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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 Tuesday 12th December 2023 at 7.30pm in the Scout Hut, School End, Great Horwood. |

Present: Cllr John Gilbey (JWG) Chairman, Cllr Caroline Cousin (CC) Vice Chairman, Cllr Jackie Goss (JG), Cllr Thomas Lee (TL), Sarah Biswell (SB Clerk), Mandy Cliffe and seven 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.

Prior to the Parish Council meeting, certificates were awarded to the recipients of the Worthy Causes grants:

Great Horwood C of E School, Winslow and District Community Bus and 1st Great Horwood Girl Guides. Other organisations that were

unable to attend have been asked to attend the next Parish Council meeting to receive their award.

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|  | **To receive apologies for absence**  Cllr Jonathan Evans, Bucks Cllr Sir Beville Stanier Bt, Bucks Cllr John Chilver, Bucks Cllr David Goss |
|  | **To receive declarations of interest**  None. |
|  | **Confirmation of the Minutes of the Parish Council meeting held on 14th November 2023**  The minutes were 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)**  The hedges on the land by the side of The Crown are still overgrown and need to be attended to **(Action; Clerk).**  Devolution policy – revised Grass Cutting map submitted to BC – chase up confirmation required **(Action: Clerk)**  Policies and Standing Order amendments to be completed and brought back to the next meeting for approval **(Action: Clerk)**.  Financial Regulation amendment and publication – amended and published on GHPC website.  Clerk’s confirmed Salary – pay increase gone through and backdated to September and paid to Clerk.  Unity Trust Bank – information to be provided to all Councillors to look at alternative bank arrangement **(Action: Clerk)**  Invoices for using Scout Hut for meetings whilst Village Hall is being refurbished, PC work undertaken by Mandy Cliffe – chase up invoices **(Action: Clerk)**. Whilst discussing invoices, Cllr Cousin advised that the Parish Council had not received any invoices for payment from the Village Hall for the use of these facilities prior to it being closed and this needs to be looked into and requested **(Action: Clerk).** |
|  | **Public Participation Period**  A resident wished to thank the Parish Council for their work during the year and to wish a Happy Christmas and New Year.  A resident enquired if the Speedwatch memory card was still working - Cllr Gilbey would look into this **(Action: Cllr Gilbey).**  The Headteacher of the School wanted to advise the Parish Council on the update on the original Victorian School  Building. This has not been actively used for the past 2 years, apart from being utilised for storage space. The heating system was condemned 18 months ago. The Head Teacher and Governors have decided that they wish to keep this  Building and not “hand it back” to the Oxford Diocese, so a lot of construction work needs to be undertaken and  views/advice was sought from the Parish Council on any local tradespeople that could help the School restore the building.  Cllr Gilbey advised that Community Impact Bucks Grants may be available and to look into these.  A resident mentioned that the Arts and Crafts Group currently use that building for their club on Friday and were appreciate of the space offered. |
|  | **Report from Buckinghamshire Councillors**  No report received or Councillors in attendance at the meeting. |
|  | **Horwode Pece Management Committee Report**  Report received with thanks. |
|  | **Footpaths Report** No actual report received although the Footpath Monitor had sent a message via Facebook to the Clerk to advise that he had reported to Buckinghamshire Council that bridges across two ditches were getting worn out. BC have confirmed that they will deal with this issue. Locations of these were in Singleborough and at the new Solar Farm. |
|  | **Roads Report**  A vehicle has been reported as being abandoned on the Nash Road layby, it has a crack in the windscreen but is currently taxed and has a current MOT – due to expire April 2024.  No other Report has been received. |
| 10. | **Parish Maintenance**  **Dog Litter Bins**  Buckinghamshire Council do not have a current contractor so have advised that the Parish Council source and arrange for installation of the previously ordered bin. They have provided a link to a website that they use and research is being undertaken to source the correct bin (with a 56 Litre capacity) and a Ground post to secure said bin. Awaiting confirmation of delivery cost and then implementation **(Action: Clerk).**  **Planters**  The three residents that have volunteered to take on this role are now in contact with each other and the Parish Council await their plan for the next 12 month **(Action: Clerk**) |
| 11. | **Refurbishment of the Village Hall – update**  Work is progressing but unexpected items are still being discovered.  The plaster on the gable ends of the hall and in the toilets has failed. The cheapest remedy is stud wall, but the cost is £15k. The flooring that was to be used was Bamboo based, but the Village Hall have been advised against using this so they are waiting for alternative samples and pricing. A Village Hall Committee meeting is due to take place on the 13th December 2023 to review costs and potential savings that can be made.  A further S106 request has been submitted from Buckinghamshire Council which it is hoped to receive before Christmas. A further CEL invoice and AA&D invoice has been received for payment. |
| 12. | **Planning Report**  The Planning Report was received and noted. |
| 13. | **Issues arising from the Planning Report**  Cllr Cousin advised that the fee for submitting a planning application has increased as a result of the new Levelling Up and Regeneration Act. This might be the reason for the recent flurry of applications. |
| 14. | **Other Planning Matters**  **The Crown**  The Heritage Office at Buckinghamshire Council has been in correspondence with the Parish Council and has met the owner of The Crown on site recently. They have agreed on a membrane which is “bat safe” and have allowed the owner to proceed with covering the roof with the membrane as a more permanent solution than a temporary roof covering. She was advised that work has started and will be completed before Christmas. There does not appear to be any damage to the roof timbers or floor, but they are aware that there is a risk of damage on a daily basis while the roof is being covered. The Heritage Officer has advised that she will be checking on a weekly basis to make sure work is progressing. The Clerk is to monitor this **(Action: Clerk).**  **Nash Road**  Cllr Cousin advised that the Nash Road site (Lodge Park homes), is largely complete, but she has submitted a “snagging list” to Lodge Park Homes. Lodge Park Homes kindly donated a picnic table for the Amenity space, but unfortunately it was put in the Landscape buffer by mistake.  This needs to be moved.  Also they kindly agreed to put a pedestrian gate into the Landscape buffer and this is yet to be done.  There is a 5 Bar Gate to the east of the development to allow access to the amenity space for the River Authority and for grass cutting. According to plans there should be a 1.1m post and rail fence but this has been replaced by a small step over fence to the west.  Cllr Cousin has asked whether a variation had been agreed to this effect.  The vision swathe to both the north and south still needs clearing. To the north scrub has grown up where the tree stumps were removed, and this needs to be removed before the Parish Council can ask their contractor to take over management of this.  Lodge Park acknowledged these issues and said that they would address them in the New Year.  Mr Roger Jefcoat has kindly agreed to provide two black poplars for the amenity space. He and Cllr Cousin were due to plant these the previous weekend, but it was too wet.  They will revisit this after the Christmas holidays.  It was agreed by all Councillors that the name for the amenity space should be Shorts Field.  Cllr Gilbey has been approached by a resident concerning the S278 works for the new development.  Some pedestrians are having difficulty in getting access to the road near their homes due to the two kerb drop down. Cllr Gilbey will speak to the Local Area Technician to see if he can arrange a site visit to see what action, if any, can be taken **(Action:  Cllr Gilbey).** |
| 15. | **Report from MVAS and Speedwatch**  A report was received from David Taylor.  **9th October - 18 November 2023: Winslow Road position.**  85th Percentile speed = 37.3mph  85th Percentile Vehicles = 78,759 counts  **Max speed = 80mph on 18/10/23 @ 05:45**  **Total Vehicles = 92,658.**  Cllr Gilbey reiterated that in order for the Parish to take action against speeding in the village, the ideal way is to join the Speedwatch Group that needs more volunteers. |
| 16. | **Winslow and Villages Community Board**  Cllr Gilbey attending this meeting on 29th November 2023. Councillor Arif Hussain did not attend the meeting and that there were two presentations by guests from Carers Bucks and Trading Standards which were not particularly informative or useful and a very brief presentation on Corporate Update in which it was indicated that the Buckinghamshire Local Plan would not be completed until 2027.  The Chairman informed the meeting that the board is considering grants of £1000 to all the parishes to kickstart the provision of Youth Clubs and a second grant of £1000 to each parish for the introduction of Warm Places. He also said that he would like to improve community transport in the area. Cllr Gilbey informed the Chairman that Great Horwood has a S016 grant available for Community Transport but had so far not been able to find a way to utilise it. |
| 17. | **To receive a report from any meetings attended**  None attended apart from the one noted in Item 16 of these minutes. |
| 18. | **Report on Developments at Nook Park**  It was noted that correspondence from one of the residents of Nook Park had been published on social media concerning two tribunals currently in place. Cllr Cousin advised that we have still not received the original planning permission and would contact Cllr John Chilver again to see if this document is available. **(Action: Cllr Cousin)** |
| 19. | **Update on Fox Covert Solar Farm Ltd**  Heard nothing further from the Solar Farm, so Cllr Gilbey is chasing up the contact at Low Carbon for the Community Grant award to be paid to the Parish Council as per the agreement **(Action: Cllr Gilbey).** |
| 20. | **Update on EV Charging Points**  Cllr Cousin had contacted Steven Smith – Transport Strategy Office from Buckinghamshire Council - to enquire whether or not planning permission would be required for the charging point. He had not responded so she had asked the question of the Planning Department though the Town and Parish Councils Customer Service VIP line, (**Action: Cllr Cousin).** |
| 21. | **Roles and Responsibilities of Councillors**  These are attached to the minutes for further consideration of roles going forward. List to be sent to all Councillors for their consideration **(Action: Clerk).** |
| 22. | **To agree PC Meeting dates for 2024**  The next meeting on the 13th February 2024 is to be held at the Scout Hut. Future dates to be brought forward to the next meeting when it is hoped that there may be an official completion date for the Village Hall. (**Action: Clerk**). |
| 23. | **To receive and note correspondence**  There have been a few resident emails, including photographic evidence concerning the traffic travelling through the village from the new houses on the end of the Winslow Road. It was expected that there would be some additional traffic but some residents are concerned about the weight, size and length of some of these vehicles and negotiating the narrowing road and 90 degree bends within the village. The traffic management plans for the two sites have construction vehicles travelling via the A413 and not through the village. It was agreed that the Parish Council contact Roger Slevin (Winslow Town  Councillor) to ask what was the best approach on the traffic situation and what can we do. **(Action: Clerk).**  The Clerk made the Councillors aware of an informal Consultation on the Winslow Station Car Park from Buckinghamshire Council. Meeting due to take place 13th December 2023 from 12am at the Winslow Bowls Club. There will be a statutory consultation next year when further information will be available. |
| 24. | **Budget, Precepts, and Review of Reserves**  **a). To agree and approve the budget for the financial year 2024/2025.**  It was resolved to approve the draft budget presented at the meeting.  **b). To agree the precept**  The tax base had increased from 497.70 to 511.69. After discussions it was resolved to set the precept for 2024/2025 at £33,000. This would increase the Band D equivalent Parish Precept by 3.54%.  **c). To agree the reserves**  It was agreed that the total general earmarked reserve of £8,111.00 be noted. Cllr Cousin agreed to redraft the Reserves document and for it to be presented to the February 2024 meeting of the PC for adoption**. (Action Cllr Cousin).** |
| 25. | **Finance**  To approve schedule of payments requiring authorisation – this has been authorised.  RFO to present statement of receipts and payments to date under each head of Budget – presented and noted.  Report on Verification of bank reconciliations - Cllr Cousin has checked and signed the bank reconciliations from April 2023 to November 2023, with the exception of October 2023. The October reconciliation with be reported on at the next meeting.   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Great Horwood Parish Council Receipts and Payments 12th December 2023 (as at 8th December 2023)** | | | | | | |  |  |  |  |  |  | | **Payments TA** | **Payee** | **Type** | **Payment £** | **VAT** | **Ledger £** | |  |  |  |  |  |  | | **Balance B/F** | **14-Nov-23** |  |  |  | **7349.89** | | **Payments TA** |  |  |  |  |  | | GH 23.055 | Cardiaid maintenance contract | FPO | 267.6 | **44.6** | claimed | | GH 23.056 | Installation of litter bins James Betteress | FPO | 460 |  |  | | GH 23.057 | B&Q Auger repayment to Cllr Gilbey | FPO | 17 |  |  | | GH 23.058 | CEL Village Hall asbestos removal | FPO | 36998.49 |  |  | | GH 23.059 | Village Hall building inspection fee Bucks Council | FPO | 800 | **133.33** |  | | GH 23.060 | Clerk's salary including back pay | SO | 923 |  |  | | GH 23.061 | Supply and install new dog bin (Streetscene Bucks Council) | FPO | 347.52 | **57.92** |  | | GH 23.062 | Clerk's expenses - mileage to courses & printer ink | FPO | 51.58 |  |  | | GH 23.063 | nPower inv. IN09123153 | SO | 87.69 | **4.18** |  | | GH 23.064 | Barclaycard | DD | 156 |  |  | | GH 23.065 | AD&D inv. 5609 | FPI | 2,640.00 | **440** |  | | GH 23.066 | CEL Building works village hall inv. 89/111/23 | FPI | 42,981.28 | **7163.55** |  | |  | **Subtotal / Ledger balance Treasurer's account** |  | **85730.16** |  | **-78380.27** | |  |  |  |  |  |  | | **Receipts TA** |  |  |  |  |  | | GHR 23.10 | S106 money | FPI | 33132.08 | 0 |  | | **Transfer** | **From BIA** | **Transfer** | **5000** | **0** |  | | Various | Alloltment rents | FPI | 45 | 0 |  | | GHR 23.16 | VAT reclaim | FPI | 10904.35 | 0 |  | |  | **Subtotal / Ledger balance Treasurer's account** |  | **49081.43** |  |  | |  | **Ledger balance Treasurer's account** |  |  |  | **-29298.84** | |  |  |  |  |  |  | |  |  |  |  |  |  | | **Horwode Pece B/F** | |  |  |  | **7,814.02** | | **Payments HP** |  |  |  |  |  | | Nil |  | FPO | 0 |  | 7,814.02 | | **Sub Total** |  |  | **0** |  | **7,814.02** | |  |  |  |  |  |  | | **Receipts HP** | **NIL** |  |  |  |  | |  | **Total / Ledger balance Horwode Pece Acct** |  | 0 |  | **7814.02** | |  |  |  |  |  |  | |  |  |  |  |  |  | | **Business Instant Access B/F** | |  |  |  | **55046.28** | | **Transfers BIA** | Transfer to Treasurer's account |  | **5000** |  | **50046.28** | |  |  |  |  |  |  | | Receipts BIA |  |  |  |  |  | |  | Dec interest |  | 64.96 |  | 50111.24 | |  |  |  | 0 |  | 50111.24 | |  | **Total in BIA account** |  | **0** |  | **50111.24** | |  |  |  |  |  |  | |  |  |  |  |  |  | |
| 26. | **Items for the next meeting**  Financial limits in Financial Regulations to be reviewed and agreed  Report on review of Financial Regulations  Internal Auditor to be appointed |
| 27. | **Confirmation of date and time of the next meeting**  Tuesday 13th February 2024 at 7.30pm in the Scout Hut, School End, Great Horwood. |

The meeting closed at 8.53 pm.

Signed Date

**Chairman**

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

**December 2023**

As I reported for the last two months now, the Rec. is generally in good condition, but now flooded in places with much of the ground saturated, given the recent rains. There are always minor works and some on-going repairs reported in the Rec. checks including ‘cleaning bird poo of the swing seats’,  ‘raking the rubber chippings level’ and ‘cutting back hedgerows’, where branches hang across the path, this need is reported  by the Rec. check team every week and completed as soon as possible.  Over recent months, a number of the Rec. checkers had reported that the Zip-wire seat seemed low and that the rubber on the seat underside was cracked and in poor condition. Also, in many of the reports it was noted that some caps were missing from the Pullox and Balancing Beams.

This weekend, I went down the Rec. and replaced some of the missing caps. Also, I checked the Zip-wire seat height; it is not low, but correct at 21 inches, but I agree the rubber coating on the seat underside is breaking up and will need repairing. Still, the Zip-wire seat is perfectly safe to use. The caps missing from the Pullox and Balancing beam have been replaced, but not on the Navigator as we have no caps of the right size.

We maintain a list of jobs to be completed, either as minor works or at the next working party, as below:

* The wood surrounds of both toddler and teenage need to be replaced. This is the major project for the next two years. First the Toddler area, then next year the Teenage area; included in the 2024/25 budget.
* The underlay inside the SuperNova roundabout is torn in places and will need rebonding; it has been temporarily bonded and the rubber chippings racked level.
* Two of the timbers on the far goal are rotting and will need replacing (planned for the Spring working party). Some screws need replacing on the near goal.
* Slats on the roof of the shelter are rotting and will need to be replaced next year.
* The seats and table to the far S.E. corner is in poor condition; the seat will be removed at the Spring working party. Meanwhile, the VW/Audi bench provides good seating at the top of the Rec.

John Nicholls - Chairman

10/12/2023

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| **Planning Committee Report -** for meeting on 12 December 2023 (as at 10  December) | | | | | | | | | | | |  | | | |
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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** | | | | | | |  | |  | |  | |  |  |  |
| **05/02/2020** | **20/00409/APP**  Alice Culver  05/03/2020 | | | | Ms M McCarthy | | Land off Little Horwood Road, Nash MK17 0EJ | | Variation of condition 2 – change condition to permanent planning permission/consent relating to application 14/00107/APP (allowed on appeal) | | Objection | | Refused  29/11/23 |  | |
| **07/06/2022** | **22/01776/APP**  Catherine Dickson  05/07/2022 | | | | Ms S Isseyegh | | The Farmhouse,  Fair Winter Farm, Singleborough Lane, Singleborough, Great Horwood MK17 0RB | | Erection of a replacement dwelling together with associated development | | No objection | | Approved  1/12/23 |  | |
| 2/10/23 | **23/02955/APP**  Anna Shah | | | | Mr & Mrs C Scott | | Ashfield 31 Nash Road Great Horwood Buckinghamshire MK17 0RA | | Change of use of ancillary building to short term holiday let | | Objection | | Approved  22/11/23 |  | |
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| **21/01/2021** | **21/00221/APP**  Kirsty Elliott  18/02/2021 | | | | 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  18/02/2021 | | | | 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  06/09/2022 | | | | 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  06/09/2022 | | | | 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 |  | |
| **07/09/2022** | **22/03046/APP**  Kerby MacInnis  05/10/2022 | | | | Mr D Grainge | | Eastfield Farm,  Little Horwood Road,  Great Horwood  MK17 0NZ | | Construction of bund | | No objection | | Awaiting decision |  | |
| **01/11/2022** | **22/03218/APP**  Emma Mumby  29/11/2022 | | | | Mr O Negrea  Sub Blue Ltd  Grange Park  Northampton | | Land to rear of Vine Cottage, 3 Little Horwood Road, Great Horwood MK17 0QE | | Erection of 3 dwellings | | No objection | | Awaiting decision |  | |
| **6/9/23** | **23/02678/APP**  4/10/23 | | | | Ms S Isseyegh | | Fair Winter Farm Singleborough Lane Singleborough Great Horwood  Buckinghamshire MK17 0RB | | Construction of a welfare and handling facility building | | No Objection | | Awaiting decision |  | |
| 2/10/23 | **18/B3422/POA**  Antonia Liu | | | | BDW Trading Ltd | | Land Off Great Horwood Road Winslow Buckinghamshire | | Application to modify the period of marketing set out Schedule 1, clause 5.2  and 5.7 of the S106 planning obligation for 18/03422/AOP | | No impact on Great Horwood so offered no comments | | Awaiting decision |  | |
| 9/11/23 | 23/03445/ALB  Emma Mumby | | | | Mr Fridolin Engel | | The Crown PH 1 The Green Great Horwood Buckinghamshire MK17 0RH | | Listed building application for replacement of existing primary pub buildings clay tile roof and the secondary barn/coach house roof like for like (retrospective) | | No objection | | Awaiting decision |  | |
| 16/11/23 | **23/03466/APP**  Anna Shah | | | | Mr & Mrs A Barratt | | Croft Farm 33 Nash Road Great Horwood Buckinghamshire MK17 0RA | | Householder application for the demolition of the existing outbuilding and the  construction of a garden room and swimming pool | |  | | Awaiting decision |  | |
| 30/11/23 | **23/03720/VRC**  Danika Hird | | | | Mr & Mrs H Eliott | | Spring Cottage 28 Spring Lane Great Horwood Buckinghamshire MK17 0QW | | Variation of condition 2 (plans) 4 (tree protection measures) 5 (levels) 6 (hard  and soft landscaping) 8 (foul and surface water drainage) relating to  application 21/01713/APP (Demolition of existing dwelling and outbuildings  and the erection of a replacement dwelling with parking and amenity space  (amendment to planning permission 17/02935/APP) | |  | | Awaiting decision |  | |
| 30/11/23 | **23/03741/APP**  Faye Hudson | | | | Mr & Mrs D Grainge | | Eastfield Farm Little Horwood Road Great Horwood Buckinghamshire MK17  0NZ | | Erection of agricultural dwelling and garage | |  | | Awaiting decision |  | |
| 4/12/23 | **23/02957/APP**  Anna Shah | | | | Mrs Lorna Duggleby | | Sunnyhill Farm Little Horwood Road Great Horwood Buckinghamshire MK17  0NZ | | Removal of a mobile home and replacing with a stable block including small  hay barn, tack room, store room and feed room | |  | | 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 | |  | | Awaiting decision |  | |

Key –

Colours

Green = applications determined since last report

Orange = applications received in 2020

Light blue = applications received in 2021

Yellow = applications received in 2022

Pink = applications received in 2023

Names are those of the AVDC application case officer

Dates are when the application was received (column 1) and by when comments must be made (column 2).