

BOW BRICKHILL PARISH COUNCIL
Minutes of the Meeting of Bow Brickhill Parish Council held on
Thursday 12 September 2019

Present: Cllr R O'Rourke (Chair); Cllr J Price; Cllr P Ball

In attendance: Tony O'Rourke (Clerk)

Public: Mrs D Kesterton; Mr D Kesterton; Mrs V Burton; Mrs S Malleson

The meeting commenced at 7.34pm

1.0	<u>Apologies for Absence</u>	
Noted	Cllr R Ford	
2.0	<u>Casual Vacancy</u>	
Noted	<p>A Casual Vacancy had arisen following the resignation of Cllr Thompson.</p> <p>The Vacancy would be advertised in the usual way and, should no request for an election be received by Milton Keynes Council by 4 October 2019, the Vacancy could be filled by co-option.</p>	
3.0	<u>Declarations of Interest in Items on the Agenda</u>	
3.1	Cllr R O'Rourke: Parish Clerk/RFO is her husband	
3.2	Cllr R O'Rourke: Resident of 1 Station Road, Bow Brickhill	
Noted		
4.0	<u>Public Questions</u>	
4.1	<p>The meeting adjourned at 7:36pm to receive questions from the public</p> <p>Victoria Burton spoke in opposition to planning application 19/02104/REM (see Item 9 below)</p> <p>Mrs Burton explained that, arising from concerns relating to the above application, another Brickhill Sands resident had commissioned a professional planning consultant to produce a response. She told the Council that she would forward the response as soon as she had received it.</p> <p>The basis of Mrs Burton's objection was that this application, for 3 x 4 bedroomed 3 storey houses, materially differed from the original outline application for 3 x 3 bedroomed 2 storey houses, for which planning permission had been approved by MKC in 2018.</p> <p>In addition, Mrs Burton stated that the proposed construction materials were not in keeping with the adjacent Brickhill Sands development or with Bow Brickhill as a whole.</p>	

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<p>Agreed</p>	<p>She went on to explain that the height of the proposed buildings could not now be adequately mitigated by the accompanying landscaping proposals: the large bedroom windows of the revised house at Plot 3 would certainly overlook her property and the property behind hers.</p> <p>Finally, she pointed out that the new application made little, if any, adequate storage facilities for properties of such a size as no garages had been included in the plans.</p> <p>It was unanimously agreed that the Council would send a letter of objection to MKC</p> <p>The meeting resumed at 7:40pm</p>	<p>Clerk</p>
<p>5.0 Agreed</p>	<p><u>Minutes</u></p> <p>Minutes of the meetings of the Parish Council held on 17 July 2019 were accepted as a true and accurate record by all councillors and were signed by the Chair</p>	
<p>6.0 6.1 6.2 6.3</p>	<p><u>Matters Arising from 17 July Meeting</u></p> <p>Cyclists on Hill/Church Road and on Station Road Footpath (Minute 3.2) Discussed under Item 8 - Clerk's Report</p> <p>Request for Reclassification of Footpath from Greenways to the woods at the end of London End Lane as a Bridleway (Minute 5.3) Discussed under Item 8 - Clerk's Report</p> <p>Future of The Wheatsheaf (Minute 7.0) Discussed under Item 8 - Clerk's Report</p>	
<p>7.0 7.1 Noted 7.2 Agreed 7.3 Agreed</p>	<p><u>Unitary Councillor Report</u></p> <p>The Report was circulated to all Councillors prior to the meeting and had been read and noted.</p> <p>It was unanimously agreed that a 20mph speed limit for much of the village should be given serious consideration as time permitted.</p> <p>Mrs Kesterton requested that the report be circulated via the village email group.</p>	<p>Clerk Clerk</p>
<p>8.0 8.1</p>	<p><u>Clerk's Progress Report</u></p> <p>The Report was circulated to all Councillors prior to the meeting and had been read and agreed.</p> <p>Proposed Bridleway behind Greenways up to London End Lane</p> <p>The MKC Rights of Way Officer had asked: "Do you know whether the route is already being used by horses at all? I am aware there is a kissing gate at the far end, so I suspect they are not." We have now received a comprehensive report from Collette Morris, supported by statements from other members of the village</p>	

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<p>8.5 Noted</p> <p>8.6 Noted</p> <p>8.7 Noted</p> <p>8.8 Noted</p>	<p>The Wheatsheaf</p> <p>Now closed, but due to reopen under new management.</p> <p>3rd Defibrillator on Church Road</p> <p>This has been purchased and delivered. Electrician to install outside Wells House on purpose-built stand later this month.</p> <p>Cllr Ball has arranged a further CPR/Defibrillator Training Session to be held at the Pavilion on November 6.</p> <p>Parking in Rushmere Close</p> <p>Request forms have been submitted to MKC for double yellow line painting at the corner of Rushmere Close and Station Road. Will chase up Phil Jeffs at the same time as the weight restriction and wig wag conversation (Ongoing)..</p> <p>Broken and Damaged Bollard and Signage on Station Rd Mini Roundabout Following Minor RTC</p> <p>The Chair and Clerk pointed this out to the CEO of MKC at the meeting with Cllr Hopkins on 19 July. A traffic cone has since appeared, along with some hazard tape, but no progress to speak of (Ongoing)</p>	<p>Clerk</p> <p>Clerk</p>
<p>9.0 Agreed</p> <p>9.1 Agreed</p> <p>9.2 Agreed</p>	<p><u>Planning Notifications from Milton Keynes Council</u></p> <p>Town and Country Planning Act 1990 (As Amended) Town and Country Planning (Development Management Procedure) Order 2015 Application no: 19/02104/REM Proposal: Details of appearance and landscaping At: Land North of Blind Pond Lane Woburn Sands Road Bow Brickhill</p> <p>Response Deadline: 25th September 2019</p> <p>(See Minute 4.1 above) It was unanimously agreed that the Council would send a letter of objection to MKC</p> <p>Application no: 19/02141/FUL Proposal: New residential dwelling (retrospective) and associated works At: Site To The West of 1 London End Lane Bow Brickhill</p> <p>Response Deadline: 27th September 2019</p> <p>It was unanimously agreed that the Council would send a qualified letter of no objection to MKC with the caveat that it be made a condition that the applicant be asked to narrow the bridleway again after his entrance, reinstate the ditch, channel the water under the bridleway, and down the hedge line where it always went in the first place.</p>	

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<p>9.2</p> <p>Agreed</p>	<p>Application no: 19/02119/FUL Proposal: Redevelopment of existing haulage yard incorporating the demolition of the existing farmhouse and 2 no. outbuildings to enable the residential development of the site for 6 no. 3 and 4 bedroom detached family houses with all ancillary works At: Rectory Farm Woburn Sands Road Bow Brickhill Milton Keynes MK17 9JY</p> <p>Response Deadline: 27th September 2019</p> <p>It was unanimously agreed that BBPC would not object to this application.</p>	
<p>9.3</p> <p>Agreed</p>	<p>Application no: 19/02233/FUL Proposal: First floor rear extension At: 53A Station Road Bow Brickhill Milton Keynes MK17 9JU</p> <p>Response Deadline: 2 October 2019</p> <p>It was unanimously agreed that BBPC would not object to this application.</p>	
<p>9.4</p> <p>Agreed</p>	<p>Application no: 19/01616/REM Proposal: Reserved matters application to application 16/02421/OUT for the erection of a single 2 storey dwelling to house an essential equestrian worker. Seeks approval of all matters which include, layout, scale, appearance, landscaping and access. At: Site Rear of Bellow Hill Veterinary Centre Woburn Sands Road Bow Brickhill</p> <p>Response Deadline: 3 October 2019</p> <p>It was unanimously agreed that BBPC would not object to this application.</p>	
<p>10.0</p> <p>Noted</p>	<p><u>Notification of Decisions Made from Milton Keynes Council</u></p> <p>Town and Country Planning Act 1990 (As Amended) Town and Country Planning (Development Management Procedure) Order 2015 Application no: 19/00809/FUL Milton Keynes Council, under their powers provided by the above legislation, Permit the New Build will be 1.5 storey, two-bedroom house. Vehicular access to remain as existing. Three parking spaces and bin storage are provided along with soft landscaping. At: The Old Coach House 2B Church Road Bow Brickhill Milton Keynes MK17 9LD</p>	
<p>11.0</p> <p>11.1</p>	<p><u>S106 Updates</u></p> <p>Public Art</p> <p>Cllr Price explained that he had submitted planning applications to MKC for the Public Art installations on the Village Green and in the Pavilion grounds in July.</p>	

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<p>Noted</p> <p>11.2</p> <p>Noted</p>	<p>Since then, an after much correspondence with MKC planners on the subject, it emerged that precisely detailed technical drawings of the proposed structures would be required (beyond the scope of the sketches and measurements Cllr Price had already supplied to MKC).</p> <ul style="list-style-type: none"> <p>Village Green Installation</p> <p>MKC's Conservation Officer had now become involved because the Green is a Listed site.</p> <p>Cllr Price was advised to withdraw the application for the time being, attend further meetings with MKC to ascertain their requirements in greater detail then resubmit it at no further cost to BBPC. He, therefore, planned to arrange a meeting with MKC, Ian Freemantle (sculptor) and himself in due course.</p> <p>Pavilion Grounds Installation</p> <p>As with the Village Green Installation, precisely detailed technical drawings of the proposed structures would be required by MKC. It was, therefore, necessary for the Council to find an inexpensive person or company able to provide a 3d model and detailed technical illustrations for this purpose.</p> <p>Cllr Ball commented that the organic nature of Ian Freemante's sculptures made this a particularly difficult task.</p> <p>Cllr Price pointed out that, in general, MKC was very supportive of the project and was keen to see it come to fruition.</p> <p>Cllr Price confirmed that the planning application costs could be recouped from the S106 Art Fund budget and believed the same was true of the 3-D modelling/technical illustration costs.</p> <p>The Chair thanked him for his report and confirmed that the dedicated bank account for this funding stream was now open.</p> <p>The RFO added that an additional account was being opened to accommodate the S106 funds held for the Church Hall rebuild project.</p> <p>Playing Fields</p> <p>Cllr Ford had sent his apologies, so should give an update to the next meeting.</p>	<p>Cllr Price</p> <p>Cllr Ford</p>
<p>12.0</p> <p>Noted</p>	<p><u>Monthly Risk Assessment</u></p> <p>Discussed under Item 18</p>	

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<p>14.4</p> <p>Noted</p> <p>Agreed</p> <p>14.5</p> <p>Noted</p>	<p>S137, Residual Preserve Bow Brickhill ('PBB') and Top-Up Funding for Response to South Caldecotte Consultation</p> <p>We have now received the Planning Consultant's invoice for the BBPC response to the South Caldecotte planning application in the sum of £2,150.00 + VAT.</p> <p>As at 6 September, we had received 26 donations to the 'fighting fund', giving a total of £2,110.</p> <p>At the time of the last meeting, the sum required to cover all the consultancy fees for the BBPC response to the South Caldecotte and Caldecotte C consultations, including additional work to address the bridge issue* was £5,432.</p> <p>The bulk of that was covered by the permitted S137 funds of £4,076.24 - a fund which has now been exhausted for the current Council/Financial Year, and the funds from PBB contributed £359.22 towards the shortfall of £1,355.76, leaving a requirement for £996.54 in top up funding.</p> <p>Deduct that from the 'fighting fund' and we now need to find £1,113.46 to cover the latest invoice.</p> <p>*BBPC paid for 'additional work' on the bridge issue because Becky and I had independently commissioned a report from LRM/Miles White on the feasibility of the bridge at a personal cost to us of £1350 + VAT. This was because our home is more profoundly affected by the proposal than the rest of the village.</p> <p>Cllr Ball suggested the Council approach a residents for £10 towards the Fighting Fund as there had been few donations thus far.</p> <p>NatWest Business Reserve Accounts</p> <p>A dedicated account has now been opened for the S106 Art Fund. Another is being set up for the S106 funds held for the ASTRA Church Hall project.</p>	
<p>15.0</p> <p>Agreed</p>	<p>To adopt Bow Brickhill Parish Council Financial Regulations 2019</p> <p>Draft Financial Regulations had been was circulated to all Councillors prior to the meeting and had been read.</p> <p>It was unanimously agreed that the Regulations be adopted.</p>	
<p>16.0</p> <p>16.1</p> <p>Agreed</p>	<p><u>Councillors' Reports and Items for Future Agenda</u></p> <p>Cllr Ball:</p> <ul style="list-style-type: none"> • Defibrillator and CPR Training Update • Recruitment of new Parish Clerk 	<p>Cllr Ball</p>

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<p>16.2</p> <p>Agreed</p>	<p>Cllr Price pointed out that, unlike the Cleaner and Caretaker, the current Clerk/RFO had not had a salary review since his appointment. He therefore proposed that a review of the Parish Clerk's duties and salary be undertaken asap by a confidential committee and that it should comprise himself, Cllr Ball and possibly Cllr Ford.</p> <p>Cllr Price also recommended that any pay award to the current Clerk/RFO be backdated to 1 September 2019.</p> <p>Clerk and Chair to review job description for this purpose.</p>	<p>Cllrs Ball, Price & Ford</p> <p>Chair/ Clerk</p>
<p>17.0</p> <p>17.1</p> <p>Agreed</p>	<p><u>To Report on Correspondence Received and Sent by the Parish Council Not Appearing Elsewhere on the Agenda</u></p> <p>Christmas Tree Lights</p> <p>Sally Pepper, Alistair Twigg and the team asked that they could festoon the tree with lights on 9 November.</p> <p>It was agreed in 2018 that the Council would look into the purchase of additional lights for the tree. Staff changes had meant that this had been put on the proverbial 'back burner' but it was now agreed that the Clerk would establish whether the tree could safely take more lights and, should safety checks permit, would purchase all-weather LED lights. Clerk to liaise with Sally Pepper on this.</p>	<p>Clerk</p>
<p>18.0</p> <p>18.1</p> <p>Agreed</p> <p>18.2</p> <p>Agreed</p> <p>Noted</p> <p>Agreed</p> <p>18.4</p> <p>Noted</p>	<p><u>Pavilion Issues:</u></p> <p>Netball/Basketball Net to be Replaced</p> <p>Pavilion Manager to source and purchase</p> <p>Office Space</p> <p>The possibility of repurposing an area of the Pavilion to provide office space for Clerk/RFO was suggested and agreed in principle. Further research and discussion would be required to progress this.</p> <p>Cllr Ball suggested that the BBPC records be stored electronically to free up storage space. Although a great idea in principle and certainly going forward, it was acknowledged that digitising old records would be unjustifiably time and cost intensive. The Chair also commented that all signed documents would need to be preserved in PDF format which would necessitate a large amount of digital storage space.</p> <p>It was, therefore, agreed that, as time permitted, further research into physical and digital storage solutions, together with refurbishment and modification of the building would be undertaken. This could be financed, at least in part, by future S106 funds.</p> <p>Broken Fridge/Freezer</p> <p>Purchased and replaced as agreed by email.</p>	<p>Pav Mgr</p> <p>Pav Mgr</p> <p>All</p> <p>All</p>

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<u>Issues also Relevant to Item 12</u>		
18.5	Unsafe Switch and Circuit For Ceiling Fan	
Noted	Isolated and made safe.	
18.6	Broken Light above Fridge in Bar Area	
Noted	Replaced	
18.7	Broken Strip Light in Main Hall	
Noted	Repaired	
18.8	Revision to Terms and Conditions of Hire for Adult Parties	
Noted	This seemed to be working well so far. The Pavilion Manager pointed out that bookings to 12 midnight made before the new weekend opening times were agreed must be honoured.	
18.9		
Noted	Unsafe Fence Post	
18.10	Repaired and made safe	
Noted	Cigarette Butt Bin	
18.11	Purchased and delivered. Caretaker to install.	
Noted		
18.12	PPL Licence	
Noted	The Pavilion now has a (backdated for one year) long-overdue PPL/PRS Licence, which covers the use of recorded music at events such as private hires and for dance/exercise classes. This will need to be renewed in September 2020 and all those who run classes at the Pavilion should also have their own licences for this purpose.	
	<u>Longer Term Issues</u>	
18.13	Guttering	
	Gutters had been cleared and repaired for the most part. Further leaks had since been identified and required repair.	
	Cllr Ball requested that the gutters should be cleared annually and this should be added to the work schedule for the Caretaker. Unanimously agreed.	Pav Mgr
Agreed		
18.14	Waste Bins in Park	
Noted	Awaiting quote from for the relocation of one or both of the drum shaped bins from the Pavilion grounds to the Church Car Park	Pav Mgr

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19.0	<u>To Agree the Date of the Next Meeting</u>	
Agreed	The next scheduled Parish Council Meeting is to be held at 7:30pm on Thursday 10 October 2019. Cllr Price said he could not guarantee that he would be present on that date but would notify the Clerk of his availability.	Cllr Price
	The Meeting closed at 8.55pm	

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