

MAIDS MORETON PARISH COUNCIL

MINUTES of the meeting of the parish council held on Wednesday 2nd October 2019 at 7.30pm in Maids Moreton Village Hall.

Present: Cllrs M Byrne (chairman), P Hardcastle, J Withnell

Clerk: Jacky Dale-Evans Members of the Public: 10

140/19 **Apologies and Absentees:** Cllrs C McCall, C Cummings, A Mohandras

141/19 **Public Open Forum 1: Members of the public are invited to bring matters to the attention of the council. Please note that only items on this agenda can be discussed and agreed at this meeting.** No one wished to speak, the chairman declared that he would close the meeting before the planning applications for members of the public to speak.

142/19 **Members Interests: Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda, as required by the Maids Moreton Parish Council Code of Conduct for Members and by the Localism Act 2011.**

J Withnell declared he lived opposite to Primrose Cottage on Duck Lake (146/19).

143/19 **Approval of minutes: To agree the minutes from the Parish Council Meeting held in the Bistro, Gracewell Care Home on 4th September 2019.**

The minutes were approved and signed.

144/19 **Finance and Accounts**

a. **To agree financial statements of accounts and bank reconciliations for the end August 2019**

This item was deferred until the next meeting when the new clerk will have more information.

b. **To review and act on invoices received and bank payments to be made in September 2019.**

4 invoices were approved and cheques signed by those present

Action – JDE to arrange for second signatory.

c. **Annual audit – to approve the end of year accounts and to note the external audit report.**

Annual audit was noted.

d. **To arrange a budget meeting to agree the budget/precept for 2020.**

Action – JDE to arrange a meeting with MB and JW in late October. Draft budget to be discussed at November meeting.

e. **To complete the change of details mandate for the bank account.**

Completed by those present.

Action - JDE to arrange for a second signatory to complete this form and return to Lloyds bank.

f. **To seek approval for a new internal auditor John Marshall – see email for information**

Approved.

Action - JDE to contact John Marshall.

Invoices

Date	Details	Amount
02/08/2019	Plumbing and Gas Solutions	£1038.67
08/08/2019	Zurich Municipal Insurance	£1461.30
09/09/2019	PKF Accountants & Bus Advisors	£240.00
09/09/2019	Fireworks International	£887.96

There are other invoices for which have yet to be clarified if they are outstanding or not. GM Services have sent us a statement of account and I am working through this.

Jacky Dale-Evans - 3/10/19

Signature

Date

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145/19 To provide an update on Insurance: The council are in a long-term agreement with Zurich Municipal Insurance and will continue with agreement until such time as it expires. Invoice to be paid as above. Noted.

146/19 Planning: to discuss and agree comments on the following planning applications:

Application Number	Details	Outcome
19/03144/APP	Primrose Cottage Duck Lake Maids Moreton Buckinghamshire MK18 1RF.	The chairman closed the meeting to allow members of the public to speak. No one wished to pass comment. Meeting reopened . Cllr Hardcastle proposed to Support this application and will prepare comments to submit to AVDC.
19/03260/APP	2 Duck Lake Close Maids Moreton Buckinghamshire MK18 1FB	The chairman closed the meeting to allow members of the public to speak. The property owner showed the councillors several photographs and drawings showing in detail the aesthetic impact the planning application will have on the surrounding area. Meeting reopened . The councillors discussed the proposal and agreed their position was neutral to this application. Cllr Hardcastle will prepare comments to submit to AVDC.
18/01385/AOP	Land at Scott's Farm Scott's Farm Close Maids Moreton Buckinghamshire	Danika Hird has confirmed that the long drive off the A413 is now being used as the access route for this planning application. PH to write to Danika Hird to clarify if this will affect the planning application being made for land off Walnut Drive.
19/02912/APP	Foscote Hill Farm Foscote Road Maids Moreton Buckinghamshire MK18 1QQ	The chairman closed the meeting to allow members of the public to speak. The property owner was present and answered questions. Meeting reopened. There is a meeting between the property owner, their agent, Cllr Hardcastle and Foscote PC on Monday 7 th October to discuss this application further.
16/00151/AOP	Land at Walnut Drive, Maids Moreton	The councillors validated a letter from MMPC to AVDC to ensure their consultation is requested before S106 agreement is finalised. MB to sign on behalf of the PC.

Action – PH & MB

147/19 Maids Moreton Parish Action Plan: to seek approval to create a Maids Moreton Parish Council Action Plan. To place environment items previously on this agenda onto this plan. To review and update this plan at every meeting.

- Action Plan approved. It was agreed that there would be a separate meeting at a later date to fully confirm the contents and ownership of actions on the plan. MB suggested the publication of this on the PC website for villagers to see.
- Action - JDE to arrange a meeting date and venue.
- PH updated on the situation with bins being left on the pavement in Main Street. He has spoken to Russell and Butler who rent out No 1 Shop Terrace. In the rental particulars it states there is a gated access to the rear garden. Russell and Butler

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have agreed to clarify if this is the case and to include the storage of bins in the rear garden as part of their rental agreement for this property.

148/19 To accept Gerry Millard's resignation: A vacancy has been advertised as of 24/09/19

Accepted

149/19 To provide an update on the village email system: A Mail Chimp account has been created. MB and JDE to set this up for the village residents to sign up to. To be used as part of the communication strategy to send information out to those villagers who sign up. Promotion of the link to sign up to be advertised on the PC website and MM Residents Facebook page. Sign up sheet to be available at all MMPC public meetings.

Action – JDE and MB to meet.

150/19 Meeting Date, time and venue: to seek approval to move the MMPC meetings to the first Wednesday in the month, not including August and January, at Maids Moreton Village Hall and to amend the Standing Orders accordingly. To approve meeting dates for 2020. To thank Gracewells at Maids Moreton for the provision of our previous meeting room.

Meeting dates agreed.

Action – JDE to update Standing Orders, MB to write to Gracewells to thank them for the use of their facilities.

151/19 Society of Local Council Clerks: to seek approval for the clerk to become a member of the Society of Local Council Clerks. Cost is a joining fee of £8 and an ongoing annual cost of £106. Approved.

Action – JDE to sign up for membership.

152/19 To discuss the NAO Code of Practice Part Two. See email circulated prior to the meeting. Comments to be made at the meeting or emailed to the clerk and submitted to chris.borg@nalc.gov.uk by Friday 8th November 2019.

Comments to be made via email to JDE by Friday 18th October for submitting to NALC.

Action - ALL

153/19 DK Childcare: to discuss DK Childcare Business Plan and the possibility of them renting either the Scout Hut or Cricket Pavilion for full time childcare provision. Business Plan circulated to councillors prior to the meeting.

The councillors discussed the options available to DK Childcare.

It was agreed that the cricket pavilion was not suitable for a childcare provision due to limited access and parking for drop off and collection as well as the condition of the building.

The suitability of the scout hut was discussed. It was agreed to ask DK Childcare to visit the scout hut and put forward a proposal of how they would envisage this being made suitable for a childcare provision. Estimated cost to the parish for the refurbishment needed and any suggested rental figures. Investigation would be needed on insurance and legal requirements for the parish council.

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Action – JDE to contact DK Childcare and arrange a site visit. JDE to check insurance and legal requirements.

154/19 Play Area: To review and agree Play Area Group recommendations for play area equipment.

It was noted that this would be a zero cost improvement to the village. A grant will be applied for.

Yates was approved as the supplier due to their good track record on previous purchases.

Action - JDE and CM to complete the grant application.

155/19 Councillors Open Forum: Councillors to bring items forward for the next agenda.

Proposal to ask the councillors to bring their agenda items forward prior to the meeting after sight of a draft agenda rather than at the end of meetings. Draft agenda to be circulated 2 weeks prior to the meeting for comments and agenda items. Agreed.

JW requested we set other meeting dates annually as well as the general meeting.

Action – JDE to add to agenda for meeting 6/11/19

156/19 Public Open Forum: members of the public may make further comments and suggestions for agenda items for the next meeting having heard the discussions at this meeting.

Car parking on verges and pavements was noted as being of concern. JW has already noted this concern and this has been agreed to be included in the MMPC Action Plan.

157/19 Date, time and venue of the next meeting: The next meeting will be held on November 6th at 7.30pm at Maids Moreton Village Hall.

Meeting closed at 8.31pm