

HANSLOPE PARISH COUNCIL

☎ 07383 091319

✉ clerk@hanslopeparishcouncil.gov.uk

Minutes of the Annual Meeting of Hanslope Parish Council on Monday 11th May 2026, 7pm
at Hanslope Pavilion, MK19 7LG.

MINUTES

Present:

D Courtman (Chair)

R Simpkins

A Geary

E Price

H Needham

R Wallond

Ward Cllr: A Andrew

Clerk: G Merry

0 members of the public

26.51 Election of Chairman and Vice Chairman for the year to May 2027

MOTION: To agree the chairman for 2026-27: Cllr Courtman was PROPOSED by Cllr Simpkins, SECONDED by Cllr Needham and AGREED

MOTION: To agree the vice chair for 2026-27: Cllr Wallond was PROPOSED by Cllr Simpkins SECONDED by Cllr Geary and AGREED

26.52 Apologies: No apologies were received

26.53 Minutes from previous meeting held 13/4/26

MOTION: to approve the minutes of the last meeting, PROPOSED by Cllr Wallond SECONDED by Cllr Needham and AGREED

26.54 Declarations of Interest: none

26.55 Governance, Working Groups and Processes

- i. **Governance Documents:** Review and re-adoption of Standing Orders, Financial Regulations and Cllr Code of Conduct. All AGREED
- ii. **Working Groups and Committees:** Review and agree membership and Terms of Reference. The Clerk circulated the list of committee & working group memberships and it was AGREED that all would give consideration to covering the roles. The clerk explained that there was a need to change the way in which the community centre working group operates, due to potential conflict of interest from non-councillor membership. It was imperative that only councillors and invited members of the public with no interest in the project, would be members of the WG and the Clerk circulated PROPOSED terms of reference which were AGREED. A 3rd Cllr will be sought to join the WG.
- iii. **Processes, Policies and Procedures:** Review of all HPC policies. All AGREED
- iv. **Land, Assets and Insurance:** Review and re-adopt Asset Register, Risk Register, and level of insurance cover. All AGREED
- v. **Financial Approvals:** Review Internal control procedure, bank mandate/signatories, rents/tenancies. It was AGREED that Cllr Wallond would go on the bank mandate as a signatory and the clerk will implement this.

MOTION: To agree the re-adoption of the above and any amendments. PROPOSED by Cllr Geary, SECONDED by Cllr Simpkins and AGREED.

26.56 Council

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- i. **Clerk's report:** At 30/04/26, income stood at £79,046 (48% of budget) and expenditure was at £5,141 (3% of budget), with £100 from EMRs. This month, there have been meetings of the Community Centre WG and the Allotment Committee. The internal audit was passed and the AGAR documents will go to the external auditor by 31/5/26. With 2 members gone, there is still a need to actively recruit new Cllrs, but 1 will be co-opted at the June meeting.
- ii. **Highways/Speeding:** Cllr Andrew was thanked for her work with Highways: changes to speed limits, road markings and pothole repairs. Cllr Andrew reported that some road markings need to be changed which she is looking into. Councillor Price asked if the alleyways could be resurfaced and Cllr Andrew advised reporting these on the MKCC website. Cllr Courtman reported that the SID on Forest Rd has been hit and she will arrange for this to be fixed. The Clerk reported that funding from the CIF fund has been AGREED but not yet received. Councillor Wallond reported there have been no CSW sessions, however in June he will have the Sentinel camera for two weeks and this will be more efficient than the usual radar camera, so that different areas will be covered.
- iii. **Any additional reports from Cllrs:** Cllr Andrew reported as follows:
 - TVP are doing additional training for speed checks, so that FPN's can be issued by the police.
 - She will send options for publicly accessible bleed kits, for which section 106 funding may be used and these can be kept with the defibrillators. It is now recommended that defibrillator cabinets are kept unlocked and councillor Simpkins will look into this.
 - The repairs to Station Road should have already started but have been deferred until September. Cllr Andrew will escalate this to local MPs, W Northants Cllrs and three local parishes. A letter will be sent, to be signed by all, making it clear that WNC now has liability.
 - Consultation for the new towns proposal which includes Milton Keynes North is open and can be completed online. However, this involves a complex PDF which is putting people off and it is not clear whether the e-mail address is accepting comments. Cllr Andrew is advising members of the public to object and asked the clerk to circulate information, to help them to complete the PDF. It is possible that the correct legal process has not been followed, as the method of commenting is inaccessible & overly complex and there has not been enough public visibility. Cllr Andrew has written to several public organisations affected.
 - Cllr Andrew is monitoring the scaffolded house on Gold St, and a specialist has assessed the property as unsafe. Cllr Andrews will pass this on to enforcement.
 - There is section 106 money available for small community libraries and Cllr Andrew is recommending that Hanslope, Castlethorpe, and Haversham work together and ask 'Men in Sheds' to build the libraries, as they will charge less for a joint order. Milton Keynes library can supply the books and also restock.

Cllr Andrew left the meeting at 7:30 PM.

26.57 Planning

- i. **New planning applications: May 2026 and updates.** There were currently no active planning applications.
MOTION: NOT REQUIRED.
- ii. The Clerk requested an amendment to the agenda so that this item states "footpath **38**" not 28, this was AGREED. Cllr Courtman reported that the diversion of footpath 38 is no longer happening and the planning application for Munday's Meadow has been withdrawn. The Clerk had not received notification of this.
MOTION: not required

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- iii. **New Town's shortlist- PROPOSED North MK site:** Cllr Geary circulated a proposed response to the consultation, to be AGREED in principle. He had met with Cllrs from Haversham/Little Linford and the grounds for objection had been agreed. The objections were each discussed and the Clerk agreed to complete the consultation PDF using Cllr Geary's wording. She will circulate this before it is submitted and she agreed to share the link for objecting, with all councillors. Cllr Geary stated on record, that he has no pecuniary interest in any of the land for the proposed development. The development is developer-owned & led and if defeated, may well come back.

MOTION: To agree a response the consultation re North Milton Keynes proposal, PROPOSED by Cllr Geary SECONDED by Cllr Price and AGREED

- iv. **Compulsory purchase of sites:** Cllr Geary stated that the borough has powers to compulsorily purchase but will be reluctant to do so, as the legal route is expensive. He suggested it was worth an approach to MKCC and it was agreed that the Clerk will write to the Head of Planning, suggesting that the PC may meet some of the legal costs.

26.58 Finance

- i. **Reconciliations & financial situation report to April. 30th 2026:** The clerk had circulated the April accounts and Cllr Price had checked the reconciliation reports.

- ii. **Internal audit report and reappointment of internal auditor:** the clerk had circulated the internal audit report which all were happy with. It was discussed and agreed to reappoint the auditor for the year to 2027.

MOTION To approve the reappointment of Tina Charteress as internal auditor 26-27 PROPOSED by Cllr Price SECONDED by Cllr Wallond and AGREED.

- iii. **AGAR - approval of the Annual Governance Statement and the Annual Accounting Statement:** The Clerk read out each statement from the annual governance statement including the new Assertion 10, and council affirmed in each case.

MOTION: to agree the Annual Governance Statement PROPOSED by Cllr Wallond SECONDED by Cllr Simpkins and AGREED

The Clerk had circulated the full AGAR and all agreed the Annual Accounting Statement.

MOTION to agree the Annual Accounting Statement, PROPOSED by Cllr Price, SECONDED by Cllr Simpkins and AGREED. The Clerk and Cllr Courtman signed both sections of the AGAR.

- iv. **Option to tax:** The clerk advised that it was likely that the parish council will register for VAT and 'Opt to Tax', as it would be difficult to legally continue reclaiming VAT on the current system, potentially leading to investigation. The new build will entail high costs and therefore high levels of VAT reclaim. Opting to tax would legitimise VAT refund claims but would also entail charging VAT on services, such as lettings. It was necessary to obtain the correct advice and to this end, the clerk set up a meeting with PSTAX, as recommended by the SLCC, at a cost of £880 +VAT. This was discussed and agreed, due to the importance of understanding HMRC rules.

MOTION: To agree to obtain expert advice at £880 PROPOSED by Cllr Wallond SECONDED by Cllr Courtman and AGREED.

- v. **Approval of payments May 2026:** The list of payments was circulated (below): -

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DATE	Invoice from	For	Net	Vat	Total
27/01/2026	MKPA	Summer play sessions x 4 - July '26	£ 2,730.00		£ 2,730.00
27/01/2026	MKPA	Summer play sessions x 3 - Aug '26	£ 2,184.00		£ 2,184.00
05/04/2026	BMKALC	Annual Subscription/Membership	£ 594.24		£ 594.24
17/04/2026	Rialtas Business Solutions Ltd	Yearend checks and close down	£ 938.00	£ 187.60	£ 1,125.60
18/04/2026	Almar - Tring	Printing - Annual Report	£ 83.90		£ 83.90
24/04/2026	MKPA	3 x baby group – April	£ 586.14		£ 586.14
27/04/2026	Pidge's Poop Scoop	4 x scoops – April	£ 120.00		£ 120.00
28/04/2026	Clear Councils	Annual Insurance	£ 3,523.72		£ 3,523.72
28/04/2026	Iain Laurie (allotment committee)	Reimburse allotment expenses - petrol, key cuts	£ 83.52		£ 83.52
30/04/2026	Trevor Marshall (Red Marshall Ltd)	Support for production of Hanslope Podcast 2026	£ 100.00	£ 20.00	£ 120.00
30/04/2026	Suez	April empties - wheely bins	£ 71.27	£ 14.25	£ 85.52
30/04/2026	Anne Washington	Caretaking - April.	£ 570.00		£ 570.00
30/04/2026	Tove Landscapes	Football pitch overmarking - April	£ 175.00	£ 35.01	£ 210.01
30/04/2026	Tove Landscapes	Monthly maintenance contract - March (Inc. Churchyard)	£ 2,522.91	£ 504.59	£ 3,027.50
30/04/2026	Tove Landscapes	Trim overhanging trees behind pavilion	£ 200.00	£ 40.00	£ 240.00
01/05/2026	Tove Landscapes	Landscape Maintenance Contract – April	£ 2,522.91	£ 504.59	£ 3,027.50
01/05/2026	Tove Landscapes	9 x village sleeper beds	£ 6,300.00	£ 1,260.00	£ 7,560.00
01/05/2026	Marcus Young Ltd	Bins and dog bins – April	£ 671.55	£ 134.31	£ 805.86
05/05/2026	Tina Charteress	Internal Audit	£ 200.00		£ 200.00
05/05/2026	Terry Cordery	Clean solar panels, cameras and windows	£ 250.00		£ 250.00
05/05/2026	Tara Davies	Cleaning – April	£ 180.00		£ 180.00
13/04/2026	G Merry	PC Expenses – April	£ 10.30		£ 10.30

MOTION: To approve invoices as presented PROPOSED by Cllr Wallond, SECONDED by Cllr Simpkins and AGREED

26.59 Recreation Ground

- i. **New Community Centre:** The current budget includes a £200,000 loan from PWLB, potentially over 25 years. It was agreed that the clerk will present the options re. borrowing vs repayment terms, at the next meeting. The architect is procuring quotes for mechanical/electrical contractors, quantity surveyors and structural engineers. No quotes had been received yet, so this item was deferred but it was agreed that the working group would have delegated responsibility for evaluating quotes and making a recommendation to the next PC meeting.

MOTION: To delegate responsibility for assessing quotes and recommending companies for the above roles, to the community centre working group PROPOSED by Cllr Simpkins SECONDED by Cllr Needham and AGREED.

- ii. **Football Pitch Permits:** The Ts & Cs document for football pitch permits had been circulated to all councillors. It was agreed that no changes were needed and the state of the changing rooms would continue to be monitored by the clerk
- iii. **Nighttime lighting options for the car park:** The Clerk had received and circulated 3 quotes, with each company taking a slightly different approach. The pros and cons of

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each were discussed and Cllr Wallond reported that CCTV had shown no illegal activity taking place. For this reason it was decided to **DEFER** implementing the project until the new community centre was built.

26.60 Village Projects

- i. **Updates on Hanslope Fields transfer of car park and Public Open Spaces:** No update had been received from the solicitor.
- ii. **Update on transfer of Wheatfields Public Open Spaces:** No progress.
- iii. **Bench by the Pond:** 2 out of 3 contractors had submitted quotes and it was agreed to engage Tove Landscapes at £180 plus the cost of the bench at £325. The bench would not be re-sited and the current one would be replaced by a recycled plastic bench. The caretaker will be asked to keep this clean. Mr Wicks Ltd will be engaged to replace the wooden backrest, on the rotten bench opposite the end of Eastfield Drive.
MOTION: To agree to replace the bench as per budget but not relocate, **PROPOSED** by Cllr Simpkins **SECONDED** by Cllr Needham and **AGREED**
- iv. **Community Library:** The installation of a small community library was discussed to be installed at the rec. ground, where it may be monitored by CCTV coverage. Costs were agreed at £650 if 3 villages are going ahead, or £695 if it was just for Hanslope.
MOTION: To agree to obtain & install a community mini library at £650/£695 plus installation, **PROPOSED** by Cllr Simpkins **SECONDED** by Cllr Courtman and agreed
- v. **Bucks Best Kept village:** The annual village litter pick will take place on the 31st May meeting at the Rec. ground at 10am. Councillors were asked to support this.

26.61 Section 106 Projects: No further updates. The working group are focusing on the new community centre build.

26.62 Allotments: Cllr Simpkins advised there are now no vacant plots. Cllr Needham is actively promoting the summer competition and prize-giving

26.63 Date of Next Meeting: 8th June 2026 at 7pm

..... **Signed**

..... **Date**