

NORTH CRAWLEY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Tuesday 6 April 2021 at 7.30 pm

(Under the Local Authorities (Coronavirus) Regulations 2020, this meeting was held using video conferencing)

Present:	Parish Councillors: Steve Garner (in the Chair), Sue Garner, D Harpur, M Hold, T Smith and J Weatherley Clerk/RFO S M Bushnell Ward Councillor D Hosking; Ward Councillor K Mclean (after Item 10/04/2021)	ACTION
01/04/2021	Apologies for Absence Ward Councillor P Geary and PCSO Arlene Ormston	
02/04/2021	Membership of Parish Council: The Clerk reported that a Casual Vacancy Notice had been publicised and that a new resident had expressed an interest in becoming a Parish Councillor.	
03/04/2021	Declarations of Interests: Cllr Weatherley declared an interest in Item 9 on the agenda as she was acquainted with the owners of 4b Brook End and also because she had an involvement in the St Firmin's Church tree application.	
04/04/2021	Approval of Minutes: The Minutes of the Parish Council meeting held on 2 March 2021 were approved.	
05/04/2021	Items from members of the public: There were two members of the public present at the meeting but no specific questions were raised for consideration at this point.	
	Matters Arising from the minutes	
06/04/2021	Minute 06/03/2021 Review of North Crawley Conservation Area: The Clerk reported that no further news had been received on this matter but she would endeavour to get a response before the next meeting.	Clerk
07/04/2021	Update from PCSO Arlene Ormston: Arlene was not at the meeting but had informed the Clerk that there had been one crime reported in North Crawley during March which was the theft of lawn mowers from a shed.	
08/04/2021	Crime Correspondent: The Chair reported that former parish councillor Roz Hatton had agreed to be the Crime Correspondent for the Parish Council. She had enjoyed this aspect of work whilst a councillor which had prompted the Chair to suggest that she might be ideally suited to this new role. She would liaise as necessary with Arlene Ormston and produce reports for Parish Council meetings on crime and public safety matters. It was agreed that this was a good initiative and thanks were expressed to Roz for taking on this role.	
09/04/2021	Planning Applications: Application no: 21/00611/FUL - Proposal: Conversion of existing stables block to form 3-bedroom bungalow including the construction of a new detached car-port and store at 4B Brook End, North Crawley,	

Signed: Chair Clerk Date

	<p>Newport Pagnell, MK16 9HH – It was agreed that it was important for there to be consistency in the comments made by the Parish Council on planning applications. This application could therefore not be supported for several reasons including that it was outside the settlement boundary and in open countryside. Cllr Harpur would draft a suitable reply to MKC.</p> <p>Application no: 21/00712/FUL - Proposal: Retrospective application for replacement fence, vehicular access with wooden gates and brick pillars and part enclosing of existing carport at Ivy House, 31 High Street, North Crawley, Newport Pagnell, MK16 9HN – It was unclear as to why this retrospective application was now being made as the work took place some time ago. Ward Cllr Hosking confirmed that, even though it was retrospective, the application would be considered as if the development had not taken place. He agreed to look further into the history of this application and to contact Cllr Harpur in order that a suitable reply could be formulated.</p> <p>Application no: 21/00692/TCA - Proposal: Notification of intention to reduce the crown on Sycamore Tree (T1) by 5 meters in height and a total of 3 meters to the sides at St Firmin’s Church, High Street, North Crawley, Newport Pagnell, MK16 9LH – Cllr Harpur expressed concern as to whether the work that was being proposed to this tree was suitable. It was agreed that a response would be sent to confirm that the Parish Council had no objections to the work in principle providing that the MKC Tree Officer had considered the application and confirmed that the work being proposed was appropriate and would not cause any damage to the tree.</p>	
10/04/2021	<p>Bryans Crescent Car Park: The Clerk reported that the work to the surface of the car park entrance was in progress. She had not yet received any information as to when the signs for the car park would be available and would chase this with MKC.</p>	Clerk
11/04/2021	<p>The Cock Inn: The Chair reported that he had received a suggestion from a former parish councillor that The Cock Inn be listed as an Asset of Community Value. Cllr Maclean confirmed that such a Listing could be useful in some cases as it bought time in situations where the future of an important village asset was unclear. It was suggested by Cllr Sue Garner that, in addition to the Cock Inn, the Chequers and the Village Shop could also be listed in order to protect them in the future if there were changes in ownership. It was agreed to look further into this with a view to listing all three village assets (approved by four councillors with abstentions by Cllrs Hold and Harpur due to requiring further information).</p>	Chair/ Clerk
12/04/2021	<p>Neighbourhood Plan: The Chair reported that all responses to the leaflet had been consolidated and that all respondents would receive a reply. Additional support was being provided from AECOM consultants and the Steering Group would shortly be meeting with them to consider various issues. Comprehensive feedback should be available at the next meeting.</p>	
13/04/2021	<p>Councillors’ Reports:</p> <p>Highways: Cllr Harpur reported that recent gully works had taken place near to Ringtail Farm on the Cranfield Road.</p>	

Signed: Chair Clerk Date

	<p>Landscape: Cllr Sue Garner reported that she would shortly be meeting with RTM Landscapes to discuss the planting of daffodils on Kilpin Green. The Chair thanked Cllr Garner and Cllr Weatherley for the splendid decorations they put on the trees on Kilpin Green to mark the day of reflection promoted by Marie Curie. Cllr Weatherley commented that she had received feedback from some residents that this had been a moving and worthwhile experience.</p> <p>Signs on Bus Shelter: Cllr Sue Garner had met with the Clerk at the Bus Shelter and had discussed this matter. The signs and the noticeboard for the map would be attached to the rear of the bus shelter once it had been re-stained.</p> <p>Play Park Committee: The Chair reported that the Committee had been successful in obtaining a lottery grant of just under £10,000. The funds would be used in the first instance to provide netting to protect the play park from cricket balls and it was hoped that this would be completed before the commencement of the cricket season.</p> <p>IMC: The Institute was ready for business but no IMC meeting had taken place. A Government business re-start grant of £8,000 had been received.</p> <p>Book Swap: The cabinet for this had now been completed and had been installed behind the shop. The Little Book Library was now open and the opening ceremony had collected £700 for charity. Thanks were due to the Ward Councillors for contributing some of their annual ward grant towards the cost of this project.</p> <p>Nixeys Walk Wild Flower Project: The Chair reported that the school children would soon be involved in scattering seeds. They were also to be given two plug plants each to plant at the front of the flower bed. Friends of North Crawley School (FONS) was also providing 2 hedgehog houses and a bug hotel for the area.</p> <p>August Bank Holiday Fun Day: The Chair reported that he was planning to organise an afternoon on 30 August for the community to enjoy.</p> <p>Footpaths: Cllr Smith reported that a letter had been sent to Chicheley Estates enquiring about the possibility of a permissive path being created over its land. Unfortunately it had been confirmed that this would not be possible.</p> <p>The MKC Rights of Way Officer was currently investigating the status of the path by the Grange.</p> <p>It was noted that the fence alongside the Old Vicarage was leaning dangerously in places and it was agreed that Cllr Smith would contact MKC about this and the Clerk would also contact the owner direct.</p>	TS/ Clerk
14/04/2021	<p>Ward Councillors' Report:</p> <ul style="list-style-type: none"> • Ward Cllr Hosking reported that there was no further news on the MK East planning applications but he confirmed that he would inform the Clerk as soon as they were submitted. • He had received an email from a resident about the defective lighting in Hackett Place and had taken this up with the Head of Community Services. 	

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	<ul style="list-style-type: none"> • Ward Cllr McLean commented that the start of the On Demand Transport Service on 1 April had not gone well for some people. He acknowledged that this service could potentially be very good if these initial problems were resolved. He asked to be informed of any problems so that they could be investigated. • Cllr McLean requested that the Ward Councillors' Report item be earlier on the agenda. The Chair explained that it was moved to ensure that the Ward Councillors heard the Parish Councillors' Reports as advice was often needed on issues. However, the Chair would look to cover the Parish Councillors Reports much earlier in future agendas and then cover Ward Councillor reports immediately after them. 																																																													
15/04/2021	<p>Finance Matters:</p> <table border="1"> <thead> <tr> <th>RECEIPTS</th> <th>AMOUNT</th> <th>METHOD</th> <th>DETAILS</th> </tr> </thead> <tbody> <tr> <td>Re. Gavin Wheldon</td> <td>£740.00</td> <td>D Credit</td> <td>Interment, Exclusive Rights and Memorial Fee re the late Gavin Boyd Wheldon</td> </tr> <tr> <td colspan="4">PAYMENTS</td> </tr> <tr> <td>Sage UK Ltd</td> <td>£8.40*</td> <td>D Debit</td> <td>Payroll software – April 2021</td> </tr> <tr> <td>Zoom</td> <td>£14.39</td> <td>Charge card</td> <td>Monthly video conferencing fee</td> </tr> <tr> <td>Boston Seeds</td> <td>£185.99 *</td> <td>Charge card</td> <td>Wildflower Meadow Seed for Nixeys Walk</td> </tr> <tr> <td>Barclaycard</td> <td>£200.38</td> <td>D Debit</td> <td>Charge card transactions (as above)</td> </tr> <tr> <td>Wave</td> <td>£13.11</td> <td>D Debit</td> <td>Churchyard water to 9.3.2021</td> </tr> <tr> <td>S M Bushnell</td> <td>£29.27</td> <td>102137</td> <td>Reimbursement of postage to March 2021</td> </tr> <tr> <td>Village Warden - salary</td> <td>£145.97</td> <td>102138</td> <td>Salary February to March 2021</td> </tr> <tr> <td>Clerk - salary</td> <td>£1,068.58</td> <td>102139/140/141</td> <td>Salary January to March 2021</td> </tr> <tr> <td>HMRC</td> <td>£302.00</td> <td>D Debit</td> <td>PAYE related to above salaries</td> </tr> <tr> <td>Groundwork UK</td> <td>£2,242.00</td> <td>102142</td> <td>Return of unspent Neighbourhood Plan grant</td> </tr> <tr> <td>RTM Landscapes Ltd</td> <td>£308.10 *</td> <td>102143</td> <td>Grass cutting – March 2021</td> </tr> <tr> <td>S M Bushnell</td> <td>£100.00</td> <td>102144</td> <td>Contribution to annual telephone and printing costs</td> </tr> </tbody> </table> <p>* Payment includes VAT</p> <p>The receipts and payments report up to 31 March was received. The Clerk explained that the financial year-end had not yet been processed and so the figures did not represent the accounts at the end of the year.</p>	RECEIPTS	AMOUNT	METHOD	DETAILS	Re. Gavin Wheldon	£740.00	D Credit	Interment, Exclusive Rights and Memorial Fee re the late Gavin Boyd Wheldon	PAYMENTS				Sage UK Ltd	£8.40*	D Debit	Payroll software – April 2021	Zoom	£14.39	Charge card	Monthly video conferencing fee	Boston Seeds	£185.99 *	Charge card	Wildflower Meadow Seed for Nixeys Walk	Barclaycard	£200.38	D Debit	Charge card transactions (as above)	Wave	£13.11	D Debit	Churchyard water to 9.3.2021	S M Bushnell	£29.27	102137	Reimbursement of postage to March 2021	Village Warden - salary	£145.97	102138	Salary February to March 2021	Clerk - salary	£1,068.58	102139/140/141	Salary January to March 2021	HMRC	£302.00	D Debit	PAYE related to above salaries	Groundwork UK	£2,242.00	102142	Return of unspent Neighbourhood Plan grant	RTM Landscapes Ltd	£308.10 *	102143	Grass cutting – March 2021	S M Bushnell	£100.00	102144	Contribution to annual telephone and printing costs	
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16/04/2021	<p>Churchyard Matters:</p> <p>The late Gavin Boyd Wheldon – Interment Fee, Exclusive Right of Burial Fee and Memorial Fee received. Exclusive Right of Burial Certificate no 198 signed for Plot 3/100.</p>																																																													
17/04/2021	<p>Meetings with other organisations: None</p>																																																													
18/04/2021	<p>Correspondence and information matters:</p> <p>Toddler Praise: A Thank You card had been received from Toddler Praise for the £50 grant received.</p> <p>Noticeboard: The Clerk reported that the PC noticeboard was currently not in place due to refurbishment being carried out by the Village Warden. It had transpired that the rear of the noticeboard had been badly rotten in places and the refurbishment was therefore taking longer than originally anticipated.</p> <p>The Chequers: An email had been received from the landlord of the Chequers concerning the placement of two moveable tables in Chequers</p>																																																													

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	<p>Lane alongside the pub boundary for additional temporary outdoor customer seating. He was intending to write to all the neighbours to inform them of this and ask for their support. It was agreed that the Parish Council had a neutral view on this as long as the road was not blocked and if the neighbours approved. The Clerk was however asked to email Neil Allen, the MKC Regulatory Services Officer to obtain further advice on this.</p> <p>Archery Club: Referring to Minute 22/03/2021, the Chair reported that he had met with the Chair of the Bedford Falcon Archery Club and had explained the concerns about this activity taking place near to a popular public right of way. He explained that the club had moved the target nearest the footpath to an area significantly further away as well as filling in some of the gaps in the hedgerows that ran along the path following his visit, which was much appreciated. He had also received a "Range Assessment" (which illustrated the layout of the Archery Club) but not a Risk Assessment (which was asked for) which would identify the risks in order of severity along with mitigation to minimise the risks. Nor had he received, as requested, a copy of the Public Liability insurance that was, presumably, in place. It was regrettable that the Chair of the Archery Club was unable to attend the meeting tonight as she had originally indicated as she could have explained more about these matters. It was clear from the Chair's conversation with her that the Club was likely to be based there for some considerable time. Ward Cllr Hosking commented that planning permission would probably be needed if the use was commercial and/or took place for more than 28 days per year. The Clerk was asked to contact MKC Planning Enquiries for advice.</p>	Clerk
19/04/2021	<p>Operation London Bridge: A brief discussion took place about Operation London Bridge which was the code name given to the procedure to be followed in the event of the death of a Senior Royal, namely HM The Queen. Operation Forth Bridge was the equivalent code name relating to HRH The Duke of Edinburgh. It was decided:</p> <ul style="list-style-type: none"> • that the Union Flag would be flown in line with the published protocol • that a new Union Flag would be purchased as the current flag was becoming tattered • that the PCC would be reimbursed the cost of one of the Books of Condolence which had been purchased for St Firmin's Church at a cost of £52. These books, when completed, would become important historical documents. 	Clerk
20/04/2021	<p>Date and time of next meeting: It was reported that the emergency legislation which had enabled councils to meet remotely during the COVID-19 crisis would not be extended beyond 6 May 2021. Although the next meeting could have been held remotely, it was decided that it would be held as follows: Tuesday 4 May 2021 at 7.30 pm in the Institute</p> <p>POST MEETING NOTE: The meeting will be held via Zoom as Institute not available until 6 May 2021.</p>	

Signed: Chair Clerk Date