

Appendix A

Clerks Report – June 2018

News This Month

Councillor Vacancy - The Clerk previously notified the Elections Office of the resignation of Cllr Sidgwick and the vacancy for Parish Councillor has been advertised. The Elections Office have notified the Parish Council that 14 days have now elapsed and that an election does not need to be called. The Parish Council are now able to co-opt. The vacancy has been advertised on the noticeboard and via social media/email group. To date, the Clerk has not received any requests for information or applications for the vacancy.

BBPC Facebook Group – A new Facebook Group has been set up for Bow Brickhill Parish Council with the Chair and Clerk acting as Administrators of the account. The page will include notifications of events, meeting dates, agendas & minutes, planning applications and public notices.

Play Park - Work started at the Play Park on 21st May. A Portaloo was provided for the workers on site which has now been removed.

MKALC Meeting 22nd May - Cllr Price attended the MKALC meeting on 22nd May and shared his findings via email. The speakers were Brett Leahy, Head of Planning Development and Tracy Darke, Service Director for Planning who spoke about the lack of a 5-year land supply in MK and the delivery rate for new houses.

Petunia Beds - Gill Cannell has very kindly planted petunia beds and has been reimbursed for her expenses.

Fun Day - The Fun Day has been agreed as 14th July 12-5pm. A number of actions have been agreed at the extra ordinary meeting on 31st May – please see Matters Arising.

GDPR – GDPR came into effect on 25th May and the new e-database is being used to contact villagers.

Village Issues New This month

Missed Grass Cutting – Woburn Sands Road Ref: FS76344783	Reported to MKC 22/05/2018	Actioned
Last House on Blind Pond Lane – 10 large gas canisters discarded in hedge along with some Anglian Water barriers.	Reported to MKC 11/06/2018	Ongoing
Entrance to field (near last house on right) Blind Pond Lane. 10 large gas canisters dumped	Reported to MKC 11/06/2018	Ongoing
Old Malins Nursery site, large containers dumped	Reported to MKC 11/06/2018	Ongoing
Near Ponylands, Woburn Sands Road builders rubbish and 20 old fridges / freezers dumped	Reported to MKC 11/06/2018	Ongoing

Village Issues Ongoing

Traffic Lights Station Road	MKC have advised they are exploring short term solutions while there is a proposed change to the technology. Have chased MKC for an update	Ongoing
Ringway Community Projects	The location of 3 benches (Village Green, Greenways and Station Rd) had been advised to Ringway for their operations team to consider repainting – Ringway have advised they still would like to assist and once the weather improves they will confirm the date the work will take place	Ongoing

Church Path	Have been in regular contact this month with both ROW and the Tree Officer regarding the ongoing land ownership issues & a plan on how all issues can be rectified. There was a site meeting on Thursday and while we are waiting for full confirmation it looks like the below work is planned to be completed by MKC- Strim the edges of the path removing some of the overhanging brambles on the bank. Remove any low overhanging branches which may affect horse riders. Do some drainage work on the path itself to reduce the volume of water/ material running down to the storm drain. There is still question over ownership of the bank running alongside and we need to establish if the Parish Council would like to register this land. Have received correspondence regarding a possible grant and support from Greensand Trust.	Ongoing
1 London End Lane footpaths either side	The residents have withdrawn the application (17/01332/MMAM) and a retrospective application has now been submitted (18/00896/FUL). The original application was made on the basis that no soil would be taken off site but as development has gone on there has been a realization that the amount of spoil produced was greater than originally thought. Therefore, the new application is to be constructed with most of the excess soil to be removed from the site.	Ongoing
Yellow Lines in Bus Stop	This item was raised to MKC a while ago and we were advised in March 2017 that it had been incorporated into the lining programme but if no action was taken the matter should be chased. The lines have not been painted to date so MKC had been asked to investigate this and had advised due to budget restraints they have had no budget for refresh of white or yellow lines. It is hoped budget will be available April 2018 and Highways will attend to check the area and add the location to the list but cannot promise they will be repainted as it is done on a priority basis. Have chased MKC for an update	Ongoing
Roundabout/ Junction Brickhill Street & Station Road	Awaiting advices from MKC on the proposed warning signs. We were initially advised that funding is available to do this asap for installation before the end of March, however no signs have been installed. Awaiting advices.	Ongoing
Interpretation Board Village Green & Millennium Plaque	Greensand Trust have advised that there is now a possibility to bid for a grant, Sue and Mary will be filling out the application to proceed. The history society have thanked the Parish Council for the Additional £500 donation, however would like to put this on hold for the current time whilst the S106 funding is decided.	Ongoing

Planning

18/00651/FUL - Planning application for land at Cromwell Stables. The application is a change of use, a conversion of the existing stable building to a residential dwelling.

18/01372/FUL Proposal: Demolition of 2 no. Outbuildings to create access and construction of 28 no. 2, 3, 4 and 5 bedroom residential dwellings and all ancillary works. At: Rectory Farm, Woburn Sands Road, Bow Brickhill, Milton Keynes MK17 9JY.

Playing Field

Playing Field Meeting - A meeting was held between Mr Hill, Cllr O'Rourke and the Clerk to discuss the re-siting on the pitches. Mr Hill produced a plan of proposed pitches. The Clerk to request a quote for the re-siting of the goal posts.

Ditch Clearance - F Morris attended the playing field on 10th May to clean out the ditches and clear the tree branches. Mr Morris has quoted for several ash saplings that have grown up around the Portakabin and if left unchecked may cause problems with the building and damage the pavilion. Additionally, there are numerous weeds growing around the buildings and hardstanding's that ideally need treating. Quote received from Mr Morris – please see attached.

Grass Cutting - The peripheral areas of the playing field have not been cut. Warner's have a contract to cut these areas on a 3 monthly basis which is not considered enough.

Sports Days - have been confirmed as (Little Stars) Friday, 29th June and the (Primary School) Tuesday, 17th July (pm) but school will be lining the track on Thursday, 12th July. The Clerk has notified Mr Hill of these dates to allow for grass cutting.

Appendix B

**Unitary Councillor Report
(Snippets) Report from Cllr David Hopkins, Cllr Victoria Hopkins & Cllr Alice Jenkins – Representing Bow Brickhill at
MK Council
June 2018**



RE: Levante Gate update

Updated highway assessments are being carried out at the moment at the request of Highways England. Once submitted a formal re-consultation (of all those initially consulted and all those who have made a representation) will need to take place. Therefore the application is not scheduled to go to a DCC meeting in June and unlikely for July at present.

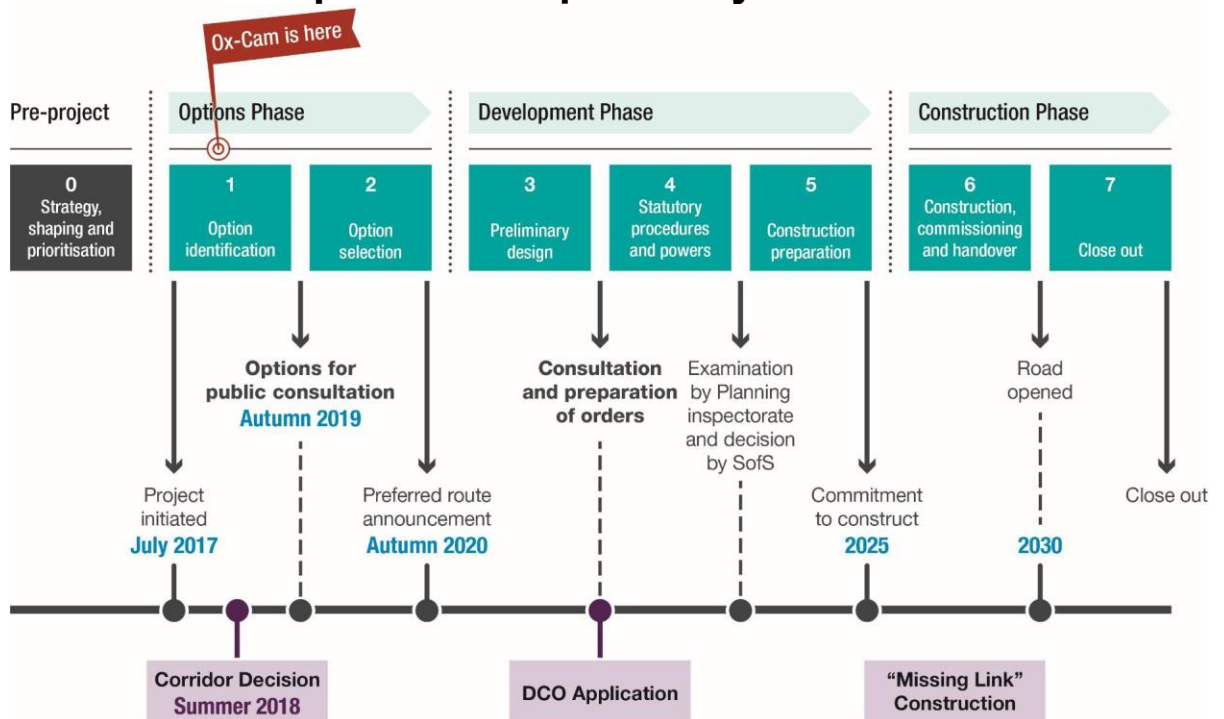
Nicola Thompson - Interim Deputy Development Management Manager

T: 01908 252789 M: 07795475588

E: Nicola.Thompson@Milton-keynes.gov.uk

W: <https://www.milton-keynes.gov.uk/planning-and-building/>

Update: ... Expressway Timeline



East West Rail - Carter Jonas is carrying out the land referencing exercise along the entire route and they are required to list out the ownership of every piece of land which the scheme may impact. This particular notice refers to the parcel outlined on the

map and it has been necessary to erect the notice because the required information is not available at the Land Registry.

When we submit our Order application Carter Jonas have to sign an affidavit to confirm they have taken all reasonable measures to identify the ownership of all land affected by the scheme. By putting this notice up we are fulfilling our obligations of trying to ascertain the correct ownership and hope that the owner of this parcel will contact us or, alternatively, someone will contact us to disclose the correct ownership. By doing this we are fulfilling our obligations under the pre-Order actions.

I can assure you the notice is nothing more than establishing ownership of the land shown on the map.

Charles Hurst - Stakeholder Manager
East West Rail - Network Rail | Victoria Square | Birmingham | B1 1BD
Email charles.hurst@networkrail.co.uk Tel: 07515 620485



The next scheduled cleanse for the area is due Friday
22/06/2018.

Tony Brown - Waste Services Officer
Milton Keynes Council, Milton Keynes Waste Recovery Park, 9 Dickens Road,
Old Wolverton, Milton Keynes, MK12 5QF
email: anthony.brown@milton-keynes.gov.uk



Town and Country Planning Act 1990 (As Amended)
Town and Country Planning (Development Management Procedure) Order 2015
Application no: 18/01372/FUL

Proposal: Demolition of 2 no. Outbuildings to create access and construction of 28 no. 2, 3, 4 and 5 bedroom residential dwellings and all ancillary works.

At: **Rectory Farm Woburn Sands Road Bow Brickhill Milton Keynes MK17 9JY**



Parish Recycle Forum

We would like to invite you to attend our Parish Recycle Forum on Tuesday 3rd July 2018, from 10am to 12 noon at the MK Recycling Factory in Old Wolverton (MK12 5QD). As part of the Get Sorted MK! campaign we would like to get all the Parishes involved together to share your ideas and successes at getting local residents sort their rubbish correctly - and collect your recycling freebies for your Summer events too!

The morning will include:

- Sharing experiences and advice to other Parishes on your Get Sorted MK campaign so far
- Collect leaflets
- Take away freebies, including pens, pencils, bugs and magnets
- Recycling craft ideas for your events
- Learn how to make your own recycling table-top game
- Clarification of what items go into each recycling container so you are confident when speaking to the Public
- Tour of the Recycling Factory
- Refreshments

Booking is essential, so please email wasteeducation@milton-keynes.gov.uk for a max. of 2 persons per Parish Council

Sarah Spicer - Waste Education

Tel. 01908 252312 Mob. 07944874614

sarah.spicer@milton-keynes.gov.uk

'Educating the mind without educating the heart is no education at all'
Aristotle

Tour the factory www.milton-keynes.gov.uk/mrf

School resources www.milton-keynes.gov.uk/schoolsrecycle

Nappy Info www.milton-keynes.gov.uk/realnappies

Recycling Info www.milton-keynes.gov.uk/recycling

The Recycling Factory, Milton Keynes Council, Colts Holm Road, Old Wolverton, Milton Keynes, MK12 5QD



Parking – Question to Cabinet (Response)

Costings for the employment of a full time and/or part time traffic warden dedicated to patrolling only in Woburn Sands

Response from Councillor Gowans (Cabinet member for Public Realm):

“The Working Locally Framework identifies parking enforcement as a baseline item with the ability for town and parish councils to influence the service or enhance/top up.

The headline figure for a parking enforcement officer is currently around £15 per hour but should Woburn Sands or any other local council wish to look into this further, I would encourage them to get in touch to discuss what those arrangements may look like by contacting Sarah Gonsalves (Acting Director of Policy, Insight and Communications) - sarah.gonsalves@milton-keynes.gov.uk.”



**Councillor Questions - Response to Questions
submitted by Councillor D Hopkins: (a) Collection of Domestic Waste
Cardboard Boxes**

Response from Councillor Gowans (Cabinet member for Public Realm):

“I’d like to thank Councillor D Hopkins for the question.

The current policy is not new and dates from the commencement of the contract in 2009 and subsequently extensions.

I believe most households, including the inference in the question, have been under the impression that larger cardboard left for collection at kerbside was being collected and recycled.

Unfortunately large pieces of cardboard cannot fit in the recycling compartment of the OnePass vehicles and can make the mechanism jam and break. As such, until recently, most cardboard not placed in recycling bags was therefore being collected in the larger residual collection compartment. The machinery at the Materials Recycling Facility (MRF) which separates different recyclates cannot handle oversized materials and will reject such materials. This is regarded as contamination.

If loose cardboard has been broken small enough to fit in the recycling compartment of the collections vehicle and made it through the sorting machinery, if it has been presented loose, any moisture may have made the cardboard too wet to recycle. This is regarded as contamination.

The issue has recently required action due to the high level of reported contamination rates at the MRF with non-recyclables being placed in recycling, which along with cardboard has also included items such as cat litter and disposable nappies. Due to these levels of contamination the contractor recently indicated they would seek to police the issue more vigorously and served notice they would seek to implement financial penalties that exist within the contract for contamination and this would place a financial pressure of the budget of Milton Keynes Council.

In order to reduce and mitigate the possible issues MK Council has recently stepped up our monitoring of contaminated recycling and undertaken a public engagement exercise to increase education and awareness of what can, and what cannot, be placed in recycling sacks in line with our waste collection contract.

In my experience the residents of Milton Keynes are on the whole keen to ensure that they play their part in recycling and most would not have known that not breaking down cardboard and placing it into recycling bags was, in fact, not resulting in the cardboard being recycled and actually had the possibility of placing a financial burden on MK Council.

Obviously it will take time for this greater emphasis on reducing recycling contamination to become custom and practice, and I will raise the issue of further public engage with the Head of Communications. I have also asked our Head of Environment to monitor the impact of the issue on litter and community impact.

Sadly, however, I am unable to recommend, due to the reasons outlined, that we return to collecting loose cardboard as this is neither an environmentally nor financially sustainable option.

I would also very much welcome any thoughts and ideas on how we can improve our communications of the issues I have highlighted and how to imbed good practice with our residents.”



Flooding update – 07/06/2018

Following the impact of the adverse weather in some parts of Milton Keynes between 27 to 28 May 2018 and damage caused to properties, the Council's Cabinet has approved a number of urgent measures to support Milton Keynes communities and residents.

Hardship Grant

An emergency Hardship Grant of £200 will be available to those who were severely affected by the floods and in immediate need of support. The fund will cover the costs of buying items such as food, clothes and laundry.

For residents who have not had insurance to cover the costs of flood damage to their property, the Council may provide further financial support to pay for items such as white goods and flooring. This will be assessed using similar criteria as those used for Council's existing Local Welfare Provision scheme. The Hardship Grant is open to all affected residents, regardless of the ownership status of the property they live in.

Council Tax Suspension

Council Tax action has been suspended for those homes affected by the floods on 27 to 28 May 2018.

Council Rent

The Council will automatically waive Council rent for two months, for council tenants who have suffered significant flooding. No council tenant will be left out of pocket if they have had to pay for temporary accommodation due to the floods.

Milton Keynes Council will commission an independent expert review into issues such as drainage, street cleaning, and flood prevention measures to

address public concerns about these issues and make any recommendations as required.

For more information and frequently asked questions or to apply call 01908 252570.



Oxford – MK – Cambridge Expressway

Ox-Cam Strategic Objective – Example - Connectivity

Connectivity DfT Strategic Objective

Provide an east-west strategic road link between Milton Keynes and Oxford that delivers enhanced connectivity through faster, safer and more reliable connections across the corridor in the broad arc from Oxford to Cambridge via Milton Keynes

Connectivity Intervention Objectives

- Reduce journey times
- Improve journey time reliability
- Promote resilience
- Safety performance of the project delivery
- Safety performance of the finished product

Growth

- High level ambition for transformative growth across the arc
- Expressway can support and assist in delivery of this growth
- Capacity of each corridor to facilitate expressway dependent growth is assessed
- Performance assessment of each corridor is based on current available information

Journey Time Savings

Corridor	Indicative Journey Time Savings in 2041
A	31 to 40 minutes
B1	25 to 32 minutes
B2/B3	31 to 40 minutes

C1	20 to 29 minutes
C2/C3	25 to 33 minutes
M4 J13 at Chieveley to M1 J13 at Milton Keynes	



On the borders Town and Country Planning Act 1990

(As Amended)

Town and Country Planning (Development Management Procedure) Order 2015

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Snippets for June

- **Woburn Sands / Wavendon Weight restriction** – The posts for the terminal signing have been installed, all the signs will be installed by mid - June. The Advanced direction signing for the restriction will be carried out in August/September along with the relining of Kingston roundabout.
- **Lower End Road/Newport Road traffic signals S278 works** – The works are still ongoing. Hopefully, the temporary traffic lights will be removed in mid-June 2018.

Phil Jeffs, EngTech MICE - Clerk of Works/Assistant Engineer

T: 01908 254055

E: philip.jeffs@milton-keynes.gov.uk

- **Parklands (Woburn Sands)** Tom Jones has recently carried out a joint roads and street lighting inspection with Taylor Wimpey on Nampak phase 1 works (Parklands) and would envisage this phase being adopted by MKC highways around July of this year, subject to identified works being remediated.

Tom Jones - Senior Engineering Control Officer- Highway Adoptions

T: 01908 254984 / M:07946 747825



Wavendon Village Fete – Saturday 23 June 2018

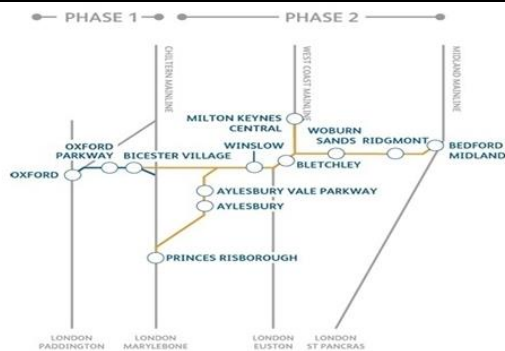
- Woburn Sands Music Festival – Saturday 7th July 2018
- Walton Summer Fayre – Saturday 7 July 2018
- Bedford River Festival – Saturday 14th & Sunday 15th July 2018

Trains ...

A request will be submitted for London Northwestern for a late evening 'Fireworks Flyer' service on the Saturday and all day Sunday service. It is hoped that the Sunday services will run through to Milton Keynes Central following the successful pilot for the 2016 Festival.

The Festival Site has been expanded to incorporate St. Mary's Gardens for 2018, thereby reducing the distance from Bedford St. Johns, and making rail travel more appealing.

A meeting was held with the Bedford Borough Council Events & Community Engagement Manager on 7th November



East West Railway – From Charles

Hurst

I assume the scope of the scheme is well known but just to recap the work affecting your area: we are planning to undertake platform extensions at Woburn Sands and Ridgmont and to include a new service from Oxford to Bedford which will stop at both of these stations. Line speeds will stay as is. We have now moved into the application process so I provide an update on this aspect of the project.

The application documents are progressing well and we are working towards sign off of the complete submission document around a month before the submission date to allow enough time for printing. We will then submit our authority to submit which we need from Network Rail with a submission date of 27th July 2018. Once submitted the objection period starts immediately and the standard objection period runs for 6 weeks although we may be asked to extend this by 2 weeks as it will occur during school holidays.

Copies of all the submission documents will be available when we submit. Copies (either paper copies or USB sticks) will be provided to all statutory consultees which include local authorities and parish councils Anyone can request a copy of a complete set of the documents or individual documents although we are entitled to charge for additional copies. In reality if a few people ask for individual copies we will probably forego the charge but if the requests become too numerous we may have to consider making a charge. Within 28 days of the end of the objection period the DfT (TWA unit) will notify us whether they intend to hold a Public Enquiry which we consider is very likely.

A public enquiry will run from around the end of February for about 6 weeks after which the Planning Inspectorate and the Secretary of State decide whether to make the Order requested.

Enabling works (or Early Works) will be limited to habitat creation on environmental mitigation sites, maintenance of existing structures, removal of unused track and vegetation clearance in line with rules on nesting birds. We do plan to set up 3 separate compounds over the next 12 months. These are at Bicester, Winslow and Newton Longville. The Winslow site will utilise the new station site and will be used during the summer of this year under Permitted Development rights. Planning approval will be required for the other two sites and these will be utilized in late 2018/early2019.

The site at Newton Longville will include a temporary office block for site based personnel. We plan to also rent an office in Milton Keynes, near to the shopping centre and John Lewis. This will be used as an overspill for our current office in Birmingham and may only be for a few years or until site work proper starts. The main works will only be commenced once Order powers have been granted.

Charles Hurst - Stakeholder Manager

East West Rail - Network Rail | Victoria Square | Birmingham | B1 1BD
Email charles.hurst@networkrail.co.uk Tel: 07515 620485

Our Safety Vision - Everyone home safe, every day

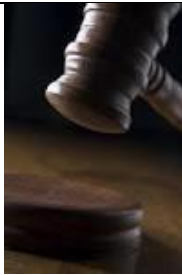


There have been recent impacts to the scheduled refuse and recycling collections mainly centred around the collection of food and garden waste bins, the issues arose from the volume of waste being collected from residents due to the good weather. The Increase in volume meant additional trips to the food and garden waste transfer station which is based in Castlethorpe , this did unfortunately result in a number of collections over running into the following day for parts of the Borough. We would like to apologise to all residents affected but I am pleased to say that we were back to normal collections over the past two weeks.

The scheduled cleanse for the area was due today week 7 of the 8 weekly cycle, the next scheduled cleanse is now due on the 12th July, the weed treatment schedule for the area is due 15th August 2018 again dependent on the weather conditions.

Tony Brown - Waste Services Officer
Milton Keynes Council, Milton Keynes Waste Recovery Park, 9 Dickens Road, Old Wolverton, Milton Keynes, MK12 5QF
email: anthony.brown@milton-keynes.gov.uk

Watch our video on Recycling Your Food Waste in MK
<https://youtu.be/6bQ9GaTMdV8>



TOWN AND COUNTRY PLANNING ACT 1990 –

SECTION 78

APPEAL MADE BY **WAVENDON PROPERTIES LIMITED** - LAND TO THE WEST OF NEWPORT ROAD AND WEST AND EAST OF CRANFIELD ROAD, WOBURN SANDS

APPLICATION REF: 16/00672/OUT

1. The Secretary of State is considering the report of the Inspector, D R Cullingford BA MPhil MRTPI, who held a public local inquiry between 11-14 and 18–19 July 2017 into the above planning appeal.
2. The Secretary of State considers that he will not be in a position to reach a decision on the above appeal by 30 May 2018, as previously notified, because of the recent ministerial changes. Therefore, in exercise of the power conferred on him by paragraph 6(2) of Schedule 2 to the Planning and Compulsory Purchase Act 2004, the Secretary of State hereby gives notice that he has varied the timetable for his decision which was previously set, and he will now issue his decision on or before 13 June 2018. Please accept our apologies for this further delay.
Yours faithfully - Maria Stasiak

David Hopkins / Victoria Hopkins / Alice Jenkins

Appendix C

Chair's Report for Meeting to be held at 7:30 pm on 14 June 2018

Councillor Vacancy

Following the resignation of former Councillor Ann Sidgwick, a vacancy remains to be filled on the Parish Council. I would like to encourage any interested and eligible village residents to apply for the vacancy and for Members to offer information and advice to potential applicants as and when appropriate.

Parish Clerk/RFO Resignation

On 7 June, I received the following e-mail from our new Parish Clerk/RFO

Dear Becky

It is with regret that I am tendering my notice as Parish Clerk / RFO / Pavilion Manager for Bow Brickhill Parish Council with immediate effect and am giving one month's notice to terminate my position.

We can discuss my resignation as a 'Matters Arising' at the meeting in June but I feel that the role is not practical with me living in Northampton and is far, far more hours than was advertised. The role was advertised as 15-18 hours per week which is easily achievable as I only work 2 days per week. However, these past four weeks I have worked over 30 hours each week to keep up with the workload and have had to take time off from my charity responsibilities on 3 occasions now to allow me to meet parish council deadlines.

I believe the Clerk needs to be local and able to be 'on call' every day to deal with the constant stream of emails and telephone enquiries from residents and the Pavilion queries that come in. At interview I was told I would only need to come into the village to attend the evening meetings and post notices on the board. I have found that I am making numerous trips each week into the village to deal with issues at the Pavilion, gain signatures, etc. and this is just not sustainable for me.

Thank you for having given me the opportunity for working for Bow Brickhill Parish Council. I am extremely grateful for the opportunity but recognise this job is not practical for me.

Due to having pre-booked holiday, my last working day for Bow Brickhill will be Friday, 29th June. I will endeavour to get all work up to date as time allows.

It is, therefore, a matter of the utmost urgency that we find a suitable candidate to take over the role as soon as is practicably possible.

I would like to thank Tessa for her hard and diligent work over the past month and am grateful that she has set in place what I believe to be a number of very efficient systems for the effective administration of the Parish Council.

Play Area

Thanks are also due to Cllr Sally Milford, who has worked hard to bring to fruition the project to renew and refurbish the equipment in the Children's Play Area at Rushmere Close. From the moment the contractors' fencing came down, it was clear that this valuable amenity would be well used and appreciated by village residents and visitors alike.

Picnic Area

The concrete pads for the new picnic tables and benches at Rushmere Close have now been laid and delivery of the park furniture is anticipated over the next week or so. I hope this project will prove as popular and successful as the Play Area.

Rebecca O'Rourke
12 June 2018

Appendix D

RFO REPORT

Annual Audit

The Internal Audit has been completed by auditor, C N Davies. The Annual Governance Statement and Annual Return were approved at the extraordinary meeting held on 31st May and the annual return has been sent to the External Auditor, PKF Littlejohn. The Notice of Period for Exercise of Public Rights was agreed as being between 4th June – 13 July. During this time any member of the public can make an appointment through the Clerk to inspect the Parish Council accounts.

BBFC Court Claim Costs

The outstanding court costs of £255 have now been paid.

Bank Signatories

The Clerk has visited the Natwest and submitted a Bank mandate. Signatories Ann Sidgwick and Rebecca Gurnett are to be removed from the account and Becky O'Rourke, Julian Price and Tessa Taylor are to be added as signatories. Once the new signatories have been added to the account, the Parish Council will then be able to apply for online banking approval.

Payroll Provider

The Clerk has instructed a payroll provider Janet Turner from Befficient Payroll Services to run our monthly payroll. A delay in the May pay run was impacted by Janet not being able to retrieve the HMRC login details from the exiting RFO. Janet has applied for a new HMRC profile. Should the Parish Council miss the HMRC submission deadline, we may face a fine. Janet has stated that as the payroll is so small, if a fine is incurred then she will appeal against this. It was agreed that the Clerk will not be paid in May she had not worked a full month and the Clerk will make her wage claim for May in the June payroll.

Invoice Discrepancies

A few discrepancies have been found with the accounts and additional cheques have been raised this month as a result. They are as follows:-

Warners (Invoice No: 12383 March 2018). The VAT element had not been paid on this invoice and the invoice had been underpaid by £35. Warners notified the Parish Council of this and this has now been rectified.

C J Richards Electrical have raised a query for incorrect invoice payments for invoices issued in April. 2 invoices were issued totalling £417.00 but only £240 of this amount was paid.

- Invoice 3776 total £120.00 – full amount paid
- Invoice 3812 total £297.00 – amount paid £120.
- The clerk has paid the £177 amount outstanding and apologised to C J Richards for the oversight.

The April invoice for A H Contracts (invoice number 10022) had not been paid. This has now been rectified by the Clerk and we are now up to date with all invoice payments.

S106

Payment has been made to NBB Recycled Furniture for the picnic tables and benches. These are expected to be delivered on 14th June.

The pro-forma invoice for the acoustic panels has now been paid and we are awaiting an installation date from Amadeus Acoustic Solutions. The Clerk is awaiting a confirmation date as to when these can be installed and will arrange scaffolding once a date has been confirmed.

Payments Made During May 2018

Date Paid	Service	Net Amount	VAT	Total
01.05.18	Woburn Sands Town Council (Library)	£250.00	£0.00	£250.00
01.05.18	Three Parishes Outing Contribution	£350.00	£0.00	£350.00
01.05.18	Dog Waste Bins	£77.00	£15.40	£92.40
01.05.18	Tree Maintenance in Parkway	£844.00	£168.80	£1,012.80
02.05.18	Cleaning Products	£141.07	£28.21	£169.28
02.05.18	Electricity Bill	£471.67	£23.58	£495.25
03.05.18	Staff Wages	£606.01	£0.00	£606.01
03.05.18	Staff Wages	£285.48	£0.00	£285.48
03.05.18	Heating & Plumbing	£200.00	£40.00	£240.00
03.05.18	Stationery	£52.07	£10.41	£62.48
03.05.18	Clerk's Expenses	£2.75	£0.00	£2.75
08.05.18	Staff PAYE liabilities April 2018	£64.20	£0.00	£64.20
08.05.18	Subscription Fees (BMKALC)	£108.12	£0.00	£108.12
09.05.18	Pavilion Advertising – Hogsty End Magazine	£60.00	£12.00	£72.00
11.05.18	Pest Control	£145.00	£29.00	£174.00
11.05.18	Reimbursement of Chair's Out of Pocket Stationery Expenses	£102.50	£0.00	£102.50
14.05.18	Fire Safety Inspection	£51.00	£10.20	£61.20
14.05.18	Staff Final Salary & Expenses - May 2018	£619.12	£0.00	£619.12
15.05.18	Water Charge	£169.55	£0.00	£169.55
14.05.18	Purchase of Benches and Picnic Tables (S106)	£3,469.72	£693.94	£4,163.66
21.05.18	Gas Bill	£220.66	£44.13	£264.79
23.05.18	Deposit Return	£50.00	£0.00	£50.00
14.05.18	Grass Cutting	£35.00	£0.00	£35.00
TOTAL				£9,450.59

Payments Received May 2018

Date	Service	Total Amount
03.05.2018	S106 Contribution for Sports Hall (S106)	3,256.47
03.05.2018	S106 Contribution for Parks Maintenance (S106)	6,875.00
14.05.18	Pavilion Booking Fee	44.00
14.05.18	Payment of Court Costs	255.00
14.05.18	Duty/VAT Repayment	1,106.97
22.05.18	Pavilion Booking Fee	39.72
25.05.18	Street Dance Hire Payment	71.36
29.05.18	Pavilion Rental - June	1,852.55
	TOTAL	£13,501.07

Appendix E

CORRESPONDENCE

BMKALC – Training opportunities for Councillors and Clerks were distributed to all. Please let the Clerk know if you wish to attend any of the courses.

Parish Forum 14 June – Cllr Milford was invited to the Parish Forum. Apologies were given by the Clerk as this clashed with Parish Council meeting.

Armed Forces Day Flag Raising Ceremony 25 June – Councillors have been invited to this event by Milton Keynes Council.

First West Midlands Trains Transport Integration Forum 27 June – Cllr Hopkins distributed an invitation to this event. This covers both the West Midlands Railway and London Northwestern Railway networks and will cover connectivity and integration issues right across the service area.

Cardboard Collection by Serco – Cllr Hopkins distributed the response from Cllr Gowan regarding the collection of cardboard by Serco.

Greensand Country Festival – Thanks have been received from Claire Poulton for the contribution made by everyone for the first Greensand Country festival and to adding to its success.

East West Rail, Western Section, Phase 2 Notification for land referencing – A briefing note from Network Rail was shared by Lesia Kozlowsky regarding the land referencing exercise which was due to start on 4th June.

Oxford – MK – Cambridge Expressway Cllr Hopkins attended the conference and will circulate the slides (with commentary) as soon as he receives them. Ian Stewart provided the key note speech reporting that he had delivered his report to the Secretary of State (Housing Communities & Local Government). Whilst he cannot publish the report as the Minister is still considering the recommendations he did highlight the following 1) The requirement for the existing timelines for the expressway, east west rail, health services and housing plans to come into alliance 2) Stronger Central Government Focus on the Oxford/Cambridge Arc project. 3) A National Policy Statement is required.

Mayor's Civic Service on Sunday, 8th July – the Chair and Clerk have been invited to the Civic Service. The Clerk has given apologies as both Chair and Clerk are unable to attend.

MK Examination Arrangements – Cllr Hopkins forwarded an update to the MK Examination Arrangements advising that the Secretary of State has appointed a Planning Inspector, David Spencer to conduct an Examination into the soundness and legal compliance of the Plan. He will act as Programme Officer for the Examination and will be responsible for assisting the Inspector with the

administrative and procedural aspects of the Examination process. Hearing sessions will commence at 10.00am on Tuesday 10th July 2018 within Harben House Hotel, Tickford Street, Newport Pagnell, MK16 9EY. Cllr Hopkins is to raise this as an agenda item at the June Danesborough Forum.

BALC - Community Infrastructure Levies/S106 funding. BALC distributed an email to all councils asking for participation on Community Infrastructure Levies and Section 106 funding.

Drainage Issues – 17 Church Road. The residents have copied in the Parish Council with correspondence to Milton Keynes Council chasing up a response for their ongoing drainage concerns. The residents have raised concerns over the level of tarmac on Church Road and how this has risen over the years resulting in the road being too high and causing the garage at the property to keep flooding.