

NORTH CRAWLEY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Tuesday 6 July 2021 at 7.30 pm in the Institute

Present:	Parish Councillors: Steve Garner (in the Chair), G Baxter, Sue Garner, D Harpur, M Hold, T Smith and J Weatherley Clerk/RFO S M Bushnell Ward Councillor P Geary Two members of the public	ACTION
01/07/2021	Apologies for Absence Ward Councillors D Hosking and K McLean and PCSO Arlene Ormston	
02/07/2021	Declarations of Interests: None	
03/07/2021	Approval of Minutes: The Minutes of the Parish Council meeting held on 1 June 2021 were approved.	
04/07/2021	Items from members of the public: There were two members of the public present at the meeting but no issues were raised for discussion at this point.	
	Matters Arising from the minutes	
05/07/2021	Minute 05/06/2021 Review of North Crawley Conservation Area: The Clerk reported that the MKC officer would shortly be writing a report to the delegated cabinet member setting out the recommendations for the four conservation areas under review. Ward Cllr Geary suggested that the Clerk ascertain from the officer as to whether the matter was already included in the forward plan for decisions.	Clerk
06/07/2021	Minute 06/06/2021 Crime Correspondent: The Clerk reported that three residents had shown an interest in being involved in a new Neighbourhood Watch scheme and that Mrs Hatton was currently taking this forward. The Chair requested a brief report from Mrs Hatton on progress at the September meeting.	Clerk
07/07/2021	Minute 07/06/2020 North Crawley United Charities: In the absence of any formal agreement being found on respective responsibilities, it was agreed that the Chair would contact United Charities to arrange a meeting when this matter could be discussed further.	Chair
08/07/2021	Minute 19/06/2021 - Correspondence and information matters: Community Infrastructure Fund: Referring to the discussion about appointing a councillor to be responsible for grant applications, Cllr Baxter agreed to investigate possible grant opportunities if suitable Parish Council projects were suggested.	
09/07/2021	Planning Applications: <ul style="list-style-type: none"> • Application no: 21/01616/FUL - Proposal: Proposed change of use from single dwelling into two dwelling houses at 6 - 8 Church Walk, North Crawley, Newport Pagnell, MK16 9LL No objections 	

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	<ul style="list-style-type: none"> • Application no: 21/01684/FUL - Proposal: Two storey side/front extension and single storey rear addition at 24 Chicheley Road, North Crawley, Newport Pagnell, MK16 9LP No objections • Application no: 21/01689/FUL - Proposal: Replace rotten timber in ceiling in main bedroom and screw/nail to supporting joist at 26 High Street, North Crawley, Newport Pagnell, MK16 9LH No objections • Application no: 21/01690/LBC - Proposal: Listed Building Consent to replace rotten timber in ceiling in main bedroom and screw/nail to supporting joist at 26 High Street, North Crawley, Newport Pagnell, MK16 9LH No objections • Application no: 21/01889/FUL - Proposal: Erection of a single storey rear extension with a flat roof and centrally positioned glazed lantern at 47 High Street North Crawley Newport Pagnell MK16 9HN No objections • Cllr Harpur referred to an appeal that had been made to the Secretary of State by Mr and Mrs J Page against the refusal of two dwelling houses and change of use to residential at land adjacent to 10 Brook End. The Parish Council had originally objected to this application and it was decided that the Clerk should write to the Secretary of State to re-iterate the Council's position on the application and to request attendance at a site meeting should this be arranged by the planning inspector. 	Clerk
10/07/2021	<p>Councillors' Reports:</p> <p>Landscape and Streetscape:</p> <p>Peter's Path: Cllr Sue Garner raised concerns about the condition of the three benches at Peter's Path, all of which were in a dilapidated state and dangerous. It was agreed that these should be removed now and not wait until the new bench to replace one of them had been delivered. Cllrs Harpur and Baxter agreed to remove them as soon as possible. The Clerk reported that she was chasing the supply of the bench with Wickes.</p> <p>Bus shelter: The Clerk reported that the sign for the rear of the bus shelter had now been received. She would arrange a meeting between herself, Cllr Sue Garner and the Village Warden to discuss the signs and the installation of a new notice board to house the village map.</p> <p>Defibrillator: Cllr Sue Garner raised the question as to whether the defibrillator should be moved from its current location on the Cock Inn and possibly moved to the Institute where it would be close by should a medical emergency occur on the field during a sporting activity, etc. The Clerk agreed to investigate how it could be moved and the Chair would contact the IMC about the possibility of moving it to the Institute.</p> <p>Fun Day: The Chair reported that arrangements were continuing to progress well. A sign celebrating 100 years of the village shop had now been purchased and would be presented to the manager and owner of the shop at the Fun Day.</p> <p>Nixey's Walk: The Chair reported that the wildflower area was growing well. A bug hotel would be installed on an uncut corner which would be</p>	<p>DH/GB</p> <p>Clerk</p> <p>Clerk/ Chair</p>

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	<p>made from pallets with planting on the top. This would become a community project and was agreed to be a good idea.</p> <p>IMC: Cllr Baxter had attended a handover meeting with the Chair and he would be attending the next meeting of the IMC on 26 July.</p> <p>Storage in the Institute: The Chair reported that the PC owned a set of display panels for use by the community. They had been stored temporarily in a mezzanine within the Village Hall. This area had however proven to be unsafe following a serious accident which occurred when removing them. The Village Hall secretary had, understandably, stated that they should not be stored there again. As the panels were a PC asset, the logical place for storage would seem to be the PC's Institute. It was agreed that the Chair would write to the IMC to inform them of this matter and to ask for a suitable place to be identified for the display panels to be stored.</p> <p>Footpaths: Cllr Smith reported that the leaning fence at 47 High Street had been rectified. He now had a copy of the definitive map which showed the legal path between Broadmead and the Grange. A letter would shortly be sent to the Grange suggesting two options for a permissive path.</p> <p>Cemetery: Cllr Hold reported that she had done some weeding in the Garden of Remembrance and had removed some items which had become dilapidated. These had been put to one side and would be disposed of in a month's time if not claimed. The Chair also reported that he, the Clerk and Cllr Hold had carried out a second health and safety inspection of memorials with one more section to be completed before the end of the summer.</p> <p>Plant Trough: Cllrs Sue Garner and Hold had recently replanted the trough.</p>	<p>Chair</p> <p>Clerk</p>
11/07/2021	<p>Ward Councillor's Report:</p> <p>MK Connect – Cllr Geary asked for any comments on the new on-demand transport service to be sent to Cllr McLean.</p> <p>MK East - Cllr Geary reported that the planning application had been submitted and was now being assessed. The Environment Agency had raised concerns about flooding. The result from the application should be known after Christmas and progress would be quite quick after that. Ward Councillors would keep the Parish Council informed as to when it would be appropriate for comments to be made about restricting construction traffic through the village in the traffic management plan. It was noted that if a Moulsoe bypass was to be included, this would be in a later phase of the project. The question of traffic calming was raised. Cllr Geary advised that great care had to be taken as to what measures were installed as some created unintended problems. Weight restrictions could also be imposed through the village. However, this would be subject to wide consultation, e.g. with road haulage companies, and heavy vehicles would still be permitted through the village for access. Cllr Harpur was asked to pass to the Chair the plans, etc. which had been proposed for traffic calming some months previously.</p>	

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12/07/2021	<p>Archery Club at Broadmead: The Chair reported that a response had been received from Mr Morrow at the Archery Club again stating that planning permission was not needed and would be expensive to obtain. There had been unsatisfactory contact with MKC Planning Enforcement with an officer allegedly visiting the correct site but finding no evidence of archery activities. It was assumed that he must have visited an incorrect area in order to have reached that conclusion. Cllr Geary emphasised that it was indeed correct that non-agricultural activities were only permissible on sites if they took place on less than 28 days in a 12 month period or a planning breach would occur. Evidence had to be produced that would show, on the balance of probabilities, that activities had taken place on more than 28 days. It was therefore advised that councillors should gather what evidence they could, e.g. photographs of vehicles, activities and diary entries, in order to support the case. Two councillors agreed to take on this task. Cllr Geary said that the new Director of Planning would soon be taken on a tour of the Olney Ward and that the archery activities on this site would be pointed out to him.</p> <p>The Chair commented that the Public Liability Insurance for Archery England was in the public domain and that it did not state the limit for liabilities and seemed not to cover spectators or bystanders and this was a concern. Cllr Geary also mentioned that MKC had a corporate Health and Safety responsibility as far as the general public was concerned and that this route could be used as far as the safety of the public using the path was concerned. It was agreed to take this forward.</p>	Clerk																																				
13/07/2021	<p>Update from PCSO Arlene Ormston: As Arlene was not present there was no report although she had confirmed by email that no crime had been reported in North/Little Crawley since the previous meeting.</p>																																					
14/07/2021	<p>Play Park Project: The Chair reported that the 21 September was the planned date for the installation of the zip wire, trim trail and slide.</p>																																					
15/07/2021	<p>Neighbourhood Plan Update: The Chair reported that a leaflet had recently been delivered to all households giving details of the five presentation evenings that were being held towards the end of July. These evenings would give residents the opportunity to peruse displays, listen to a presentation and ask questions about the neighbourhood plan process.</p>																																					
16/07/2021	<p>Finance Matters:</p> <table border="1" data-bbox="392 1585 1369 1937"> <thead> <tr> <th></th> <th>AMOUNT</th> <th>METHOD</th> <th>DETAILS</th> </tr> </thead> <tbody> <tr> <td colspan="4">RECEIPTS:</td> </tr> <tr> <td>H W Mason and Sons</td> <td>£206.00</td> <td>Cheque</td> <td>Memorial fee – Donald Savage</td> </tr> <tr> <td>H W Mason and Sons</td> <td>£520.00</td> <td>D Credit</td> <td>Interment fee – Karen Wearn</td> </tr> <tr> <td>H W Mason and Sons</td> <td>£394.00</td> <td>D Credit</td> <td>Interment fee – Donald Savage</td> </tr> <tr> <td colspan="4">PAYMENTS:</td> </tr> <tr> <td>Sage UK Ltd</td> <td>£8.40*</td> <td>D Debit</td> <td>Payroll software – July 2021</td> </tr> <tr> <td>Zoom</td> <td>£14.39 *</td> <td>Charge card</td> <td>Monthly video conferencing fee</td> </tr> <tr> <td>Amazon UK</td> <td>£5.76*</td> <td>Charge card</td> <td>Line marker paint for cemetery use</td> </tr> </tbody> </table>		AMOUNT	METHOD	DETAILS	RECEIPTS:				H W Mason and Sons	£206.00	Cheque	Memorial fee – Donald Savage	H W Mason and Sons	£520.00	D Credit	Interment fee – Karen Wearn	H W Mason and Sons	£394.00	D Credit	Interment fee – Donald Savage	PAYMENTS:				Sage UK Ltd	£8.40*	D Debit	Payroll software – July 2021	Zoom	£14.39 *	Charge card	Monthly video conferencing fee	Amazon UK	£5.76*	Charge card	Line marker paint for cemetery use	
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	Wickes	£72.95*	Charge card	Garden bench for Peter's Path
	Barclaycard	£93.10	D Debit	Charge card transactions (as above)
	Little Shetland Pony Co	£50.00	102153	Deposit for pony rides on August Funday
	MK Basketball	£200.00	102154	Contribution to cost of basketball sessions
	RTM Landscapes Ltd	£665.54 *	102155	Grass cutting – June 2021
	Auditing Solutions Ltd	£258.00*	102156	Internal audit fee 2020-21
	MK Play Association	£372.00	102157	Play sessions – May half term 2021
	G Martin and Sons	£72.00	102158	Repair to play area fence
	BALC	£38.00	102159	Councillor training course fee 26.5.21
	Sovereign Design Play Systems Ltd	£2,383.94*	102160	20% deposit for Design, Planning and Installation of zip wire, grass guards and inspection
	S M Bushnell	£1,068.78	102161	Clerk's salary – April to June 2021
	K Bates	£208.83	102162	Village Warden's salary – April to June 2021
	HMRC	£319.20	Direct Debit	PAYE due on above salaries
	Wave	£12.78	Direct Debit	Water 9.3.21 – 8.6.21
	* Payment includes VAT			
17/07/2021	Churchyard matters: <ul style="list-style-type: none"> The late Karen Wearn – Interment Fee (£520) received for Plot 3/116. The late Donald Savage – Interment Fee (£394) received for Garden of Rest Plot 2/26. 			
18/07/2021	Correspondence and information matters: Street sign cleaning: The Clerk reported that, as part of the Great British Spring Clean, Ringway had offered 20 sign cleaning kits for any parish in MK. The free kits included cleaning materials, high vis vest and instructions/safety info. The kits were for cleaning street name plates and other signs within residential areas. They had been available on a first come, first served basis and North Crawley had obtained one. It was agreed that this would be passed on to the Village Warden for use as appropriate. Thanks were due to James Sandall for picking up the kit.			
19/07/2021	Date of next meeting: It was agreed that the Institute was more suitable for Parish Council meetings than the Village Hall for the following reasons: <ul style="list-style-type: none"> More spacious and comfortable Allowed for more social distancing between people attending Had the benefit of a WiFi connection Was a building in which the Parish Council had an interest as owner It was proposed by the Chair and seconded by Cllr Baxter to move future meetings to the Institute. This was unanimously approved. Due to a regular commercial booking in the Institute, it was not possible to hold all meetings on Tuesdays. It was therefore proposed by The Chair and seconded by Cllr Harpur to move meetings to the first Monday of the month. This was unanimously carried, subject to checking with the ward councillors about their availability on that day. The provisional date for the next meeting would therefore be Monday 6 September 2021 at 7.30 pm in the Institute.			

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