attended the NAG and it had been identified by the local police, that a community forum would be beneficial to discuss solutions to local crime, ASB etc. This had been arranged for Thursday 24th November 2022 from 7pm, in the Community Hall and all are welcome. It was agreed that although this was not a parish council event, the venue would be provided by the PC.

22.102 Planning

i. **New planning applications – Sept/Oct 2022. Discussion/agreement on PC responses:**

The following applications were considered and it was agreed **no consultee comments** would be submitted:

22/02408/PRIOR	Salcey Green Farm Forest Rd, MK19 7DE	Barn Conversion to commercial
22/02298/HOU	Maltings Farmhouse Newport Rd MK19 7LS	Remove 2 garage doors & brick pier, replace with double garage doors
22/02434/NOTTEL	Rose Lane Farm, Forest Road, MK19 7DE	28-day notification to install electrical comms apparatus
22/02502/FULM	Hanslope Primary School	Variation to condition 1 (of 20/03129/FUL) - revised GCN District License Habitat Impact plan.
22/02513/DISCON	Cuckoo Hill Farm, MK19 7HQ	Approval of details required by Condition 3 (re. 21/03408/FUL)
22/02493/ADV	Hanslope Village Hall, MK19 7NZ	Advertisement consent to display name on front of village hall in carved oak

Re: Application 22/02408/PRIOR, the case officer would be asked to provide more information.

MOTION: To agree the parish council's response to any applications PROPOSED by Cllr Price
SECONDED by Cllr Andrew and **AGREED**.

- ii. **Enforcement Issues:** No issues.

iii. **Revision of Neighborhood Plan: update from working group, including predicted costs.**

Consultant Neil Homer had provided a project plan along with a breakdown of his services and fees. This outlined 2 options for the progression of the review: 1 – a simple update modifying the current NP @ £13,650 + VAT plus expenses, OR 2 – a significant and longer review, to dovetail with MKC's Local Plan @ £24,050 + VAT plus expenses. Cllr Price advised that the steering group were recommending Option 2 and this was discussed and agreed. The clerk outlined how EMR's could be reworked to cover this cost, in addition to applying for a Localities Grant @ £18k over 2 years.

MOTION: To agree expenditure on consultants @ £24,050 +VAT plus expenses, PROPOSED by Cllr Andrew **SECONDED** by Cllr Courtman and **AGREED**.

22.103 Finance

i. **Reconciliations and financial situation report to Sept 30th 2022.**

The clerk had circulated the accounts to 30/9/22 and Cllr Price had signed off on the Sept. reconciliation reports. The clerk talked through the apparent £23,379 overspend on the Village Projects budget, advising that £18,612 of this was accounted for as projects funded out of EMRs (Church clock - £10,139, Defibrillator - £768 to-date and Pond work - £7705). Additionally, the new bins @ £4,468 was an accrued cost rolled over from 2021-22, making £23,080 in total.

ii. **Earmarked Reserves check and project priorities for 2023-24**

The clerk circulated the re-worked EMR account (appended) with proposed project timelines. Monies had been allocated to the Neighbourhood Plan, to the community grant fund and for new signage. Cllrs were happy with the allocations.

iii. **Approval of payments – Sept/Oct 2022, including consideration of any grant applications.**

The clerk had circulated the list of payments as follows:

Date	Invoice from	For	Net	Vat	Total
01/10/2022	RTM Landscapes	Lincoln Court hedge and bed work	£ 100.00	£ 20.00	£ 120.00
28/09/2022	RTM Landscapes	Sept Landscaping	£ 1,028.13	£ 205.63	£ 1,233.76
02/10/2022	Anne Washington	Sept caretaking + teak oil for bench	£ 389.99		£ 389.99
01/10/2022	Tove Landscaping	Sept Rec Ground Maintenance	£ 788.33	£ 157.67	£ 946.00
01/10/2022	Marcus Young Landscapes	Sept bins and dog bins	£ 710.00	£ 142.00	£ 852.00
08/09/2022	G Merry	Phone	£ 8.33		£ 8.33
08/09/2022	Tara Davies	Sept pavilion/Hall cleaning	£ 150.00		£ 150.00
Grant Applications					£ -
01/10/2022	Woodland's Children's Centre	Grant for rent deposit for 6 months	£ 288.00		£ 288.00
01/10/2022	Diane Kent	Sweets for Santa Run	£ 400.00		£ 400.00
PAID - Sept					
20/09/2022	Adobe	Subscription	£ 12.64	£ 2.53	£ 15.17
21/09/2022	Eon Next (DD)	Hall Elec	£ 24.25	£ 1.21	£ 25.46
21/09/2022	Eon Next (DD)	Hall Gas	£ 34.24	£ 1.71	£ 35.95
21/09/2022	British Gas Lite (DD)	Pavilion Elec 1	£ 55.82	£ 2.79	£ 58.61
21/09/2022	British Gas Lite (DD)	Pavilion Elec 2	£ 66.78	£ 3.34	£ 70.12
27/09/2022	G Merry	Sept Salary			
27/09/2022	HMRC	Sept tax and NI			
27/09/2022	LGPS	Sept pension			

MOTION: to approve invoices as presented, PROPOSED by Cllr Duffield SECONDED by Cllr Price and AGREED.

22.104 Recreation Ground

i. **CCTV Access:**

The clerk suggested a second authorised person would be useful for viewing CCTV footage when incidents arose and Cllr Andrew had volunteered. This was agreed and it was also discussed whether more CCTV was needed. The clerk advised that any incidents should be reported to her as she is keeping a record of these.

MOTION: To agree Cllr Andrew will have access to view footage PROPOSED by Cllr Palmer SECONDED by Cllr Duffield and AGREED.

ii. **Community Hall**

- **Accessible Toilet:** The clerk had obtained 4 quotes for the work and had circulated these, along with a reminder of the work specification. It was discussed and agreed that instead of coming out of EMRs, funding for this work should be sought from S106 funding. For this reason, a supplier would not yet be agreed and the clerk agreed to investigate potential S106 fund availability. Cllr Andrews offered to work on this with the clerk.

MOTION: To consider quotes for the installation of the accessible toilet: MOTION NOT REQUIRED

- **Storage for the Historical Society and installation of loft ladder/steps:** Cllr Palmer had shown members of the Historical Society, the loft space available, as they had considerable quantities of documents etc. and nowhere to store it. Due to the space being high up and currently only accessible by ladder, the Society members had stated they would consider the offer and revert back to the PC.

MOTION: To agree to offer storage and in principle, installation of loft ladder/steps: MOTION NOT REQUIRED.

- **Increasing Hall Usage:** The clerk had circulated the current weekly usage. Cllr Andrew suggested publishing photos of the Hall and other details on the website, with a view to increasing hiring, and offered to work on this with the clerk.
- **Winter Holiday Food and Activity Programme:** No update and Cllr Andrew advised that

the outcome of the Expression of Interest application was expected mid-October.

22.105 Village Projects

i. Installation of Gold St/Castlethorpe Road Finger Post:

This had been covered in 22.100. However, Cllr Andrew asked that the blacksmith could be invited to attend the next PC meeting to explain why the work had taken almost 3 years.

ii. Transfer of Car Park at Hanslope Fields Estate – update:

Cllrs Palmer Proctor and Courtman had attended a site meeting with representatives from Bloor Homes, at the Hanslope Fields Estate. The top car park is being repaired and re-laid before being handed to the PC as the nominee. The lower car park will also be repaired, with work completion expected before the end of the year. The Public Open Space (POS) areas were subject to a Landscaping Plan, as previously advised and these were also being finalised, although were not yet ready to be handed over. Bloors are obliged to maintain this area for 1 year from handover, after which the PC will take on the management and a commuted sum of £419,045 had been offered. Bloors were keen to bring adoption forward and if the PC agreed to this, there may be an additional payment. It was agreed to use the PC’s solicitor Richard Willis for the legal work involved and Cllr Proctor advised that adopting the area sooner, would allow the PC to settle into managing the area, financing etc.

iii. Installation of Cigarette Bin adjacent to the noticeboard:

Cllr Courtman had observed a large number of cigarette butts outside the shops/noticeboard area and suggested the PC install a cigarette bin. A wall-mounted bin from Glasdon @ £124.56 had been suggested. However, this would require permission from the owner and Cllr Courtman agreed to discuss this with him, prior to any decision on model etc.

iv. MK Play Association – Craft Packs

MKPA were offering craft packs for Halloween and for Christmas @ £2.50/pack. These had been popular last time and it was agreed to order 250 Halloween packs and 250 Christmas packs.

MOTION: To agree to the purchase of 500 craft packs @ £1,250 PROPOSED by Cllr Courtman SECONDED by Cllr Proctor and AGREED.

22.106 S106 Projects – Any updates

Cllr Palmer advised that the Doctor’s Surgery were waiting to hear back from the architect before the application could be submitted. Cllr Palmer had offered to help them find a suitable project manager.

22.107 Allotments:

No updates

22.108 Date of Next Meeting: 14th November 2022

..... Signed (Chairman)

..... Date

APPENDIX: HPC Reserves Policy - as at October 2022

Reserves 2022-23, Oct 2022 Update

	As at 30/6/22		As at 30/9/22	
GENERAL RESERVE:				
Budget for remainder of year	£	82,069.00		£ 49,733.00
PLUS 6 months fixed costs	£	80,000.00		£ 80,000.00
Total General Reserve	£	162,069.00		£ 129,733.00
Cash at bank - Savings AC	£	237,475.00		£ 237,475.00
Cash at bank - Current AC	£	96,233.00		£ 64,402.00
Total cash at bank	£	333,708.00		£ 301,877.00
Less general reserves	£	171,639.00		£ 172,144.00
PLUS Creditors (owing)				
PLUS Debtors (owing) - 2nd precept payment				£ 61,139.00
Total to earmark	£	171,639.00		£ 233,283.00
EARMARKED RESERVES:				
Suggested Earmarking				
Rec Car Park	£	11,000.00		£ 11,000.00
Rec Ground Accessibility Measures	£	5,000.00		£ 10,000.00
White 'gates'	£	20,500.00		£ 20,500.00
Community Hall Ceiling (PC contribution)	£	6,000.00	£6130 paid	£ 6,000.00
Accessibility Work to Community Hall	£	10,210.00		£ 30,000.00
Reserved against future devolved services	£	20,000.00		£ 30,000.00
Reserved against maintenance of new estates	£	20,000.00		£ 30,000.00
Outdoor Gym	£	45,945.00		£ 45,945.00
Defibrillator for north end of village	£	1,823.00	£268 paid	£ 2,000.00
Towards Skatepark if viable	£	15,000.00		£ 20,000.00
Towards community Orchard	£	5,000.00		£ 5,000.00
Pond Work (Gabions)				£ 7,705.00
New Signage and hedge - playground				£ 1,133.00
Community Grants (formerly unallocated)	£	11,161.00		£ 4,000.00
Move to Planning Budget for NHP				£ 10,000.00
Potential Earmarked Amounts	£	171,639.00		£ 233,283.00

Earmarked Reserves 2022-24 - Project

Suggested

Timelines

		As at 24/8/22	Status	Completion	Timeline
	EARMARKED RESERVES:				
2	Rec Car Park	£ 11,000.00	On hold pending investigation into Drains		Spring 2023
3	Rec Ground Accessibility Measures	£ 10,000.00	Offset gate removed - other to be discussed		2023-24
4	White 'gates'	£ 20,500.00	In progress (MKC)	Oct-Nov 22	
5	Comm Hall Ceiling PC contribution	£ 6,000.00	CIF grant agreed	Complete	
6	Other work to Comm Hall	£ 30,000.00	e.g. Accessible toilet		2023?

7	Reserved against future devolved services	£ 30,000.00			2023-24
8	Reserved against maintenance of new estates	£ 30,000.00			2023-24
10	Outdoor gym	£ 45,945.00	Planning application approved	Autumn 2022	
11	Defibrillator for north end of village	£ 2,000.00	Planned		Autumn 2022
12	Contribution to skatepark if feasible	£ 20,000.00			2023-24?
13	Contribution to Community Orchard?	£ 5,000.00			2023
15	Pond Work (Gabions)	£ 7,705.00		Complete	
16	New Signage and hedge - playground	£ 1,133.00			Autumn 2022
17	Community Grants (formerly unallocated)	£ 4,000.00			2022-23
18	Move to Planning Budget for NHP	£ 10,000.00			Autumn 2022
	Potential Earmarked Amounts	£ 233,283.00			