



**Great Horwood
Parish Council**

GREAT HORWOOD PARISH COUNCIL

Minutes of an Ordinary Meeting
held on Tuesday 19th June 2007
at 7.30pm in the Village Hall

Present: Cllr J Gilbey, Cllr R Moulding, Cllr J Samways, Cllr M Brocklehurst,
Cllr I Lamberton, Cllr M Berrill, Mrs. S Brazier (Clerk) and seven members of the public

- 1 Apologies for absence – none
- 2 Minutes of the previous meeting were agreed and signed.
- 3 Declaration of interest – none
- 4 Matters arising from the minutes –
 - 4.1. Land at Greenway Farm – see Agenda No. 6
 - 4.2. Parish Plan – see Agenda No. 7
 - 4.3. ABB Street Lighting – see Agenda No. 15
 - 4.4. Designated Parking in Nash Road – see Agenda No. 14
 - 4.5 Affordable Housing – see Agenda No. 18
 - 4.6 SID – see Agenda No. 9
 - 4.7 Outstanding Cricket Club rent – An amount of £20.00 has been paid to the Parish Council
 - 4.8 Cllr Gilbey confirmed that he had attended the memorial service held for Sir Beville Stanier's wife at Buckingham Church on Friday 15th June as a representative of the Great Horwood Parish Council and community.
- 5 Democratic Discussion Period – Mr Bolton asked if the Parish Council's various bank accounts/funds could be clarified for him. Cllr Gilbey briefly explained the various accounts and also explained that the accounts would be examined more closely during Agenda No. 13. Mrs. Woods informed the Council of a bush overhanging The Green which was causing visibility problems for vehicles turning right into Little Horwood Road from The Green. The Clerk will investigate whose responsibility it may be to cut this back. Mrs. Marshall spoke about cars that had been parked outside the village along the Winslow Road by Mr Darke. Although his purpose was to slow down traffic, the parked cars were beginning to cause a problem. The Clerk stated that Mr Darke had phoned her on a number of occasions, had been seen knocking door to door in Little Horwood Road and had started a discussion on The Green after school with parents

picking their children up from school. The Clerk was instructed to make a phone call to Nikki Tipping in the first instance and continue to monitor any developments.

- 6 Report from Recreation Sub-Committee – Cllr Samways read the latest report from a meeting held on 13th June. AVDC have agreed that the land could be used before it is changed to 'recreational use' provided it is insured. The application to 'Breathing Spaces' was unsuccessful; however there are other funding avenues available to explore. A stall will be manned at the Church Fete and a consultation event is planned.
- 7 Report from Parish Plan Steering Committee – Cllr Moulding reported that the Steering Committee had recently had their 40th formal meeting since the start of the Plan project and advised that the Parish Plan had now been reviewed and a revised Action Plan created with some of the original points deleted, others amended and new ones added. The question of how to present the revised plan to the Village was still open. Other topics still being considered by the Steering Committee included liaising with AVDC on the review of the Great Horwood and Singleborough Conservation Areas, although according to the latest schedule from AVDC these reviews are still some years in the future and the long outstanding issue of the creation of a Great Horwood Website.
- 8 Aylesbury Vale Local Development Framework – Cllrs Gilbey and Moulding have met with the Forward Plans Manager at AVDC to get the latest development on the LDF. It was clear from this meeting that the Greenway Project is nowhere near as certain as many residents seem to think it is. AVDC will be publishing their Preferred Options document for development shortly, with public consultation being held between 19th July and 30th August. It is unlikely that any Greenway development would appear as part of the Preferred Options draft although residents should look out for announcements regarding the consultation and comment accordingly.
- 9 Traffic Speed Control in Great Horwood – Cllr Gilbey had spoken to Thames Valley Police re the Council's findings from SID and wished to know how the Council could use the data to best effect. TVP have agreed to carry out an assessment for mobile speed camera enforcement in Nash Road and Little Horwood Road. Although there was no data available regarding the Winslow Road entrance to the village, Thames Valley Police have also now been asked to include this route in their assessment. TVP have advised that this could be a lengthy process and so updates will be given accordingly. Cllr Gilbey has written an article for the July edition of Focus.
- 10 Standing Orders – Cllr Gilbey had contacted BALC for advice on the duties of Councillors and the Parish Council. Based on their advice and after investigations which showed that the Great Horwood Parish Council has never formally adopted Standing Orders and/or any Financial Regulations it is absolutely necessary to formally adopt Standing Orders, a Code of Conduct and Financial Regulations which would then govern the operation of the Council and the Conduct of the Councillors in the future. The Council felt that, since there were model documents available, it would be sensible to adopt our own, based on the model documents. Cllr Moulding has begun to customize the Standing Orders for the Council's needs. He has kindly offered to look at the Code of Conduct and Financial Regulations before producing final drafts. Items for formal adoption of these documents will be on the Agenda next month.
- 11 Code of Conduct – see Agenda No. 10
- 12 Financial Regulations – see Agenda No.10

- 13 Finances for 2007/8 – The Financial papers produced by Cllr Gilbey and the Clerk showing a possible short term cash flow problem due to the total cost of the street lighting project were circulated to the Council. During discussions Cllr Moulding questioned the Council's policy on paying bills and making VAT returns. The Clerk will investigate the possibility of making quarterly VAT returns and thus speed up the process of claiming reimbursement of VAT. Cllr Brocklehurst wondered if by delaying the completion of the street lighting project, this would help out any potential cash flow problem. However, it may be that by doing so, ABB's bills could increase. The Clerk will check our agreement with ABB and also the Council's overdraft facility at LTSB.
- 14 Contribution for Nash Road Parking Delegated Budget Scheme – In view of the above discussions, Cllr Brocklehurst made the following suggestion: the Council explains to BCC that the Council has a short term cash flow problem and so there are no surplus funds available at present. However the Council would hope to be able to make some contribution later on in the year. The Council unanimously agreed with this suggestion and will review in October.
- 15 Street Lighting – The Clerk had spoken to Paul at ABB re the positioning of the street light along Nash Road. Paul thought it best to arrange a site visit with Councillors/other interested parties in order to move matters forward. The Clerk will phone to arrange a suitable time.
- 16 Village Green – Cllr Lamberton commented on the poor state of The Green due to much use during the day and evenings mainly by children and youths. He felt that The Green, as Parish Land, should be treated with respect, while at the same time recognizing that, as Parish Land, it was a piece of land that could be used by the village. He also commented on the tree that had recently lost a branch due to children climbing it and swinging on the branches. Photographs were also circulated to back up this matter. A lengthy discussion followed mentioning overuse of land and potential accidents, also The Green being land that could be used by all. Cllr Berrill wondered whether the lower branches on the tree could be trimmed back and whether planning permission would indeed need to be sought to undertake this work. Cllr Samways suggested that after the Fun Fair had visited in August, whether part of The Green could be re-seeded. The Clerk will write an article for the September edition of Focus re use of The Green with the help of Cllr Gilbey.
- 17 Insurance – The Clerk has made contact with Allianz Cornhill regarding items not individually covered, namely lap top, sundial, notice board, the village sign and replacement street lighting. She has also requested that the insurance for the swing on the Old Rec be removed. The Insurance Company will send a revised quote. The Clerk mentioned that the Parish Council had acquired a piece of land to be used as a Recreation Ground. The Insurance Company explained that if the land was the sole responsibility of the Parish Council, then the land was already covered by the £5 million public liability cover.
- 18 Affordable Housing – Nothing further to report. It was agreed the Clerk would write an article for September's edition of Focus re the way forward and contact BCA.
- 19 Planning Committee – Cllr Moulding Rod felt that there may be a more efficient way of dealing with this matter. Since plans could be viewed online, this might be an option. Cllr Berrill reminded the Council that the planning book would still need to be signed. It was decided to leave the procedure as it was for now and make this an agenda item again in the near future.

- 20 Vacancy for Parish Councillor – After a brief discussion it was decided that the Clerk should contact AVDC for advice and arrange for an article to be printed in the September edition of Focus.
- 21 Co-operation with other Parish Councils – Cllr Gilbey suggested that there could be more involvement between Great Horwood Parish Council and other local Councils. There is a BCC Area Meeting on 5th July which he will attend with Cllr Moulding.
- 22 Improved Communication with village – Cllr Gilbey felt the Parish Council should be more visible in the village and more information should be available about the work they do. If meetings were held during the first two weeks in the month, a report could be written for Focus. It may therefore be a good idea to change the traditional 3rd Tuesday in the month slot to earlier in the month. However if this is not possible Cllr Moulding suggested having an arrangement with Focus to reserve a certain amount of space each month for the report from the Council Meeting. Cllr Gilbey will make the necessary arrangement with the editor of Focus. We will also consider getting the article published in the local newspapers.
- 23 Refreshments at Parish Council meetings – After a brief discussion it was decided to take no further action.
- 24 Welcoming Newcomers to the village – Cllr Gilbey remembered that when he moved into the village there was a “Welcome to the Village” message in the next edition of Focus which made him feel very welcome to the Village. These welcome messages had been arranged by Ernie. He urged Councillors that if they see newcomers moving in, they could perhaps give them a friendly welcome from the Parish Council and he also suggested that consideration should be given to the use of the Welcome Pack, which is currently produced and circulated by members of St James Church as an aid to welcoming new villagers. Cllr Moulding expressed the view that the Council could not be seen to be associated with the Church.
- 25 Parish Council Website – Cllr Gilbey had looked into setting up a Parish Council website. He had contacted www.bucksinfo.net as the Council could set up a website free of charge. The Council was therefore asked to view www.bucksinfo.net/greathorwoodpc where there was the start of a website for the Council in its early stages.

26 Accounts –

For Payment – Clerk’s remuneration (Standing Order) – £165.00
Mrs. S Brazier (Expenses) – £25.98
BALC (Standing Orders and Chairmanship) – £38.50
NBPPC (Subs) – £20.00
ABB (replacement lighting and quarterly payment) £3260.47

Payments received – Great Horwood Cricket Club (rent/donation) – £20.00. The Clerk read out an e-mail from Mr. Ellison, Chairman of the Cricket Club, stating that the CC had in fact paid their rent. However they wished their £20.00 cheque to be donated to funding for the new recreation ground. The Clerk will write to the CC thanking them.

27 Applications -

New –07/01440/APP – E Revis, Dorney Cottage, 15 Little Horwood Rd, Gt Horwood



07/01489/APP – Mr D Price, Land at Nash Rd, Great Horwood
07/01403/APP – Mr & Mrs. Street, The Granary, Little Horwood Rd,
07/01404/ALB – Mr & Mrs. Street, The Granary, Little Horwood Rd,
07/01559/ALB – Mr S Nelson, 24 Spring Lane, Great Horwood

Previous – 07/00744/APP – Dallas Estates – change of use - granted
07/00900/APP – Mr & Mrs. Hobday – single storey extension - granted
07/00897/APP – Mr & Mrs. Osili – two storey rear extension - granted
07/00924/APP – H & C Tate – erection of workshops – granted
07/00930/APP – Mr & Mrs. Samways – first floor extension - granted

28 Correspondence –

Copy of BALC'S Matter Arising – issued to Councillors
AVDC Local Development Framework letter – Preferred Options Consultations
BCC Jots Newsletter – circulated to Councillors
Thames Valley Police letter – no crimes in Great Horwood this month
Waste Preferred Options Consultation poster
Bucks County Show poster
AVDC Register of Electors – one creation
Neighbourhood Policy Team questionnaire – Clerk to complete
UHY Hacker Young letter – acknowledging receipt of accounts
BCC letter re Gypsy and Traveller Accommodation
AVDC letter – Civic Service at St Mary's Church – 8th July at 5pm
AVDC Poster re Public Meetings
BCC Transport Matters in Bucks poster
Letter from Mrs. Michalski re overgrown hedges bordering alley in High Street
E-mail from Mr & Mrs. Whitehall re above
E-mail from Mr Steve Bennett re using Recreation Ground for mini soccer. After discussion, since the Parish Council has no objections, it was decided that the Football and Cricket Clubs should liaise directly on this matter.
Conversation with AVDC/BCC re horses in the alley – BCC are investigating the possibility of putting up a 'no horses' disc. Await further information.
E-mail from Mrs. Rudkin re Sports & Activities Club money not to be used for New Rec
Conversation between Cllr Gilbey and Mr W Walthall re his fees for tending The Green. It was felt that his fees should be increased and this will be an agenda item next month.
Letter from the Clerk regretfully resigning from her position in order to concentrate on her role of supporting Special Educational Needs children at a local school. She would like to continue in post until the end of August but would try to be flexible.
Cllr Gilbey had already made a poster for Focus and the notice board and urged Councillors to think about a suitable candidate they might already know.

29 Items for the next meeting – In view of many agenda items this month, the Clerk will review progress made and request items from the Council the week before the next meeting.

30 Date of the next meeting – Currently arranged for Tuesday 19th July at 7.30pm in the Village Hall, although it may be necessary to change the date.

