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|  | Great Horwood Parish Council |
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| DRAFT |
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| Minutes of the Ordinary Parish Council Meeting held on Monday 13th May 2024 at 7.30pm in the Village Hall, Great Horwood. |

Present: Cllr John Gilbey (JWG) Chairman, Cllr Caroline Cousin (CC) Vice Chairman, Cllr Jackie Goss (JG), Cllr Jonathan Evans, (JJ), Cllr Thomas Lee (TL), Sarah Biswell (Clerk), Bucks Cllr Sir Beville Stanier and 2 members of the public.

Please note, to comply with Data Protection rules, names (other than councillors or persons who have previously given their permission) will not be used in Great Horwood Parish Council Minutes.

***The proposed presentation from Cityfibre on behalf of Project Gigabit (as per the Agenda 7.5.2024) to the Parish Council only was postponed for a later date and did not occur before this meeting****.*

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|  | **To receive apologies for absence**  Bucks Cllr John Chilver, Mandy Cliffe (MC) |
|  | **To receive declarations of interest**  None. |
|  | **To elect the Chairman of the Council 2024/2025**  Cllr John Gilbey was unanimously re-elected as Chairman, proposed by Cllr Caroline Cousin and seconded by Cllr Jonathan Evans. |
|  | **To receive the Chairman’s declaration of Acceptance of Office**  The Chairman’s declaration of acceptance was received. |
|  | **To elect a Vice-Chairman of the Council for 2024/2025**  Cllr Caroline Cousin was unanimously re-elected as Vice-Chairman, proposed by Cllr John Gilbey and seconded by Cllr Thomas Lee. |
|  | **To appoint Representatives to outside bodies**   |  |  | | --- | --- | | BC Winslow and Villages Community Board | JWG/CC | | North Bucks Parishes Planning Consortium (NBPPC) | JWG/CC | | Village Hall | JWG/CC/TL | | Poor’s Allotments (Castlefields) | JWG/JG | | 2 Trustees to the Great Horwood and Singleborough  Recreation Trust (who will be members of the Recreation Committee) | CC/JE | |  |  | |
|  | **To appoint/reappoint members of the Committee of the Council**  Members to the Planning Committee and to appoint a Chairman.  Cllr Caroline Cousin was unanimously re-elected as Chairman and all Parish Councillors are members of the Planning Committee. CC (Chair) JE, JWG, JG , TL. |
|  | **Confirmation of the Minutes of the Parish Council meeting held on 9th April 2024**  The minutes were then agreed as a true record and were signed by Cllr Gilbey at the meeting. |
|  | **To consider matters arising from the Minutes of the last meeting (not otherwise included in the agenda)**  Clerk is still to review the Standing Orders/Disciplinary and Grievances policy **(Action: Clerk).** |
|  | **Annual Parish Meeting**  49 people attended this meeting. Refreshments were offered to the attendees. 6 bottles of wine and a cake were donated by a couple who reside in the village who held a party in the Village Hall on the previous Saturday evening. There was also a thank you card given as well which was on display. |
|  | **Public Participation Period**  A resident advised that there was still an issue with the water draining at the bottom of Willow Road, close to Nook Park. Cllr Gilbey agreed to visit the area again **(Action: Cllr Gilbey).** |
|  | **Report from Buckinghamshire Councillors**  Bucks Cllr Sir Beville Stanier was in attendance – the Chairman asked if they were any further with developing the planned sports hub in Winslow on the site of the former School – was there any update – he would check with colleagues and refer back to us.  In the Parish Council meeting held on 9th April 2024 it was asked if Buckinghamshire Council had any idea what funding would be available for community transport, as discussed at the most recent WVCB meeting. Again, Cllr Sr Beville Stanier would follow this up – the Clerk agreed to send this request by email again as a reminder to him.  The Chairman asked if there was a new Chair to the Winslow and Villages Community Board and Cllr Sir Beville Stanier confirmed that this was no longer Cllr Phil Gomm. A new Chairman elect is Cllr Jilly Jordan. |
|  | **Horwode Pece Management Committee Report**  Report was received and noted. Additional help is needed to increase the Working Party volunteers and Cllr Evans (JE) advised that he is trying to recruit further help on this.  . |
|  | **Footpaths Report** Report received and noted, with thanks, from the Footpath Monitor. |
|  | **Roads Report**  Nothing to report. |
| 16. | **Parish Maintenance**  A resident has emailed to ask about the trimming of the bushes/foliage on the verge of The Green as they could be a hazard for cars pulling out of The Green carpark. The Clerk had made enquiries with the Contractor who cuts the grass, and he has given a price of £25.00 to undertake the job – it was agreed to contact him and ask him to attend to this next time he is down here **(Action: Clerk).**  It was noted that 3 trees and a hedge in Liden Park by the High Street Homes development in Little Horwood Road are dead. They have been repeatedly replanted. The year Provisional period is almost up so it was agreed that this would be addressed with High Street Homes **(Action Clerk).**  The electricity substation on the Little Horwood Road, just past Weston Road has a substantial amount of weeds around the rose shrubs that were donated by Western Power. It was noted that this would be attended to at the next grass cutting session (as due the recent inclement weather grass cutting has started later this year). This needs to be monitored **(Action: Clerk).** |
| 17. | **Planning Report**  Report received. |
| 18. | **Issues arising from the Planning Report**  All Planning applications to be considered by the Planning Committee to the current date have had the responses submitted to Buckinghamshire Council. Cllr Gilbey asked Cllr Cousin about 23/03803/APP, where a barn conversion at Sunnyhill Farm had been refused. Cllr Cousin said that the decision letter gave one reason for the refusal as the fact that the proposed works were so extensive this would mount to a new build in the open countryside. This would contravene, *inter alia*, Policy 1 of the Great Horwood Parish Neighbourhood Plan. |
| 19. | **Other Planning Matters**  **The Crown**  Nothing further has been heard - this is being monitored by the Clerk through Buckinghamshire Council and further updates will be reported back when received **(Action: Clerk).**  **Nash Road**  The detention pond in Shorts Field will have a fence put around it, along with safety signage and a buoyancy aid, in the next few weeks. These are being donated by Lodge Park Homes.  Cllr Cousin is due to meet the Technical Director to agree all works to the green spaces prior to handover to the Parish Council.  There are a significant number of docks in the landscape buffer that will require attending to, whether this is to spray or strim them is undecided. It was thought that the landscape buffer would require a different contractor to maintain it. The ride on mower that the current Contractor has would not be suitable means of cutting the grass as the field is very steep and is only to be cut twice a year.  Cllr Cousin to enquire if all the properties have now been sold when she meets the Technical Director**. (Action: Cllr Cousin).** |
| 20. | **Report from the MVAS and Speedwatch**  No MVAS report received. Cllr Evans will speak to Mr David Taylor as he has been taking responsibility for the MVAS recently. Mr Taylor may wish to relinquish this role and it was agreed to place a note in the next Parish Pump to ask for a couple of volunteers for this.  The next anticipated Speedwatch monitoring will be by The Swan. |
| 21. | **Winslow Villages and Community Board**  The Parish Council were advised that the WVCB will shortly have a new Chairman as noted above – Cllr Jilly Jordan. |
| 22. | **To receive a report from any meetings attended**  Cllr Gilbey - NBPCC – 17th April 2024 – nothing to report  Cllr Gilbey/Cllr Cousin - Village Hall Trustees - 8th May 2024  Cllr Gilbey - Parish Liaison Meeting – 24th April 2024 – discussions on the Street Trading Licences – see Item 24. |
| 23. | **Biodiversity Policy**  The Parish Council have been advised by BMKALC that it is a legal requirement for a Biodiversity policy to be implemented. A sample policy and wording have been supplied by BMKALC – Cllr Lee agreed to work with the Clerk on this to produce a document for further consideration to bring back to the Parish Council for reviewing. Cllr Cousin suggested that the Church and Horwode Pece Management Committee should be consulted as they were significant landowners in the village. Various local issues were discussed, such as Allotments, St James Church etc and these can be taken into account when working through the document. **(Action: Clerk/Cllr Lee).** |
| 24. | **Street Trading Licences – letter for approval**  A letter has been prepared by the Clerk with assistance from Cllr Evans and it was sent to all Councillors to review and agree at this meeting. The deadline for the letter to be sent to Buckinghamshire Council is the 26th May 2024. It was resolved to accept this letter with one small amendment highlighted by Cllr Cousin and to send to BC before the deadline. **(Action: Clerk)** |
| 25. | **Unit Trust Bank – update**  To include Cllr Goss and Cllr Lee on the new banking mandate, a further form and ID for Cllr Lee was required – this document was signed by both Councillors, ID received and will be submitted to Unity Trust Bank for them to action. **(Action: Clerk).** |
| 26. | **Metrobank – update**  Confirmation has been received by the Clerk to allow online access to this bank account – this matter is now resolved. |
| 27. | **Report on Developments at Nook Park**  No further information received at this time. |
| 28. | **Update on EV Charging Points**  The deadline for bid submissions is the 12th June and then roughly 4 to 6 weeks to go through the evaluation, moderation and internal governance processes for Buckinghamshire Council to confirm a supplier and award the contract. Cllr Cousin requested that we need to make sure the legal side of this project is in hand – Clerk to make contact with the other Clerk’s to see if the legal firm that has been appointed to use is aware of the deadlines and is available to undertake the legal work required. **(Action: Clerk).** |
| 29 | **To receive and note correspondence**  A resident has contacted the Parish Council to ask about charging their EV on the street with trailing cables from their residence. Buckinghamshire Council have issued guidelines and these have been sent by email to the resident. |
| 30. | **Finance**  To approve schedule of payments requiring authorisation.    **Financial Regulation 1.5: Review of effectiveness of internal control.**  The effectiveness of the internal control has been reviewed by Cllr Cousin. She had considered it against the checklist in the AGAR and concluded that it was in order.  **Statement of Receipts and Payments for the year to 31 March and the accounting statements in the form of Section 2 of the Annual Governance and Accountability Return to be approved.**  These documents were available to the Parish Council and were noted. It was requested that the finalised documents be made available for all Parish Councillors to see 7 days before the next Parish Council meeting.  **Banking arrangements including bank mandate to be approved by PC**  It was resolved to approve the bank mandate with Unity Trust Bank as it currently stands with 3 Councillors  mandated to authorise payments.    **Report on verification of bank reconciliations - to be done every 6 months**  Cllr Lee who had agreed to report on the bank reconciliations going forward, suggested to report on the savings account every quarter. It was resolved to accept this.  Cllr Lee also confirmed that the remaining bank reconciliations for the finance year ending 31.3.2024 have been checked and signed. |
| 31. | **Items for the next meeting**  To approve schedule of payments requiring authorisation  RFO to present statement of receipts and payments to date under each head of budget  AGAR – including Governance Statement to be presented to Council for formal approval 2023/2024  Presentation of the Annual Return by RFO  Written report of internal auditor  Review of Financial Regulations document  To approve transfer of underspend from 2023/2024 Budget to Reserves Account  To approve the setting up of 2 new UTB Savings Accounts – Shorts Field and Liden Park |
| 32. | **Confirmation of date and time of the next meeting**  Monday 10th June 2024 at 7.30pm in the Village Hall. |

The meeting closed at 8.45 pm.

Signed Date

Chairman

**Horwode Pece Management Committee - Report to Parish Council**

**May 2024**

At the last Parish Council meeting I reported that we had ordered the replacement wood surround for both the Toddler and Teenage areas from REVIVE at a cost of £6,232.75 (+ VAT) for the reconstituted plastic timber sufficient for both areas. This purchase was confirmed on 5/04/2024 and will now take 7-8 weeks to be delivered. So, we now wait and expect delivery towards the end of this month.

Other than this, there is little more to report. The Rec. continues to be checked weekly. Now, almost every week, there is a comment in these reports as to the condition of the wood surround and also the old picnic table at the far corner of the Rec. These are known, have been noted, and will be addressed at the Working Party, when we know the final delivery date for the plastic timber.

Other than these damaged items, the Rec. is generally in good condition.

John Nicholls - Chairman

13/05/2024

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| **Planning Committee Report -** for meeting on 13 May 2024 (as at 13/5/24) | | | | | | | | | | | |  | | | |
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| Below are current and recent Planning Applications.  The Parish Council is invited to ratify the comments made to Buckinghamshire Council on behalf of the Planning Committee since the last meeting. | | | | | | | | | | | | | |  |  |
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| **CURRENT PLANNING APPLICATIONS** | | | | | | | | |  | |  | |  |  | |
| **Date Received** | | **Application Number** | | **Applicant** | | | **Site Address** | | **Details of Application** | | **Parish Council Response** | | **BC Decision** |  | |
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| **Determined** | | | | | | |  | |  | |  | |  |  |  |
| 2/1/24 | 23/03803/APP  Anna Shah | | | | Mr B Reddrop | | Sunnyhill Farm Little Horwood Road Great Horwood Buckinghamshire MK17  0NZ | | Demolition of the existing stables, carport/barn and removal of hardstanding.  Conversion of existing rural building to a single residential dwelling (Class Use  C3), creation of new access, garage and associated parking areas. | | Objection | | Refused |  | |
| 23/2/24 | 24/00579/ALB | | | | Mr Jones | | Ivy Farm 12 The Green Great Horwood Buckinghamshire MK17 0RH | | Listed building application for roof strengthening works | | No Objection | | Consent granted |  | |
| 7/3/24 | 24/00736/APP | | | | Mr & Mrs Cook | | Singleborough Stud Bletchley Road Great Horwood Buckinghamshire MK17  0RB | | Householder application for erection of first floor balcony, entrance canopy,  front dormer window, rooflights, oak effect and stone cladding, fascia and  soffits, rendering and fenestration alterations | | No objection | | Approved |  | |
| 18/3/24 | 24/00883/APP  Faye Hudson | | | | Mr and Mrs N Essam | | Braethorn 11 Little Horwood Road Great Horwood Buckinghamshire MK17  0QE | | Extension to existing garden building and change of use of land to the rear | | No objection | | Approved |  | |
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| **21/01/2021** | **21/00221/APP**  Kirsty Elliott | | | | J Hanson & Son | | Home Farm, 4 Winslow Road, Great Horwood MK17 0QN | | Erection of 16 new residential dwellings and the refurbishment and extension of the existing farmhouse, with associated access landscape and parking | | Objection | | Awaiting decision |  | |
| **21/01/2021** | **21/00222/ALB**  Kirsty Elliott | | | | J Hanson & Son | | Home Farm, 4 Winslow Road, Great Horwood MK17 0QN | | Erection of 16 new residential dwellings and the refurbishment and extension of the existing farmhouse, with associated access landscape and parking | | Objection | | Awaiting decision |  | |
| **09/08/2022** | **22/02490/APP**  Emma Mumby | | | | Mr F Engel | | The Crown Public House, 1 The Green, Great Horwood  MK17 0RH | | Householder application for the erection of a single storey rear glazed link extension, reinstatement of window of the front elevation, reinstatement of the attic timber casement window in the northern gable and the insertion of two conservation rooflights to the west facing roof slope. | | Objection | | Awaiting decision |  | |
| **09/08/2022** | **22/02491/ALB**  Emma Mumby | | | | Mr F Engel | | The Crown Public House, 1 The Green,  Great Horwood  MK17 0RH | | Listed building application for the erection of a single storey rear glazed link extension, reinstatement of window of the front elevation, reinstatement of the attic timber casement window in the northern gable and the insertion of two conservation rooflights to the west facing roof slope. Internal alterations to include removal of partitions and alterations to internal layout, installation of staircase, ensuite at first floor level and new fixture and fittings. | | Objection | | Awaiting decision |  | |
| **6/12/23** | **23/03802/CPE**  Danika Hird | | | | Mr & Mrs P Pearce | | Spring Hill Farm Little Horwood Road Great Horwood Buckinghamshire  MK17 0NZ | | Certificate of lawful existing use for the non-compliance with conditions 3 and  4 of 78/01811/AV - (3) The occupation of the dwelling shall be limited to a person solely or mainly employed, or last employed, in the locality in agriculture as defined in Section 290(1) of the Town and Country Planning Act, 1971 or forestry (including any dependants of a person residing with him)  or a widow or widower of such a person (4) The accommodation to be provided in the buildings hereby permitted shall be occupied as a single unit of private residential accommodation, and storage of caravans and construction of riding arena | | No objection | | Awaiting decision |  | |
| 12/1/24 | 22/03218/APP  Emma Mumby | | | | Mr Octavian Negrea | | Land To Rear Of Vine Cottage 3 Little Horwood Road Great Horwood  Buckinghamshire MK17 0QE | | Erection of 3 dwellings | | Objection | | Awaiting decision |  | |
| 25/3/24 | 24/00746/APP  Shelley Ghazi | | | | Stuart Parker | | Paddock View 15C Little Horwood Road Great Horwood Buckinghamshire  MK17 0QE | | Householder application for one and half storey rear extension and a side roof  dormer | | No Objection | | Awaiting decision |  | |
| 4/4/24 | 24/00952/APP  Emma Mumby | | | | Mr Connors | | 3 Nash Park Winslow Road Nash Buckinghamshire  MK17 0FD | | Change of use of land from a 1 pitch Caravan Site to a 2 pitch Caravan Site (2  Static Caravans & 2 Touring Caravans) alongside the retention and  conversion of Stables to Dayroom | | No objection | | Awaiting decision |  | |
| 10/4/24 | 24/01124/APP  Danika Hird | | | | Mr And Mrs L Zagrobelny | | 9 Weston Road Great Horwood Buckinghamshire MK17 0QQ | | Householder application for demolition of conservatory and erection of single  storey rear extension | | No objection | | Awaiting decision |  | |
| 22/4/24 | 24/01213/APP  Faye Hudson | | | | Mr and Mrs G Clay | | The Firs Spring Lane Great Horwood Buckinghamshire MK17 0QW | | Householder application for demolition of conservatory and erection of single  storey rear extension | | No objection | | Awaiting decision |  | |
| 26/5/24 | 24/01245/APP  Anna Shah | | | | Mr James Maddock | | Park Lodge Singleborough Lane Singleborough Great Horwood  Buckinghamshire MK17 0RF | | Householder application for Installation of a 15.2kWp ground-mounted solar  array | | No objection | | Awaiting decision |  | |

Key –

Colours

Green = applications determined since last report

Light blue = applications received in 2021

Yellow = applications received in 2022

Pink = applications received in 2023

Orange = applications received in 2024

Names are those of the Bucks application case officer