



# Great Horwood Parish Council

Minutes of the Annual Parish Council Meeting held on 13<sup>th</sup> May 2019 at 7.30pm in the Village Hall, Great Horwood.

## Great Horwood Parish Council

**Present:** Cllr Caroline Cousin (CC) Acting Chairman for the meeting, Cllr Jackie Goss, Cllr Nigel Heywood, Cllr Angela Mayne (AM), Cllr David Taylor, Mandy Cliffe (Clerk), and 7 members of the public.

1.	<b>To receive apologies for absence</b> <ul style="list-style-type: none"> <li>Apologies were received from Cllr John Gilbey (JWG), Dist. Cllr Sir Beville Stanier and James McCafferty.</li> </ul> NB Declarations of Interest were omitted from the agenda. For the record no new declarations were received.										
2.	<b>To elect the Chairman of the Council for 2019 – 2020</b> <ul style="list-style-type: none"> <li>Cllr JWG was unanimously re-elected as Chairman, seconded by Cllr AM.</li> </ul>										
3.	<b>To receive the Chairman's declaration of office</b> <ul style="list-style-type: none"> <li>This item was deferred until the next meeting due to Cllr JWG's absence</li> </ul>										
4.	<b>To elect a Vice Chairman of the Council</b> <ul style="list-style-type: none"> <li>Cllr CC was unanimously elected as Vice Chairman, seconded by Cllrs DT &amp; NH.</li> </ul>										
5.	<b>To Co-opt a new parish Councillor</b> <ul style="list-style-type: none"> <li>The prospective candidate was unable to attend this meeting and would be co-opted in June.</li> </ul>										
6.	<b>Parish Clerk</b> <p>a). It was noted that the Parish Clerk designate had resigned. Advertisements for a new Clerk will be placed in Focus and on Facebook.</p> <p>b). it was resolved to increase the Clerk's weekly hours to 10 with a salary of £558.57 per month (annual salary £6702.80).</p> <b>(Action Cllr CC And Clerk)</b>										
7.	<b>The following representatives to outside bodies were appointed/reappointed:</b> <table border="0"> <tr> <td>a). Bucks County Council Winslow and District Local Area Forum (LAF)</td><td>JWG/AM</td></tr> <tr> <td>b). North Bucks Parishes Planning Consortium (NBPPC)</td><td>JWG/CC</td></tr> <tr> <td>c). Bucks Playing Field Association (BPFA)</td><td>DT</td></tr> <tr> <td>f). Village Hall (includes JWG as ex-officio)</td><td>JWG/AM/CC</td></tr> <tr> <td>g). Poor's Allotment (Castlefields) Trustees</td><td>JG/AM</td></tr> </table>	a). Bucks County Council Winslow and District Local Area Forum (LAF)	JWG/AM	b). North Bucks Parishes Planning Consortium (NBPPC)	JWG/CC	c). Bucks Playing Field Association (BPFA)	DT	f). Village Hall (includes JWG as ex-officio)	JWG/AM/CC	g). Poor's Allotment (Castlefields) Trustees	JG/AM
a). Bucks County Council Winslow and District Local Area Forum (LAF)	JWG/AM										
b). North Bucks Parishes Planning Consortium (NBPPC)	JWG/CC										
c). Bucks Playing Field Association (BPFA)	DT										
f). Village Hall (includes JWG as ex-officio)	JWG/AM/CC										
g). Poor's Allotment (Castlefields) Trustees	JG/AM										
8.	<b>The following members of Committees of the Council were appointed/reappointed:</b> <table border="0"> <tr> <td>a). Members to the Planning Committee</td><td>CC/JG/JWG/AM</td></tr> <tr> <td>Cllr CC was appointed as Chairman of the Planning Committee</td><td></td></tr> <tr> <td>b). Members to the Recreation Committee</td><td>JG/JWG/NH</td></tr> </table> <p>It was decided to ask the next co-opted Councillor to fill the fourth post. The Recreation Committee is a PC committee. It will be responsible for planning the new playground on Land North of Little Horwood Road.</p> <table border="0"> <tr> <td>c). Trustee to the Great Horwood and Singleborough Recreation Trust</td><td>NH/DT</td></tr> </table>	a). Members to the Planning Committee	CC/JG/JWG/AM	Cllr CC was appointed as Chairman of the Planning Committee		b). Members to the Recreation Committee	JG/JWG/NH	c). Trustee to the Great Horwood and Singleborough Recreation Trust	NH/DT		
a). Members to the Planning Committee	CC/JG/JWG/AM										
Cllr CC was appointed as Chairman of the Planning Committee											
b). Members to the Recreation Committee	JG/JWG/NH										
c). Trustee to the Great Horwood and Singleborough Recreation Trust	NH/DT										
9.	<b>To update councillor contact details</b> <ul style="list-style-type: none"> <li>The Councillor Contact list was approved and will be circulated by the Clerk <b>(Action Clerk)</b></li> </ul>										
10.	<b>The payment of the following annual subscriptions was agreed:</b> <p>Subscriptions to the following organisations were agreed:</p> <p>Bucks Association of Local Councils (BALC)</p> <p>Aylesbury Vale Association of Local Councils (AVALC)</p> <p>North Bucks Parishes Planning Consortium (NBPPC)</p> <p>Bucks Playing Fields Association (BPFA)</p> <p>Society of Local Council Clerks (SLCC)</p> <p>The following subscription would not be renewed</p> <p>Community Impact Bucks</p>										
11.	<b>Confirmation of the Minutes of the Parish Council meeting held on 8<sup>th</sup> April 2019</b> <ul style="list-style-type: none"> <li>The Minutes of the last meeting were approved with one amendment. Para 4c - the reference to the Parish Council paying James McCafferty's Dropbox subscription was removed as JM has resigned as the Parish Clerk designate.</li> </ul>										
12.	<b>To consider matters arising from the Minutes of the last meeting</b> (not otherwise included on the agenda) <p>6b. Cllr DT kindly volunteered his wife to repaint the millennium bin on The Green.</p> <p>13a. Cllr DT confirmed that the refurbishment of the wooden PC noticeboard was in hand.</p>										
13.	<b>Public participation</b> <ul style="list-style-type: none"> <li>PC Ian Carter and PCSO Andy Piotrowski gave a briefing on crime in Great Horwood. There have been 2 reports of criminal damage in the period from 13/04/2019 to 13/05/2019 but no thefts or burglaries. Thames Valley Police have assisted with enforcement matters at Nash Park and the Road Safety Team has been giving presentations on safe driving and rural crime. A number of speeding drivers have been caught in Winslow using automated number plate recognition equipment (ANPR). A permanent speed camera is planned for Winslow. A tool marking and crime prevention meeting is planned in the near future and the PC would help with publicity. PCSO Piotrowski was invited to attend the weekly post office in the village hall to talk to residents.</li> <li>A member of the public asked whether anything could be done about pebbles on driveways that gravitate onto pathways.</li> </ul>										

	● A member of the public asked if the hedges could be trimmed on the footpath adjacent to the Cricket Club.																			
14.	<b>Horwode Pece Management Committee report</b> The Report from the Horwode Pece Management Committee is attached to and forms part of these minutes. Cllr CC advised that the annual RoSPA Playsafety inspection had been carried out on the Pece with no serious issues being reported.																			
15.	<b>Footpaths Report</b> a). Footpath Monitor Mr Robert Deuchar reported that half the Parishes footpaths have been inspected and pruned and the remainder will be completed in June b). To consider funding a footpath gate on the junction of footpaths 4 and 5. This request was previously made in October 2018. It was turned down due to the difficulties with the sloping terrain. The PC decided not to change their decision. <b>(Action Clerk)</b> c). Mr Deuchar reported that the bridge on Footpath 4 (Pilch Lane to Adstock) where it meets the Adstock boundary, has been replaced. There is now a footbridge with metal handrails.																			
16.	<b>Roads Report</b> a). To receive a report on local roads and any problems with signage. ● BCC will be working on Little Horwood Road between 9 <sup>th</sup> May and 9 <sup>th</sup> June. There will be some carriageway incursion but delays are not anticipated. ● BT will be working between 15 <sup>th</sup> - 17 <sup>th</sup> May opposite the end of The Close with traffic lights, installing duct in the footway. ● Anglian Water will be working between 15 <sup>th</sup> – 17 <sup>th</sup> May on B4033 for stop taps replacements. Due to traffic lights and/or road incursion there may be some delays. b). Mr Mick Wood has nothing to report on the MVAS (Mobile Vehicle Activated Sign) ● Cllr NH drew attention to the vegetation covering the sign on the corner of High Street and Winslow Road.																			
17.	<b>Planning Report</b> ● The Planning Report was ratified.																			
18.	<b>Issues arising from the Planning Report</b> ● Cllr CC advised that planning application 19/00530/APP from Mr Grainge (for accommodation to monitor a suckler herd on Little Horwood Road) had been withdrawn for technical reasons and would be re-submitted. ● Cllr CC advised that plans for 19/00210/APP & 19/00211/ALB had been revised. The new plan was to pave two thirds of the grass frontage for parking. Cllr CC would draught a response objecting to the change. She reiterated the PC's and residents objection to the sale and change of use. <b>(Action Cllr CC)</b>																			
19.	<b>Other Planning Matters</b> ● The Neighbourhood Plan review committee will be chaired by Cllr CC. Other members are Secretary, David Saunders, Sarah Biswell, Jackie Goss, Wally Hammond, and David Mayne.																			
20.	<b>To receive a report from meetings held</b> a). an NBPPC meeting was held on 1st May 2019. The Minutes of the meeting have been received and would be circulated after the meeting.																			
21.	<b>To approve the Risk Register</b> It was decide to defer this item until the next meeting.																			
22.	<b>Parish Maintenance</b> a). Cllr DT confirmed that the refurbishment of the noticeboard was in hand. b). It was decided to delay approving the summer planting of the parish troughs until quotes had been received from Jane Holland and Heady Plants. The offer to water and maintain troughs from Jane Holland was welcomed and will be considered at the next meeting																			
23.	<b>To consider the request from the Cricket Club for financial assistance for dealing with a rabbit infestation.</b> It was agreed that Cllr DT would approach the Cricket Club for more information and to find out what they have been doing to help themselves. It was noted that the Football Club had not asked for assistance with their rabbit problem. <b>(Action Cllr DT)</b>																			
24.	<b>To receive and note correspondence</b> Letters have been received from ● The Queen's Pageant master asking whether the village would like to participate in celebrating the 75 <sup>th</sup> anniversary of VE day on the weekend to 8 <sup>th</sup> to 10 <sup>th</sup> May 2020 (street parties, bell ringing etc). ● TSB about changes to the mobile banking app. TSB cheques and cash can now be paid in at post offices using a TSB paying in slip. The bank no longer requires customers to give a month's notice if they wish to leave. ● BCC, advising of its "Keep it Local" workshops around the county. Town and parish councils can help design how they would like to work with the new Buckinghamshire Council from 1 April 2020. Places must be booked in advance. d). Letter asking for support for Merchant Navy day on 3 <sup>rd</sup> September by flying the "Red Ensign". More details can be found on the website. e). The Lord Lieutenant asking for support for Armed Forces Day to be held on Saturday 29th June, at Wycombe Air Park, Booker, Marlow SL7 3DP, 12:00 noon to 6:00pm. Tickets are free but must be booked in advance. A request has also been sent out for volunteers to help on the day. ● Buckinghamshire Expressway Action Group (BEAG) objecting to the Oxford Cambridge expressway. Other correspondence ● Two new legal notes from NALC about Local Council help for village halls and the Human Rights act. ● House of Lords Select Committee report on the rural economy.																			
25.	<b>To report on the 2019 Annual Parish Meeting</b> The Minutes of the Annual Parish Meeting are awaited.																			
26.	<b>Finance</b> a). To agree invoices for payment.  Clerk's ref <table><tr><td>GH 19.009</td><td>Clerk's salary May</td><td>SO</td><td>446.85</td></tr><tr><td>GH 19.010</td><td>BT line rental &amp; Broadband May</td><td>DD</td><td>39.48</td></tr><tr><td>GH 19.011</td><td>E.ON street lighting power May</td><td>DD</td><td>120.40</td></tr><tr><td>GH 19.012</td><td>Highway &amp; Solar Solutions</td><td>FPO</td><td>342.97</td></tr></table>				GH 19.009	Clerk's salary May	SO	446.85	GH 19.010	BT line rental & Broadband May	DD	39.48	GH 19.011	E.ON street lighting power May	DD	120.40	GH 19.012	Highway & Solar Solutions	FPO	342.97
GH 19.009	Clerk's salary May	SO	446.85																	
GH 19.010	BT line rental & Broadband May	DD	39.48																	
GH 19.011	E.ON street lighting power May	DD	120.40																	
GH 19.012	Highway & Solar Solutions	FPO	342.97																	

	GH 19.013	Information Commissioners Office	DD	35.00
	GH 19.014	Walker Grounds Care April 2019	FPO	420.00
	GH 19.015	Zurich Insurance	FPO	1223.45
	b). To note funds received			
	Receipts TA			
	GHR 19.01	AVDC Precept		14601.00
	c). It was decided to defer the allocation of reserves until the next meeting.			
	d). JM has advised that changing broadband provider to Vodaphone was proving challenging and asked if the PC would approve the second choice of Plus Net. The PC approved the change. <b>(Action Clerk)</b>			
	e). The Barclaycard has been received. The Clerk will liaise with JM to destroy the current card and arrange for the account to be updated with her details. A new card will be requested. <b>(Action Clerk)</b>			
	f). It was agreed that Clare Black would be approached to see if she would be willing to audit the 2019/2020 accounts. <b>(Action Clerk)</b>			
	g). EON was asked whether they could offer a better deal on the parish's unmetered supply for street lighting. Prices have risen considerably in the last year. The Clerk would ask JM to ask speak to Eon. <b>(Action Clerk)</b>			
	h). TSB has returned the application form (the PC is requesting changes in authorised signatories) for the third time. It was previously pointed out that TSB had included inaccurate information. The correct list of current signatories has now been received. <b>(Action Clerk)</b>			
	i). Cllr CC was appointed as councillor with responsibility for verification of bank reconciliations in accordance with Financial Regulation 2.2			
	j) The PC approved the application from the GH School Governors for funds to buy parking signage for the School - £285.00.			
27.	<b>Items for the next meeting</b>			
	Risk register/document backup and archiving/allocation of reserves/Cricket Club/planters/new councillor/acceptance of Chairman's declaration			
28.	<b>Confirmation of date and time of next meeting</b>			
	<ul style="list-style-type: none"> <li>The next Parish Council meeting will take place on Monday 10<sup>th</sup> June 2017 at 7.30pm in the village hall.</li> </ul>			

The meeting closed at 9.05 pm

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

Date **10<sup>th</sup> June 2019**

## **Caroline Cousin, Acting Chairman of the Annual Parish Council Meeting**

### **Horwode Pece Management Committee - Report to Parish Council May 2019**

This month we have pursued the idea of building grassed ramps around each of the two play areas. The initial quote for this work, from Moore's Landscape Services was £2310.46 + VAT, and would involve laying 36 tonne of soil as the ramps, then grassing it. After the last Parish Council meeting, John Gilbey approached me suggesting that the new development down Little Horwood Rd. may be able to provide us with the topsoil. John and I approached Richard Veitch, the site manager, and he agreed to provide the topsoil provided we could collect it. I think he was a little taken aback when I asked for 36 tonne, but after thinking about it he agreed. So, in this month we have obtained three quotes for shifting the topsoil and it will be collected and moved this coming Monday; cost for the transport, £250 + VAT.

In the meantime, we are chasing quotes for the landscaping part of the work. The second quotation for the work, assuming we have the 36 tonne of topsoil, was £1218.46, to distribute the topsoil around the two play-areas, landscape and grass ramps on all sides of the play-areas. Thus, the donation of topsoil by Croudace Homes' site manager will have saved us £842 + VAT, once we have paid to shift the topsoil. We are still waiting for the third quote, but should have it by Tuesday this week.

On 8th May, we held the Horwode Pece management committee meeting, these are held three times per year to plan work and activities down the Rec. At this meeting, it was agreed that the priority work was installing soil surrounds to the two play-areas and that the Spring Working Party would be delayed until the soil surrounds have been done. Some remedial work would be undertaken in the meantime, to allow the laying and landscaping of the soil surround. This work includes:

1. Repair a loose rail forming part of the toddler log-surround, and,
2. Repairing and refitting the large section of log-surround that was damaged on the teenage area.

- Installing 'Weed Control' barrier material to the repaired log-surround, in preparation for the landscape contract work, once the contractor is agreed.

The remaining maintenance works will be undertaken once the landscaping work is complete. This includes:

- Replacing the woodwork on both sides of the tunnel,
- Repair and re-fix the second rose trellis,
- Repair the far goal net fixings to the ground,
- 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.
- Replace the covers on the toddler swings as part of routine maintenance,

In addition we aim to maintain the hedges, fill the cracks in the ground and re-install the paving under the various bench legs. There should be sufficient topsoil left following the landscaping work for this groundwork maintenance. 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, a reminder. 'Picnic on the Pece' ... Sunday 9th June 12 noon...It will be our tenth anniversary.

Giocoso have been booked. We will need to hire chairs from the Village Hall. Payment for the chair hire will come from the PC out of our allotted funds.

John Nicholls - Chairman  
12/05/2019

#### Planning Committee Report - for meeting on 13th May 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>						
04/12/2018	18/04104/APP Bibi Motuel 01/01/2019	Mr KD Childs	Dew Pond Farm Bletchley Road, Great Horwood, Bucks	Construction of equestrian facilities including stable building, manege and general purpose building for private use.	Concerns expressed by letter	Withdrawn 08/04/2019
26/02/2019	19/00614/APP Kitty Leigh 26/03/2019	Mr Stuart Parker	Paddock View, 15 c Little Horwood Road, Bucks, MK17 0QE	Single storey side extension	No Objection Subject to comment	Approved 26/04/2019
13/02/2019	19/00530/APP Hollie Renney 13/03/19	Mr & Mrs D Grainge	Eastfield Farm, Little Horwood Road, Great Horwood, Bucks	Installation of a temporary mobile home and hardstanding for four car parking spaces	GHPC Support this application	Application withdrawn 29/04/2019
31/01/2019	19/00357/APP Alex Taylor 28/02/2019	Mr & Mrs I Brown	18 Greenway Great Horwood Buckinghamshire MK17 0QR	Demolition of existing garage, two storey side extensions to either side of the property (Amendment to planning permission 17/04786/APP)	No Objection but commented on size	Approved 29/04/2019
07/03/2019	19/00815/APP Rebecca Jarratt 04/04/2019	Edwards Surfacing	1 Millfield, Greenway Business Park, Winslow Road, Great Horwood, MK17 0NP	Single Story extension	No Objection	Approved 29/04/2019
12/03/2019	19/00780/COUSR Megan Wright 09/04/2019	Mr Bill Reddrop	The Warehouse Sunnyhill Farm Little Horwood Road Great Horwood Buckinghamshire MK17 0NZ	Determination as to whether prior approval is required in respect of transport & highway impact, noise, contamination risk, flooding, air quality and locational considerations for the conversion of a B8 storage building into one dwelling under Class P	No Objection subject to change being deemed lawful	Approved 08/05/2019
<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 drain- age system (SuDS) and vehicular access points from Great Horwood Road. All mat- ters 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 Secre- tary 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 Secre- tary 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

Key –

Colours

Blue = applications received in 2016

Pink = applications received in 2018

Green = applications received in 2019

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).