

HANSLOPE PARISH COUNCIL

☎ 07383 091319

✉ clerk@hanslopeparishcouncil.gov.uk

Minutes of the Meeting of Hanslope Parish Council on Monday 10th June 2024, 7pm at the
Community Hall, MK19 7LG.

MINUTES

Present:

D Courtman (Chairman)
R Simpkins
A Andrew
A Flatley (remotely)

W Pacheco
E Price
R Wallond

Clerk: G Merry

3 members of public

24.065 Apologies: Were received and accepted from Cllr Moore. Absent – Cllr Geary.

24.066 Minutes from previous meetings held 13th May 2024

MOTION: To approve the minutes of the meeting PROPOSED by Cllr Andrew SECONDED by Cllr Simpkins and AGREED

24.067 Declarations of Interest: Cllr Pacheco stated that he is the new chairman of the football club. Cllr Flatley stated he is now a member of the cricket club.

24.068 Public Participation: There was a brief discussion with the PCSO present, regarding the current spate of anti-social behaviour. The PCSO confirmed that patrols are now regularly undertaken.

24.069 Council

- i. **Clerk's Report:** At 31/5/24 Income stood at £87,944 (53%) and Expenditure at £32,053 (19%). This month has seen finalisation of some projects, such as the planter outside the shop, the hanging baskets and flower beds, the car park fence and the work to the main football pitch. The increase in ASB at the Rec. has continued but there are now clear CCTV images and these are in the hands of the police. These have been circulated around local schools and identification of the young people is awaited.
- ii. **Litter Pick (16/6/24):** Cllr Flatley has all the information and is organising the day.
- iii. **Rural Services Network:** The Rural Services Network had invited the PC to join. It was discussed and agreed to join on the basis of 'strength in numbers'.
MOTION: To agree to join the group @ £50 per year PROPOSED by Cllr Andrew SECONDED by Cllr Price and AGREED.
- iv. **New Noticeboard:** Cllr Courtman outlined the need for a new noticeboard and circulated information for a replacement @ £428.08. The clerk agreed to order this and it was further agreed that Cllr Courtman would order a 'header' board @ £150.
MOTION: To agree to purchase and install a new PC noticeboard as above PROPOSED by Cllr Courtman SECONDED by Cllr Pacheco and AGREED
- v. **Highways, Crime and Enforcement update:** The clerk advised there was evidence of 2 groups: one - younger teens around 12 years, responsible for the offensive graffiti, another - around 15 seen climbing on the football shelters and bus shelters. The clerk had circulated the April & May reports from the enforcement company. It was pointed out that the reports were really



too late arriving and did not identify any of the ASB that has taken place. It was agreed to arrange a review meeting with the company. A new officer will start w/c 10/6/24. **Highways:** Cllr Courtman confirmed Mr. Courtman has fixed the finger post at the 'Watts Arms' junction, which is now pointing the right way. She reported the SID data and Park Road continues to be an issue, with 60% of cars speeding on the way out of the village. The clerk had claimed for the knocked-down SID and the insurance has paid out. A replacement SID for Forest Road will be ordered. The clerk reported that installation of the poles by Highways, is still awaited but the 2 new SIDs have been paid for. The clerk will chivvy about this and Cllr Andrew asked to be copied in. Cllr Wallond reported that the CSW group has been active and has monitored the area of Gold Street adjacent to the 'Watts' junction. However, there was no evidence of speeding. The missing 'Long Street' sign on Hartwell Road has been reported and Cllr Andrew will follow up via Ward casework.

vi. **Any reports from Cllrs:**

- Cllr Price reminded all of the current MKC consultation on the plan to lower the speed limit on the main roads between Hanslope and Haversham. It was agreed the PC would support this initiative and the public would be encouraged to respond to the consultation.
- Cllr Andrew reported that the 2nd edition of the Hanslope Herald had been delivered throughout the village and the printing costs amounted to £736, of which all but £86 would be covered by sales of advertising. Cllr Andrew will invoice the donors and will claim reimbursement of printing costs.

24.070 Planning

i. **New planning applications June 2024.** These were discussed as follows (column 5):-

| | | | | |
|-----------------|---|---|------------|----------------------------------|
| 24/01068/FUL | Hedgerows Higham Cross Road Hanslope Milton Keynes MK19 7HP | Proposal: Change of use of land from Sui Generis to dwelling (Class C3). Proposed two storey rear and single storey side extensions to existing dwelling, demolition of existing kennels and outbuildings and construction of replacement detached garage | 17/06/2024 | NO COMMENTS OR OBJECTIONS |
| 24/01100/DISCON | Globe House 50 Hartwell Road Hanslope Milton Keynes MK19 7BZ | Approval of details required by condition 4 (Surface water drainage) of permission ref. 21/03369/FUL | 12/06/2024 | NO COMMENTS OR OBJECTIONS |
| 24/01083/HOU | Mulberry Manor 81 Hartwell Road Hanslope Milton Keynes 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 fenestrations | 19/06/2024 | NO COMMENTS OR OBJECTIONS |

MOTION: To agree the parish council's responses, as above, **PROPOSED** by Cllr Price **SECONDED** by Cllr Andrew and **AGREED**.

- ii. **Revision of Neighborhood Plan - Update from working group:** *The clerk advised that although it is currently the pre-election period, the Local Government Association had advised that Neighbourhood Plans, particularly revisions-only, are apolitical in nature. This one has no political content and therefore does not fall under the rules of 'purdah'.* Cllr Price reported that the Steering Group have completed revisions to all sections and the pre-submission Plan had been circulated. The Plan was discussed and it was agreed to recommend this without changes, to progress to the 6-week consultation stage, starting on 11/6/24. Cllr Courtman thanked the Steering Committee on behalf of the PC, for all their work and in particular non-councillors: Mr. Watson, Mr. Tivey, Mrs. Cass and Mr. Everington.

MOTION: To approve the pre-submission plan and to progress to consultation, **PROPOSED** by Cllr Andrew **SECONDED** by Cllr Pacheco and **AGREED**

24.071 Finance

- i. **Reconciliations and financial situation report to May 31st 2024:** The clerk circulated the accounts to 31/05/24 and Cllr Price confirmed reconciliation checks had been carried out for May. The clerk had submitted a formal complaint to British Gas re. the £21K debit taken, for gas usage in the Hall. BG had agreed this was an error caused by the installation of a new meter in February, which had been set to an incorrect reading. A refund had been agreed and was awaited. Once received, the % expenditure for the Community Hall budget line would reduce. The clerk circulated a proposed reworking of Earmarked Reserves amounts, to enable funding for the Christmas Lights and the Solar Panel project, in the event that the S106 application is unsuccessful. The revisions were agreed (appended). There were no other questions.
- ii. **Financial Regulations:** The new NALC Financial Regulations had been received and the clerk had carried out an analysis and circulated recommendations. Cllr Price had added suggestions and these were agreed. It was agreed to accept all recommendations and the clerk will publish the revised regulations on the website.

MOTION: To agree any amendments to the new Financial Regulations PROPOSED by Cllr Pacheco SECONDED by Cllr Price and AGREED

- iii. **Approval of payments, including any grant applications – May/June 2024:** The clerk circulated the list of payments for approval as follows:

| | | | | | |
|----------------------|-------------------------|--|------------|----------|------------|
| May | 6-7 x SWCAA payments | Allotments membership/insurance | 21? | | £ - |
| 22/04/2024 | Elan City | 2 x new SIDS | £ 4,679.98 | £ 936.00 | £ 5,615.98 |
| 05/04/2024 | Rialtas | Year End accounts | £ 868.00 | £ 173.60 | £ 1,041.60 |
| 07/02/2024 | MKPA | July Play Sessions | £ 1,485.00 | | £ 1,485.00 |
| 07/02/2024 | MKPA | Aug Play Sessions | £ 2,970.00 | | £ 2,970.00 |
| 31/05/2024 | Tove Landscapes | Planting to Flower bed around village signs | £ 310.00 | £ 62.00 | £ 372.00 |
| 31/05/2024 | Tove Landscapes | Landscape Maint. Annual Contract & Ponds - Month 3 | £ 1,954.16 | £ 390.84 | £ 2,345.00 |
| 31/05/2024 | Tove Landscapes | Reconstructed Planter outside shop (EMRs) | £ 3,100.00 | £ 620.00 | £ 3,720.00 |
| 31/05/2024 | Tove Landscapes | Hanging baskets | £ 240.00 | £ 48.00 | £ 288.00 |
| 31/05/2024 | Tove Landscapes | Car Park fence | £ 651.26 | £ 130.25 | £ 781.51 |
| 31/05/2024 | Tove Landscapes | Work to 'Main (top)' pitch | £ 2,265.90 | £ 453.18 | £ 2,719.08 |
| 31/05/2024 | Tove Landscapes | Clearance - allotment plot 24 | £ 60.00 | £ 12.00 | £ 72.00 |
| 31/05/2024 | Suez | May empties | £ 44.52 | £ 8.90 | £ 53.42 |
| 31/05/2024 | Anne Washington | Caretaking – May | £ 588.00 | | £ 588.00 |
| 31/05/2024 | Jackie Cass | Research/redrafting of documents & admin support (NHP) | £ 456.00 | | £ 456.00 |
| 01/06/2024 | Marcus Young Landscapes | May bins and dog bins | £ 794.75 | £ 158.95 | £ 953.70 |
| 03/02/2024 | ROSPA | Annual Play Inspection | £ 164.00 | £ 32.80 | £ 196.80 |
| 03/06/2024 | Tove Landscapes | Remove sunken post socket - trip hazard | £ 110.00 | £ 22.00 | £ 132.00 |
| 05/06/2024 | Kingdom LA | April enforcement contract | £ 988.00 | £ 197.60 | £ 1,185.60 |
| 05/06/2024 | Tara Davies | Hall and Pavilion cleaning – May | £ 225.00 | | £ 225.00 |
| 08/04/2024 | G Merry | PC Expenses - May-June | £ 286.50 | | £ 286.50 |
| INVOICES PAID | | | | | £ - |
| 20/05/2024 | British Gas | Hall Elec Apr-May | 30.99 | £ 1.55 | £ 32.54 |
| 20/05/2024 | Adobe | Subs | £ 16.64 | £ 3.33 | £ 19.97 |

| | | | | | |
|------------|-----------------|----------------------------|------------|---------|------------|
| 20/05/2024 | Hugo Fox | Website hosting | £ 9.99 | £ 2.00 | £ 11.99 |
| 20/05/2024 | British Gas | Hall Gas Apr-May | £ 55.31 | £ 2.77 | £ 58.08 |
| 20/05/2024 | British Gas | Pavilion Elec Mar-May | £ 101.14 | £ 5.06 | £ 106.20 |
| 28/05/2024 | Tesco | First Aid Supplies | £ 9.25 | | £ 9.25 |
| 28/05/2024 | G Merry | May Salary | £ 1,884.12 | | £ 1,884.12 |
| 28/05/2024 | HMRC | May tax and NI | £ 510.05 | | £ 510.05 |
| 28/05/2024 | Bucks Pensions | May LGPS | 697.32 | | £ 697.32 |
| 28/05/2024 | British Gas | Pavilion - Gas - April-May | £ 43.13 | £ 2.16 | £ 45.29 |
| 29/05/2024 | Ebuyer | New HP office printer | £ 228.78 | £ 45.75 | £ 274.53 |
| 30/05/2024 | British Telecom | Phoneline and Broadband | £ 70.48 | £ 3.52 | £ 74.00 |

MOTION: To approve invoices as presented, PROPOSED by Cllr Andrew SECONDED by Cllr Wallond and AGREED.

24.072 Recreation Ground

- i. **Review of previous resolution not to permit any trading in the Rec. Ground:** The insurance company advised as follows: That trading may be permitted providing the trader has their own PL insurance, a license from the Borough Council and carries out a Risk Assessment. The PC were also advised to risk assess. It was agreed that to minimise risk, any trading must take place in the overflow car park which must be coned off. Customers would park in the regular car park and walk across. It was agreed to trial this without charging, once the clerk had the paperwork in place. Traders would be expected to clean up afterwards and have their own power source.
MOTION: To agree to permit limited trading on a case-by-case basis PROPOSED by Cllr Simpkins SECONDED by Cllr Wallond and AGREED
- ii. **Request to serve alcohol at Hornet's Awards Day – 29/6/24**
One of the Hornets coaches had requested to serve low alcohol beers at the Awards Day and had provided his alcohol license to the clerk. It was discussed and agreed to allow this.
MOTION: To allow Mr. James Gregory to serve limited alcohol at the award's day PROPOSED by Cllr Andrew SECONDED by Cllr Pacheco and AGREED
- iii. **Repairs/work carried out update and actions from ROSPA Inspection:** The ROSPA inspection report had arrived and had been circulated. All areas were evaluated as low risk and it was agreed that no action was required.
- iv. **Request to make the MUGA bookable for tennis on Saturday morning:** The clerk advised that the MUGA is essentially a non-bookable facility but the Hornets have priority at certain times and this is managed via signage. The tennis coach had requested to book Saturday mornings from 9-11am for coaching session and would not be charging. It was discussed and agreed that the MUGA is well used for ad hoc play on Saturday mornings and so the request would only be agreed for one hour 9-10am and without guarantee of availability. The clerk will arrange suitable signage.
MOTION: To agree the sessions will be allocated from 9-10am but without guarantee of availability, PROPOSED by Cllr Andrew SECONDED by Cllr Pacheco and AGREED
- v. **Anti-social behavior incidents:** Racist and offensive graffiti had been written on the bench by the gym equipment and the perpetrators were caught on CCTV. The images had been shared with TVP and an officer had been in touch with the clerk and with Cllr Andrew. It was agreed that the council would not seek to pursue this through the courts as the perpetrators were thought to be around 12 years old. A consequential outcome was preferred, e.g. community

- service, repayment of costs etc.
- vi. **Additional CCTV:** Cllr Andrew will be meeting the CCTV contractor on 11/6/24. She suggested wireless, solar-powered cameras for those areas where there is no power source and this will be investigated. She requested that another Cllr take on responsibility for some monitoring and Cllr Wallond agreed to this.
 - vii. **Permit agreement for use of kitchen:** The clerk had reported open bags of rubbish and food waste had been left one weekend and although the hirer had apologised, there was still an issue with groups believing they were the sole users. The clerk circulated stricter wording in the Terms and Conditions and these were agreed. Additionally, it was agreed to implement a £100 fine for each time the kitchen/pavilion was not found in a clean and tidy condition.
MOTION: To agree to implement fines to the kitchen agreement @ £100 per incident, PROPOSED by Cllr Pacheco, SECONDED by Cllr Price and AGREED
 - viii. **Signage Update:** The clerk had submitted a project request to Highways for signage at the entrance to the Rec. Ground, on the assumption that the PC will be required to pay for this. She had asked the Road Safety Team at MKCC to support signage to the new Bloor's car park on Castlethorpe Road, in the hope that they might fund this. The team had been supportive and the outcome is awaited.

24.073 Village Projects

- i. **Update on Bloor's handover of car park and land:** Cllr Simpkins had heard nothing from Bloors on this. The requested snagging meeting with Davidsons had yet to be arranged. Cllr Wallond suggested he and Cllr Flatley work with the plans now received, to compile a comprehensive snagging list. The poor state of the play area was discussed and it was noted that the PC is unlikely to adopt it in its current condition.
- ii. **Christmas Lights:** MKCC had turned down the request for S106 money to fund this project. Highways had quoted £712.72 per lamppost x 6 = £4276.32. Added to this would be the electrical installation estimated to be @ £2550 and the new lights at approx. £480. It was agreed the PC would fund 6 lampposts in the High Street, to be converted and decorated this year and the reworked EMRs would cover this. Cllr Courtman advised that the planter on Gold Street would need a small fence around it at Christmas time, to protect the public.
MOTION: To agree reworking the EMRs to fund the lights for 6 lampposts, PROPOSED by Cllr Price SECONDED by Cllr Andrew and AGREED.
- iii. **Bucks Best Kept Village:** Cllr Simpkins reported that the hanging baskets and flower beds were complete and had met with general approval. Cllr Andrew will work on volunteers to repaint the fence at 2 Long Street.
- iv. **Potential Leasing of the 2 Long Street Site:** Cllr Andrew suggested approaching the owner to allow the PC to lease the site on a long-term lease at a peppercorn rent, on the understanding that the PC will work to develop an amenity for the village. If agreed, it will be necessary to carry out soil testing. The clerk agreed to approach the owner about this.

24.074 S106 Projects:

- i. **Overall S106 picture:** A working group of Cllrs Simpkins, Andrew, Wallond and Flatley will meet to discuss ideas and look at available amounts, on 12/6/24.
- ii. **Public Art proposal – update:** The MKCC officer had turned down the request to have 2 Hanslope councillors involved in the evaluation of tenders but had offered to send their shortlist to the PC for comment.
- iii. **Dr's surgery – update:** Cllrs Andrew will meet with the practice team on 12/6/24, to start progressing the project.
- iv. **Solar Panels – update:** Cllr Wallond reported that the application for S106 funding for the

balance, would go before the Leisure Team Board later in June. The clerk's suggested EMR reworkings were accepted and a decision would be made at the July meeting. The work to change from 2 meters to a single 3-phase meter, continued to be delayed by British Gas and the clerk will submit a formal complaint.

MOTION: To agree the re-working of the budget/EMRs pending the outcome of the S106 application – DEFERRED.

24.075 Allotments: Cllr Simpkins reported that 2 tenants will receive 28-day eviction letters. He requested a donation of £50 towards food for the BBQ and this was agreed.

24.076 Date of Next Meeting: 8th July 2024. The clerk reminded all that since there is no meeting in August, agenda items should be sent early for July.

Signed (Chairman): *D. J. Courtman*

Date: *8th July 2024*

APPENDIX – Earmarked Reserves Revisions agreed 10/6/24

| Earmarked Reserves 2024-25 | Agreed 01/04/2024 | Suggested revision if | |
|---|-------------------|-----------------------|---------------------------|
| | | S106 for Solar agreed | S106 for Solar not agreed |
| Community Grants | £1,000.00 | £1,000.00 | £1,000.00 |
| Rec Ad Hoc | £3,000.00 | £3,000.00 | £3,000.00 |
| Contribution to general landscaping | £5,000.00 | £5,000.00 | £5,000.00 |
| Community orchard | £2,500.00 | £2,500.00 | £2,500.00 |
| Planter/Lights/Flower beds | £9,000.00 | £3,500.00 | £3,500.00 |
| Additions to Bloor estate e.g.: - | £25,000.00 | £25,000.00 | £25,000.00 |
| (- additional landscaping) | | | |
| (- additional play equipment) | | | |
| (- skate park (if viable)) | | | |
| Christmas Lights upgrade | £5,000.00 | £8,000.00 | £8,000.00 |
| Top Pitch upgrade | | 2500 | 2500 |
| Total as agreed at Budget (Dec 23) | £50,500.00 | £50,500.00 | £50,500.00 |
| c/f from 2023-24 (unspent) | £ 14,478.00 | £ 14,478.00 | £ 14,478.00 |
| Potential to Earmark | £64,978.00 | £64,978.00 | £64,978.00 |
| Solar Project - if S106 not agreed: - | | | |
| Last year's unspent | | | £ 14,478.00 |
| Move across from general reserves | | | £ 7,710.00 |
| Amount needed to fund solar project (half) | | | £ 22,188.00 |