

# MAIDS MORETON PARISH COUNCIL

Clerk to the Council – Jacky Dale-Evans  
Serendipity, Main Street, Maids Moreton, Bucks, MK18 1QS  
Tel: 01280 814483 Email: [maidsmoretonclerk@gmail.com](mailto:maidsmoretonclerk@gmail.com)  
[www.bucksvoice.net/maids-moreton-parish-council/](http://www.bucksvoice.net/maids-moreton-parish-council/)

**MINUTES of the meeting of the parish council held on Wednesday 4<sup>th</sup> March 2020 at 7.30pm in Maids Moreton Village Hall.**

**Present:** A Mohandas (Vice Chair), P Hardcastle, C Cumming, G Maw

**Clerk:** Jacky Dale-Evans

**Members of the Public:** 12

35/20 To receive apologies for absence and welcome.

**Mark Byrne and James Withnell sent their apologies**

36/20 **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.

**Stevie Lishman spoke regarding agenda item 61/20 Maids Moreton Conservation Group Tree Planting. The Conservation Group have highlighted the following possible areas within Maids Moreton for tree planting.**

- **The wide verge beside the playing field track.**
- **Behind the cricket pavilion**
- **In the hedge near the basketball hoop.**
- **Beside the playground.**

37/20 **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.

**None**

38/20 **Approval of minutes:** To agree the minutes from the Parish Council Meeting held in the Maids Moreton Village Hall on 5<sup>th</sup> February 2020.

**Approved with amended date of opening balance to 1/2/2020, signed by A Mohandas.**

**Notes on actions**

15/20 c) anomalies were resolved and monies are now reclaimed.

15/20 d) JDE to issue invoices 1/3/2020

26/20 CC forwarded relevant information to all councillors.

27/20 Storage Container – no new quotes have been received yet.

30/20 Laptop for the clerk – JDE is waiting for information on software from JW and AM.

**These actions were noted.**

39/20 **Finance and Accounts**

a) To review and act on invoices, quotes and grant applications received and bank payments to be made from February 2020. See additional information. Bank Reconciliation.

**All invoices were agreed for payment. Quotes for the new gas boiler at the scout hut were discussed in agenda item 50/20 a).**

b) **British Gas Bill – Scout Hut – to discuss the unprecedented increase in the gas bill for the Scout Hut.**

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The unprecedented rise is due to a combination of the heating being left on over the very cold weather to prevent the scout hut pipes from freezing and the boiler being very old. This will hopefully not happen again as a new boiler is being quoted for and the pipes are going to be lagged. The new boiler will have a timer function which the old boiler didn't and this will prevent the heating from being on all the time.

40/20 Bank Balances – these were noted as being correct.

	Treasurers Account (Current)	Business Bank Instant (Savings)
<b>Opening Balance 28/01/2020</b>	<b>£26,653.54</b>	<b>£15,506.34</b>
<b>Paid In</b>	£212.32	£0.73
<b>Paid Out</b>	£2082.84	£0.00
<b>Closing Balance 26/02/2020</b>	<b>£24,631.17</b>	<b>£15,507.07</b>
<b>Reserves/Earmarked Funds</b>	Playground/Playing Field	£8,010.34
	Election	£2,500.00
	NP Grant	£4,996.00
<b>Total Reserves</b>		<b>£15,506.34</b>

41/20 Planning

- a) Planning – New. The meeting was closed before each planning application to give any interested parties the opportunity to speak.

Application Number	Details	Progress
20/00423/APP	Meadow Bank Duck Lake Maids Moreton Buckinghamshire MK18 1RF Proposed conversion to form separate residential dwelling. <b>The owner was present and spoke in support of their application. The meeting was re-opened and the councillors discussed the pro's and con's of courtyard developments. It was agreed to submit a neutral stance on the planning application with comments highlighted councillors concerns of over development of the site.</b>  <b>Action - PH to write comments for submission to AVDC planning.</b>	New
20/00510/APP	Land to the west of Moreton Road and Castlemilk Erection of 130 dwellings, associated access and parking, landscaping and amenity space and the change of land from agriculture to use as sports pitches/recreational open space and informal open space. <i>Armstrong [for Bellway Homes Ltd. And Avenue Farms Ltd.]</i>  <b>No parishioners chose to comment on this application. The meeting was re-opened. Plans of the proposed development were available to view. Councillors discussed the application. It was unanimously agreed that this was not felt to be an accurate proposal on many fronts, but especially the travel plan as well as access for emergency vehicles. The overall design of the development was not felt to be in keeping with the surrounding area. The plans have not significantly changed since the original plans were rejected. It was agreed to object to this application.</b>	New

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	<b>Action - CC to write comments for submission to AVDC planning.</b>	
20/00523/APP	<p>Vitalograph Ltd Vitalograph Building Walnut Drive Maids Moreton Buckinghamshire MK18 1SW                  Demolition of hut and replacement with steel shed.</p> <p><b>No parishioners chose to comment on this application. The meeting was re-opened. The councillors discussed this application. There is concern of an expansion of the Vitalograph Business Park without following due process. There is also concern over current buildings being on site without planning permission. It was agreed that replacing an old barn with a new barn was not felt to be an issue. It was agreed to submit a neutral stance with comments on areas where the councillors feel concerns should be addressed.</b></p> <p style="text-align: center;"><b>Action - PH to write comments for submission to AVDC planning.</b></p>	New

### b) Planning – Long Term

18/01385/AOP	<p>Possible update from <b>Land at Scotts Farm Close</b>  <b>Whilst this application needs no further comments from the parish council, PH still has concerns regarding the vehicular access being so close to the blind bend on the approach to Maids Moreton on the A413. It is felt that cars will be exceeding the 30mph speed limit in this area and there is a high risk of an accident. PH would like to see a roundabout at the junction with Bycell Road and the proposed access. This would have a two fold purpose of slowing traffic entering the village on the A413 from Whittlebury and a safer point of entry for vehicles entering the A413 off this development.</b></p> <p style="text-align: center;"><b>Action – PH to draft a letter which after approval from councillors will be sent to AVDC highways via Warren Whyte.</b></p>	Information.
16/00151/AOP	<p>Possible update from the Action Group and any other information regarding the <b>Land off Walnut Drive</b> Planning Application.  <b>Nothing to report.</b></p>	Information.

### c) Planning – Existing - Noted

Application Number	Details	Progress
20/00242/APP	<p><b>1 Church Close Maids Moreton Buckinghamshire MK18 1QG</b>                  Demolition of existing porch and erection of a single storey front extension (Retrospective).                  Neutral – comments made.</p>	Awaiting Decision
20/00047/APP	<p><b>1 Fayrefield Towcester Road Maids Moreton Buckinghamshire MK18 1RD</b>                  Proposed garage conversion, construction of new attached garage to side and single storey rear extension.                  Neutral – comments made.</p>	Awaiting Decision

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### d) Planning – Decided - Noted

Application Number	Details	Progress
19/04236/APP	<p><b>Porte Bonheur Duck Lake Maids Moreton Buckinghamshire MK18 1RF</b></p> <p>Demolition of garage and erection of two storey side extension and two storey front extension.  <i>Commented – Objection</i>  <b>Now Refused. No further action needed.</b></p>	Refused.
19/02483/APP 19/00088/FTHA	<p><b>65 Manor Park Maids Moreton Buckinghamshire MK18 1RB</b></p> <p>Two storey side and single storey rear extensions with new front and side boundary wall.  <i>Original Comment – No Objection</i>  <b>Now Dismissed. No further action needed.</b></p>	Appeal Dismissed.
19/A0659/DIS	<p><b>Upper Farm Towcester Road Maids Moreton Buckinghamshire MK18 1RD</b></p> <p>Submission of details pursuant to Condition 5 (Written Scheme of Investigation) relating to Listed Building Consent 19/00659/ALB</p> <p><b>Details were satisfactory. Now discharged, no further action necessary.</b></p>	Discharged Satisfactory.

- 42/20 **EIR & FOI Request: Planning Application reference 19/02912/APP** – to discuss and approve our response to AVDC in relation to the EIR Request submitted by Laura Lee (EIR) and Tim Buckingham (FOI).  
**Due to the confidential nature of this report it was agreed to meet outside of the public meeting and provide an update at the April meeting.**  
**The nature of the requests were discussed for the benefit of the parishioners present.**
- 43/20 **Neighbourhood Plan Update:** to discuss and updates on the development of the Maids Moreton Neighbourhood Plan.  
**The NP framework provided by Dave Chetwin has been allocated to members of the NP Group. There is a meeting to be arranged in the near future to move the process further. All grant monies need to be spent before the 31/3/2020.**  
**Action – PH to update at the next meeting and to ensure invoices are approved for payment before 31/3/2020.**
- 44/20 **Community Right to Bid update.**  
**JDE has met with Jane Wood and provided any information that was thought to be useful. Jane Wood has been investigating which applications have been successful and which applications were rejected to ensure we have a high chance of gaining a successful application.**  
**Action – report for next meeting by JW through JDE or PH.**
- 45/20 **Update on S106.** Currently awaiting information from AVDC.  
**Nothing further to report.**

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- 46/20 **Maids Moreton Parish Action Plan:** To agree a date and time for an Action Plan meeting - MB. Skills Audit still required from AM.  
**Nothing further to report.**  
**Action – MB to arrange a meeting during March.**
- 47/20 **Carried Forward from In Year Audit Report from John Marshall.**
- a) **Updated Financial Regulations and Standing Orders to be discussed.** To include tightening up of financial authorisation procedures.  
**JDE has started updating the financial regulations and will continue with this.**  
**Action – JDE to bring updated documents for adoption by the council to the April meeting.**
- b) **JW and JDE to meeting in March for an in-house audit.** JDE to include information on model internal controls.  
**JW is unavailable to meet.**  
**Action - JDE to ask MB or AW if they will complete an in-house audit in his absence.**
- c) **VAT Refund.** JDE has been on Accounts and Finance training and is now in a position to complete the works needs to carry out an updated VAT Refund.  
**Action - JDE to complete VAT refund.**
- d) **JDE and JW will meet in March to discuss a new financial recording system.**  
**JW is unavailable to meet.**  
**Action - JDE to ask MB or AW if they will help with the new financial recording system.**
- 48/20 **New Website:** To review and update councillors on the new website progress.  
**The new website is in progress. All statutory information is being moved from BucksVoice to the new website by TEEC Ltd. JDE to ensure a copy of all information on maids-moreton.co.uk is downloaded for future reference.**  
**Action – JDE to download information from maids-moreton.co.uk.**
- 49/20 **Play Area Grant:** to update on the progress of the grant application for new play equipment in Maids Moreton Play Area. To agree a date for the 1<sup>st</sup> meeting of volunteers to take this application forward to include AM, PH, MB and JDE.  
**Nothing further to report at the current time.**  
**Action – MB to arrange a meeting to move this forward.**
- 50/20 **The Scout Hut:** to update on repairs and refurbishments.
- a) Quotes have been received for a new boiler and other plumbing works – see schedule/quotes attached.  
**GM and JDE presented the information from 3 quotes. It was felt that a Worcestershire Boche boiler was the preferred choice of the councillors. GM to speak to all suppliers and ask for a like for like quote on either a WB Greenstar 30i or a WB Greenstar 8000. GM to investigate the difference between these 2 boilers. A maximum budget was agreed at £3,500 including VAT for the replacement of the boiler.**  
**Action – GM to email his findings to all councillors so that a final choice can be made on both the boiler and the supplier.**
- b) Refurbishment by CJM Fencing to start on 23<sup>rd</sup> March to include new cladding at the rear of the building, new external doors including locks and painting of the whole building.

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**The new lock was discussed. It was agreed to get quotes for a locksmith to fit a high security lock rather than through CJM Fencing who are struggling to find a suitable lock.**

**Action – JDE to get 3 quotes and email to all councillors for approval before 23<sup>rd</sup> March when CJM start their works.**

51/20 **Dog Fouling:** update on strategy and notices around the village. Discussion on viability of providing dog poo bags at various points around the village.

- **Pink chalk spray paint has been purchased and given to Stevie Lishman. JDE has created special posters with “pink poo” emojis on them. These will be placed down Scotts Lane and around the playing fields. Normal posters will be put up around the village elsewhere.**
- **The different forms of dog poo bag dispensers were discussed. The meeting was closed to get the opinion of the parishioners. Several parishioners were hesitant as to the value of putting bags out and if this would encourage those repeat offenders to pick up after their dog. The meeting was re-opened. It was agreed to trial an empty plastic bottle with a small supply of bags in Scotts Land and in the playing fields to see if this made a difference.**

**Action – JDE to put up posters and dog poo bag dispensers around the village as agreed.**

52/20 **Traffic Survey** – PH to update regarding progress on draft letter to Akeley Wood Senior School.  
**Nothing to report at this time.**

**Action – PH to report at April meeting.**

53/20 **Play Around the Parishes** – booking moved to 25 August 2020 due to a clash of bookings with Buckingham Town Council. AM to lead a discussion on a Community Event to be held on or near the date for the Play Around the Parishes event.

**All agreed the new booking date.** A questionnaire has been sent by the Play Around The Parishes team.

**Action JDE and MB to completed the questionnaire.**

54/20 **Newsletter** – AM to update on progress of Newsletter. Councillors to bring any suggestions for inclusion in the Newsletter.

**AM led the discussion on what could be included in a newsletter for distribution during March 2020. It was agreed to include:** Planning, Elections, Handyman jobs, New Unitary Authority, dog fouling initiative, dates of 2 annual meetings (TBC), Stowe and Buckingham running club, play around the parishes and a thank you to those who have trimmed hedges as well as a reminder to keep them trimmed during the growing season. trimming.

**Action - AM to draft the newsletter for approval by councillors via email.**

55/20 **May Elections** – to discuss the process and protocol of the upcoming Parish Council election taking place in May 2020.

**JDE detailed the process of the Parish Council elections to be held on May 7<sup>th</sup> 2020. The actual process of the elections is not part of the clerks role. However the marketing/advertising of the elections and the recruitment of new councillors is something that all on the council can get involved in. It was agreed to put marketing information on noticeboards in the village, on facebook and emailed via mailchimp.**

**Important points to note are:**

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- Nomination packs are available either via email or in a hard copy format from the clerk. Requests can be made through [maidsmoretonclerk@gmail.com](mailto:maidsmoretonclerk@gmail.com) or on 01280 814483.
- All candidates need their elector number from the electoral register. This can be provided by the clerk upon proof of identity or from the principal authority.
- Nominations must be with the District Council Electoral Department by 4pm on Wednesday 8<sup>th</sup> April 2020. Nominations can be delivered between the 31<sup>st</sup> March and the 8<sup>th</sup> April 2020.
- All nominations are requested to be submitted to the clerk, however they can be delivered personally if preferred.
- If nominations are received after the deadline they cannot be part of the election. However in the event that there are vacancies after the election, these nominated individuals can be co-opted onto the council.

**Action – councillors to speak to anyone in the village who they feel would be a good councillor. JDE to advertise the elections through the agreed methods and co-ordinate the distribution and collection of nominations.**

56/20 **Councillor Training Days** – to discuss which councillors may need training and when this is available. JDE highlighted the importance of training for all councillors. It was agreed that new and current councillors would investigate what training is available and book appropriate training through JDE. **Action – councillors to check their training and book courses through JDE.**

57/20 **Update on Handyman** – to discuss jobs around the village that may benefit from the addition of the new handyman Andy Gibbs. There are no current jobs allocated to the handyman. There was a discussion about what sort of jobs needed to be completed. It was agreed that all councillors would bring suggested jobs to the April meeting. Parishioners were also asked to let the clerk know of any small jobs that may be outstanding around the village that would be suitable for a handyman to complete. **Action – Councillors to email JDE with any potential jobs for the handyman. JDE to ask parishioners to contact her with any suggestions for potential jobs for the handyman. JDE to collate jobs for discussion at the April meeting.**

58/20 **VE Day** – to discuss if the council would like to purchase any VE Day Memorial street furniture. The possibility of the purchase of a commemorative item for the VE Day Memorial was discussed. The meeting was closed so that parishioners could have the opportunity to speak. The possibility of a commissioned piece of work was investigated. The need for such a piece was questioned, it being on the 75<sup>th</sup> anniversary, not a centenary. The meeting was re-opened. It was agreed that a commissioned piece of work would be costed by GM for discussion at the April meeting. **Action – GM to speak to Gary Cooper regarding the potential cost of commissioning commemorative item for display in the village.**

59/20 **Bright Ideas Fund** – to discuss if there is any need in Maids Moreton to apply for monies from the Bright Ideas Fund. **This fund is specifically for community led businesses. JDE has advertised the fund on facebook.**

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- 60/20 **Maids Moreton Church of England School** – to discuss the plans the school have for their expansion. The architect’s drawings were made available to view at the end of the meeting. JDE outlined the proposals for the councillors.
- 61/20 **Maids Moreton Conservation Group** – to discuss their proposal of tree planting. The meeting was closed for Kevin Robinson, Stevie Lishman and other parishioners to speak. Kevin outlined the proposals for new areas of tree planting, supported by the Woodlands Trust, around Maids Moreton. The opportunity to work on a voluntary basis with the garden landscaping team at Stowe was also raised. The meeting was re-opened. The councillors discussed what areas of Maids Moreton were suitable for new tree planting.  
**Action – PH to meeting KR/SL to discuss the opportunity for new tree planting around Maids Moreton. KR to provide JDE with a short message to be put on Facebook asking for volunteers to work with the landscaping team at Stowe.**
- 62/20 **Councillors Open Forum:** Councillors to bring items forward for the next agenda. PH would like to check all the trees in the village which have a TPO on them. GM would like to investigate the ownership of the land on which the allotments currently sit.
- 63/20 **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. Kevin Robinson has information relating to the ownership of the land on which the allotments sit, as well as other information relating to the historical aspect of Maids Moreton Parish Council.  
**Action - KR and JDE to meet to pass on any relevant information regarding Maids Moreton Parish Council.**  
Sign up to the Maids Moreton Distribution List available.  
1 new email address was added to the Maids Moreton distribution list.
- 64/20 **Date, time and venue of the next meeting:** The next meeting will be held on April 1<sup>st</sup> at 7.30pm at Maids Moreton Village Hall.

*Jacky Dale-Evans*

Clerk to Maids Moreton Parish Council