



# Great Horwood Parish Council

Minutes of the Ordinary Parish Council Meeting held on 10<sup>th</sup> June 2019 at 7.30pm in the Village Hall, Great Horwood.

## Great Horwood Parish Council

Present: Cllr John Gilbey (JWG) Chairman, Cllr Caroline Cousin (CC) Vice Chairman, Cllr Jackie Goss (JG), Cllr Nigel Heywood (NH), Cllr Angela Mayne (AM), Cllr David Taylor (DT), Mandy Cliffe (MC Clerk), Sir Beville Stanier and 7 members of the public.

1.	<b>To receive apologies for absence</b> • All Councillors were present
2.	<b>To receive declarations of interest</b> • None
3.	<b>To receive the Chairman's declaration of office</b> (deferred from previous meeting) • Cllr JWG confirmed he was willing to stand as Chairman for a further year.
4.	<b>Confirmation of the Minutes of the Annual Parish Council meeting held on 13<sup>th</sup> May 2019</b> • The Minutes of the last meeting were approved without amendment.
5.	<b>To consider matters arising from the Minutes of the last meeting (not otherwise included in the agenda)</b> • A resident commented on item 19b of the Minutes of the Ordinary Parish Council Meeting held on 8 <sup>th</sup> April 2019. "Letter received regarding garden waste dumping at 17 Little Horwood Road". The correct address should read 17 The Green and the Minutes will be annotated accordingly. • item 26j -The Clerk advised that the cost of parking signage for the school given (£285) was net of VAT.
6.	<b>To Co-opt a new parish Councillor</b> • Mrs Julia Day was co-opted unanimously to fill the GH Parish Councillor vacancy.
7.	<b>To consider progress with recruiting a new Parish Clerk</b> One application has been received for the post of Parish Clerk. Cllrs CC and AM will arrange an interview. <b>(Action CC and AM)</b>
8.	<b>Public participation period</b> • A member of the public pointed out that the failed bridge on the junction of footpaths 5 and 7 has still not been repaired/replaced. The Clerk was asked to chase BCC Rights of Way Team to whom it had originally been reported by County Cllr Chilver in 2018. <b>(Action Clerk✓)</b> • A member of the public pointed out that a construction lorry heading for the Croudace site on Little Horwood Road, had transited through the village. It was felt that the Site Manager was doing his very best to stop this happening and that transgressors were left in no uncertain terms of the error of their ways. A sign was now in place saying no entry to construction traffic however, the Clerk was asked to investigate whether a sign could be provided for the opposite of the Little Horwood Road. <b>(Action Clerk)</b> • Dist. Cllr Sir Beville Stanier outlined progress towards the move to a Unitary Council on 1 <sup>st</sup> April 2020. He also advised that the Vale of Aylesbury Local Plan (VALP) main modifications would be published by the end of the month".
9.	<b>Horwode Pece Management Committee Report</b> The Report from the Horwode Pece Management Committee is attached to and forms part of these minutes (page 899).
10.	<b>Footpaths Report</b> a). Between 5 May and 6 June Footpath Monitor Mr Robert Deuchar has pruned, strimmed or mown as necessary all the Parish's Footpaths and its one bridleway. He has strimmed the line of Footpath No. 11 where it passes through a field of barley; this Footpath runs north-west and is between the Little Horwood Road by the house called "Hooters" (after local owls) and the A 421 road near to the roundabout. From the top of the hill the views are good to Quainton Hill, Brill and Steeple Claydon and it is quite dog-friendly with no stiles or livestock. He is not aware of any problems. b). To update progress on replacing stiles with footpath gates. The Ramblers Association has a backlog of work and has not been able to replace the two stiles in Great Horwood as yet. However, they hope that the work will be completed well before the original estimated date of October. The Clerk was asked to chase the landowner about the replacement/repair of the stile previously notified on footpath 5. <b>(Action Clerk).</b>
11.	<b>Roads Report</b> a). To receive a report on local roads and any problems with signage. No significant road works to report. The dates of the Pilch Lane road closure which should happen before 19 <sup>th</sup> July have not been given. • Cllr NH drew attention to the vegetation covering the sign on the corner of High Street and Winslow Road. Cllr DT was asked to speak to the landowner. The Clerk will then write to them requesting that hedges be trimmed. <b>(Action DT and Clerk)</b> b). Mr Mick Wood has nothing to report on the MVAS (Mobile Vehicle Activated Sign). A sentinel session was carried out on 20 <sup>th</sup> May but no vehicles were recorded travelling over 35 mph.
12.	<b>To consider the problem of pavement parking in the High Street</b> The Parish Council decided to ask PCSO Andy Piotrowski for his advice on the matter.

13.	<b>Planning Report</b> ● The Planning Report was noted and ratified.																
14.	<b>Issues arising from the Planning Report</b> None																
15.	<b>Other Planning Matters</b> Cllr NH asked about progress with the disability access to the village hall. This is currently being held up by the need to re-site the defibrillator.																
16.	<b>To receive a report on the Neighbourhood Plan Review</b> Cllr CC reported that ● the first meeting was held on 28 <sup>th</sup> May 2019 (the next meeting will be held on 9 <sup>th</sup> July 2019) ● there is now an NPR section on the PC website where the Minutes of the NPR Committee can be viewed. ● Aylesbury Vale District Council Forward Plans have been contacted to ask for a formal assessment of the housing need and the current status of housing delivery. A reply is awaited. ● a Planning Consultant has been approached to ask about costs for the NPR. He has agreed to attend the next NPR meeting. ● it was noted that a landowner had approached the PC requesting that a site be included in the revision of the NP. However, this can only be considered once the assessment of need has been completed and the landowner has been informed of this.																
17.	<b>Parish Maintenance</b> a). To report progress with repairing/staining the Parish Council noticeboard. Cllr DT confirmed that the noticeboard would be taken down shortly and its condition assessed. b). To report progress with the painting of the millennium waste bin. The Chairman thanked Dave and Aly Taylor. They undertook the very unpleasant task of cleaning the compacted waste from the bin and, once this was done, Aly painted it with Hammerite to counteract the rust. It is felt that the bin is deteriorating and may not last too much longer. c). To review the quotations for the summer planting of the village troughs and approve a contractor. It was decided to ask Jane Holland to plant, manage and maintain the planters. Up to £250 would be available to spend on summer plants and £20.00 for maintenance expenses.																
18.	<b>New Electricity Substation</b> a). To receive a report on a meeting with Western Power concerning the siting of a new electricity substation Little Horwood Road. Cllrs CC and DT met with Richard Haynes of Western Power. A short report is attached to these Minutes (page 900).																
19.	<b>To receive a report from any meetings attended</b> None																
20.	<b>To respond to comments received on</b> a). Willow Road Allotments A query was raised about the keeping of chickens on allotments. This is specifically allowed by statute under the 1950 Allotment Act. In the matter of welfare, it is the Parish Council's view that the tenant is responsible for ensuring the welfare of their livestock in accordance with legislation and the plethora of welfare guidance available. (Note - The Parish Council has no power to intervene in concerns of welfare other than to report suspected neglect to the appropriate authorities). Tenants keeping chickens are asked to ensure that they make every effort to reduce the presence of rats by good husbandry. The Parish Council offered to mediate on the positioning of the proposed coop if needed <b>(Action Cllr DT)</b> . b). Church Lane Allotments The Clerk asked for advice on what to do when tenants refused to clear their plots on handover. A new tenancy agreement has been circulated to Councillors for consideration at the next meeting, however, in the interim the Clerk was asked to research the cost of clearing and turning over derelict plots.																
21.	<b>To approve the Risk Register</b> The Risk Register was noted, approved and would be kept under review led by Cllr CC.																
22.	<b>To choose a cloud storage provider</b> It was resolved to open a Dropbox account for online storage and backup. <b>(Action Clerk)</b>																
23.	<b>To consider a policy on document archiving</b> It was decided to send all deeds, leases, old Minute books and important documents to the Buckinghamshire Archive for storage. <b>(Action Clerk)</b> .																
24.	<b>To consider an application from the Cricket Club for a grant towards pest control</b> It was resolved to offer the Cricket Club a one off sum of £750 towards the cost of pest control measures. This is the total amount currently held in the Great Horwood Recreation Ground Charity Reg. Charity No. 300268 (not to be confused with the GHSRT Reg. No.1119620) and comprises rent payments made by the Cricket Club over 18 months.																
25.	<b>To receive and note correspondence</b> None																
26.	<b>Finance</b> a). To agree invoices for payment. <table><tr><td>GH 19.016</td><td>BMKALC Good Councillor Guides Inv GCG 19-02</td><td>FPO</td><td>12.00</td></tr><tr><td>GH 19.017</td><td>Clerk's salary June</td><td>SO</td><td>558.57</td></tr><tr><td>GH 19.018</td><td>BT line rental &amp; Broadband June</td><td>DD</td><td>39.48</td></tr><tr><td>GH 19.019</td><td>E.ON street lighting power June</td><td>DD</td><td>124.43</td></tr></table>	GH 19.016	BMKALC Good Councillor Guides Inv GCG 19-02	FPO	12.00	GH 19.017	Clerk's salary June	SO	558.57	GH 19.018	BT line rental & Broadband June	DD	39.48	GH 19.019	E.ON street lighting power June	DD	124.43
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	GH 19.020	Walker Grounds Care Inv 408 May 2019	FPO	420.00
	GH 19.021	Walker Grounds Care Inv 415 June 2019	FPO	420.00
	GH 19.022	School traffic signs		342.00
	HP 19.01	RoSPA Play Safety Inspection		132.60
	HP 19.02	Weed Control fabric		15.96
	b). To note funds received			
	Receipts TA			
	GHR 19.01	Cricket Club rent	Credit	125.00
	c). The Council agreed the allocation of reserve funds totalling £29964.16 as follows:			
	<b>Project</b>	<b>Amount in £</b>		
	Maintenance of The Green	2000.00		
	Maintenance of the War Memorial	500.00		
	Defibrillator servicing	200.00		
	Traffic Calming & feasibility studies	4924.16		
	Legal challenges	5000.00		
	Contingency	8500.00		
	Office Equipment replacement	1500.00		
	Shortfall in Clerk's pay 2019 - 2020	1340.00		
	Crossing patrol reserve	6000.00		
	d). The Clerk was asked to investigate opening a Metro Bank free business account for rent paid by the Cricket Club to the Great Horwood Recreation Ground Charity (300268). <b>(Action Clerk)</b>			
	e). Barclaycard are carrying out credit checks prior to issuing a new card. This should be received soon.			
	f). It was resolved to pay any credit card debt by direct debit at the end of each billing month. <b>(Action Clerk)</b>			
	g). James McCafferty reported continuing difficulties in changing the village hall broadband provider but that he is persevering.			
	h). The Annual Governance and Accountability Return for 2018/2019 was circulated to Councillors. It was resolved to sign the relevant sections comprising the Annual Governance Statement and the Accounting Statement.			
27.	<b>Items for the next meeting</b> Cricket Club, Allotment Agreement, Worthy Causes			
28.	<b>Confirmation of date and time of next meeting</b> ● The next Parish Council meeting will take place on Monday 8 <sup>th</sup> July 2019 at 7.30pm in the village hall.			

The meeting closed at 9.10 pm

Signed \_\_\_\_\_ DRAFT \_\_\_\_\_

Date **8<sup>th</sup> July 2019**

**Chairman**

## **HORWODE PECE MANAGEMENT COMMITTEE - REPORT TO PARISH COUNCIL -JUNE 2019**

This month continues the project to build grassed ramps around each of the two play areas. We have arranged collection of the topsoil from Croudace Homes' site in Little Horwood Rd and delivered it to 'Horwode Pece'. This took three lorry loads to ship circa 36 tonne of topsoil, at a cost of £250 + VAT to hire a lorry.

Over the month, some remedial work has been undertaken down the Rec. in preparation for the above ground work; this includes:

1. Repair a loose rail forming part of the toddler log-surround,
2. Repairing and refitting the large section of log-surround that was damaged on the teenage area, and,
3. Install 'Weed Control' barrier material to the repaired log-surround, in preparation for the landscape contract work, once the contractor is agreed.

A bid to AVDC Micro-grants for this groundwork and landscaping has been prepared. As well as building the earth banks around the play areas, it includes an upgrade to the security cameras and some additional oak bench seating at places around the periphery path, currently used by dog-walkers and those exercising down the Rec. The security camera upgrades will now be able to record one month of movement, triggered by PIR,

and can transmit the data to a mobile phone or laptop over WiFi; they will be self-contained and rechargeable battery powered. The total cost for this project is £3312, including VAT, and we are applying for a grant of £2000. As the topsoil has been donated by Croudace Homes there should be only a small cost against the Recreation budget to complete this project, approximately £300.

The case will require endorsement by the Parish Council a draft is submitted with this report; we are only waiting on bank details from the Trusts treasurer. John Gilbey, as Chairman of the Parish Council, will then need to sign the endorsement, if we are to submit it. The deadline for submission, this month, is the 14<sup>th</sup> June.

The remaining maintenance works, once the landscaping work is complete, includes:

1. Replacing the woodwork on both sides of the tunnel,
2. Repair and re-fix the second rose trellis,
3. Repair the far goal net fixings to the ground,
4. One of the gravel boards near the footpath entrance has started to lift. This needs to be cut back to provide a level surface before it becomes a trip hazard.
5. Replace the covers on the toddler swing seats as part of routine maintenance.
6. Also, we aim to maintain the hedges, fill the cracks in the ground and re-install the paving under the various bench legs. Some of this work has started.

The date for the working party has still to be confirmed, but will now be after the landscaping work. We will be taking up the offer from the Scouts to help.

Lastly, 'Picnic on the Pece' was this Sunday, the 9<sup>th</sup> June, Giocoso played from 12.30 – 2.15pm with only a short break for their lunch, while those that attended picnicked. The weather was fine, the music great, while many children played on the Rec. equipment. An enjoyable time for all on this our tenth anniversary.

John Nicholls – Chairman  
9/06/2019

### New Electricity Substation on Little Horwood Road

- Cllrs Cousin and Taylor met with a representative of Western Power on 16<sup>th</sup> May 2019.
- Explained that the substation was needed for all houses east of Willow Road as well as the new development.
- Croudace Homes had offered plot on their land but it was too far from the substation that would be supplying the new one.
- They walked the length of Little Horwood Road and there were just two possible sites. One was the site originally proposed on the south side of Little Horwood Road to the east of Weston Road and the other was a new site very near this at the top of an access road running between the back gardens of The Close and Weston Road.
- This site would be better than the original as it was set back, but it was on private land.
- Weston Power subsequently approached the landowner but he was not prepared to sell so we have to accept that the site originally proposed is the only possible option.
- Western Power are coming under increasing pressure to get this work underway as it is necessary for the new houses that are being built South of Little Horwood Road

### Planning Committee Report - for meeting on 10th June 2019

Below are current and recent Planning Applications. The Parish Council is invited to ratify the comments made to AVDC on behalf of the Planning Committee since the last meeting.

### CURRENT PLANNING APPLICATIONS

Date Received	Application Number	Applicant	Site Address	Details of Application	Parish Council Response	AVDC Decision
<b>Determined</b>						
14/03/2019	19/00972/APP 19/00973/ALB Alex Armour 11/04/2019	Mr Nigel Essam	Braethorn 11 Little Horwood Road Great Horwood Bucks MK17 0QE	Single storey rear glass extension	No Objection	Approved 18/05/2019
<b>Pending</b>						
17/03/2016 03/05/2018 Amended	16/00877/APP Clare Bayley 31/05/2018 Amended Plans	Mr Paul Fello	Land off Nash Road	Residential development of 14 dwellings with associated garaging and parking and formation of new access	No Comment	Awaiting decision
03/05/2018	18/01455/APP Colm McKee 31/05/2018	Mr T Reilly & Ruston Planning Ltd	Nash Park Nash Road Great Horwood Buckinghamshire	Change of use of land to 13 Gypsy / Traveller pitches with associated works including, 13 no. mobile homes, 13 no. touring caravans, 13 no. day rooms, and 13 no. cesspits	Objection	Awaiting decision

12/07/2018	18/02403/APP Dale Jones 09/08/2018	Mrs Kirsty Asquith	17 Winslow Rd. Great Horwood Bucks MK17 0QN	Demolition and replacement of the existing cottage and outbuilding.	No Objection	Awaiting decision
25/07/2018	18/02740/ACC Not given 15/08/2018	Mr Dickens	Land To The North East Of Park Hill Farm, Bletchley Road, Great Horwood	Application for re-contouring of agricultural land using inert waste. (Land in Whaddon Parish)	No Objection	AVDC have objected to this application
08/10/2018	18/03421/AOP 18/03422/AOP Nicola Wheatcroft	Gladman Developments	Land Off Great Horwood Rd Winslow Buckinghamshire	Outline planning application for the erection of up to 235 (215) dwellings with public open space, landscaping and sustainable drainage system (SuDS) and vehicular access points from Great Horwood Road. All matters reserved except for means of access	Not consultees	
15/10/2018	18/03578/APP David Wood 12/11/2018	Mrs Patricia Berry	Vine Cottage 3 Little Horwood Road Great Horwood Bucks MK17 0QE	Erection of 3 dwelling	No Objection	Awaiting Decision
02/11/2018	18/03862/APP Dale Jones 30/11/2018	Mr M Moyles	Woodleigh Cottage 16 Nash Road, Great Horwood Bucks MK17 0RA	Demolition of existing dwelling and erection of 2 storey replacement dwelling	No Objection	Awaiting Decision
20/11/2018	18/00077/REF Appeals Officer 21/12/2018	Mr & Mrs Elliott	Spring Cottage 28 Spring Lane, Great Horwood, Bucks MK17 0QW	<i>"An appeal has been lodged with the Secretary of State against the Council's (AVDC) decision in respect of the above site". Ref: 17/02935/APP</i>	Objection	Awaiting Decision
20/11/2018	18/00076/REF Appeals Officer 21/12/2018	Mr Andrew Dewhurst	Land Rear Of Fir Tree Cottage S'borough Lane Singleborough Great Horwood Bucks	<i>"An appeal has been lodged with the Secretary of State against the Council's (AVDC) decision in respect of the above site". Ref: 18/02410/APP</i>	Objection	Awaiting Decision
10/01/2019	19/00086/APP Dale Jones 09/08/2018	Mrs Kirsty Askwith	17 Winslow Road Great Horwood Bucks MK17 0QN	Internal alterations to existing cottage with extensions, associated driveway and garage	No Objection	Awaiting Decision
21/01/2019 revised	19/00210/APP 19/00211/ALB Rebecca Jarratt 28 May 2019	Mr G Grant	The Crown PH 1 The Green Great Horwood Bucks MK17 0RH	Change of use of Public House and ancillary buildings to 1 x 4 bed and 1 x 2 bed dwelling	Objection	Awaiting Decision
01/03/2019 05/04/2019 (revised)	19/00732/APP 19/00734/ALB 29/03/2019 03/05/2019	Mr Mark Edmans	19 Little Horwood Road, Great Horwood, Bucks, MK17 0QE	Demolition of original flat roof extension, construction of new two storey side and rear extension. Erection of 1 metre iron rail fencing and drop curb	No Objection	Awaiting Decision
14/03/2019	19/00972/APP 19/00973/ALB Alex Armour 11/04/2019	Mr Nigel Essam	Braethorn 11 Little Horwood Road Great Horwood Bucks MK17 0QE	Single storey rear glass extension	No Objection	Awaiting Decision
08/04/2019	19/01299/APP Alice Culver 06/05/2019	Mr & Mrs T Slade	Springfield Barn 20A Nash Road Great Horwood, Bucks MK17 0RA	Single storey side and rear extensions	No Objection	Awaiting Decision
22/05/2019	19/01930/APP Alex Taylor 15/06/2019	Mr M Moyles	Woodleigh Cottage 16 Nash Road, Great Horwood Bucks MK17 0RA	Proposed side extension to converted barn	Passed to Planning Committee for comment	

Key –  
Colours  
Blue = applications received in 2016  
Pink = applications received in 2018  
Green = applications received in 2019

Names (column 2) 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).