

## **MINUTES of the MEETING held on Monday, 8<sup>th</sup> May 2017**

### **Following the Annual Meeting at St. Mary's Church, Woughton on the Green**

**Councillors present:** A. Humphries (in the Chair) M. Blomley, R Brown, R. Kenyon, R. Grindley, J Howson and P. Nash.  
Ward Cllr Peter McDonald.

9 members of the public

Clerk: Julian Vischer

#### **1. Public Open Forum**

**The Chair** reflected upon the sad loss of Parish Councillor Richard Freeman. Condolences were offered to his wife and family.

**Mrs Hiddema ? (WP)** reported that although management of the Marathon event was much improved this year it still left something to be desired in the areas of briefing/warning residents – e.g. a leaflet drop – clearing-up water bottles and parking on Newport Road. Clerk to feedback to organisers. **CLK**

#### **2. Procedural**

**2.1. Apologies** – Cllr C. Hall. These were accepted.

**2.2. Declarations of interest by councillors** - None

**2.3. To agree the minutes of the March meeting-** These were duly accepted as a true and accurate record.  
Proposer Cllr Grindley, Seconder Cllr Kenyon. Unanimous.

**2.4. Matters arising from these Minutes not covered elsewhere on the agenda**

**2.4.1. BT public phone box in WOTG(S)** – the phonebox had been repaired.

**2.4.2. Village name signs** - Cllr Blomley requested approval for the quotation received for the two oak sign boards to be attached to noticeboards (£450). Approved. Proposer Cllr Blomley, Seconder Cllr Nash. Unanimous.

**2.5. Notice of Parish Councillor Vacancy** – It was agreed to contact the Elections Office to arrange a Vacancy Notice for Woughton Park as soon as possible.

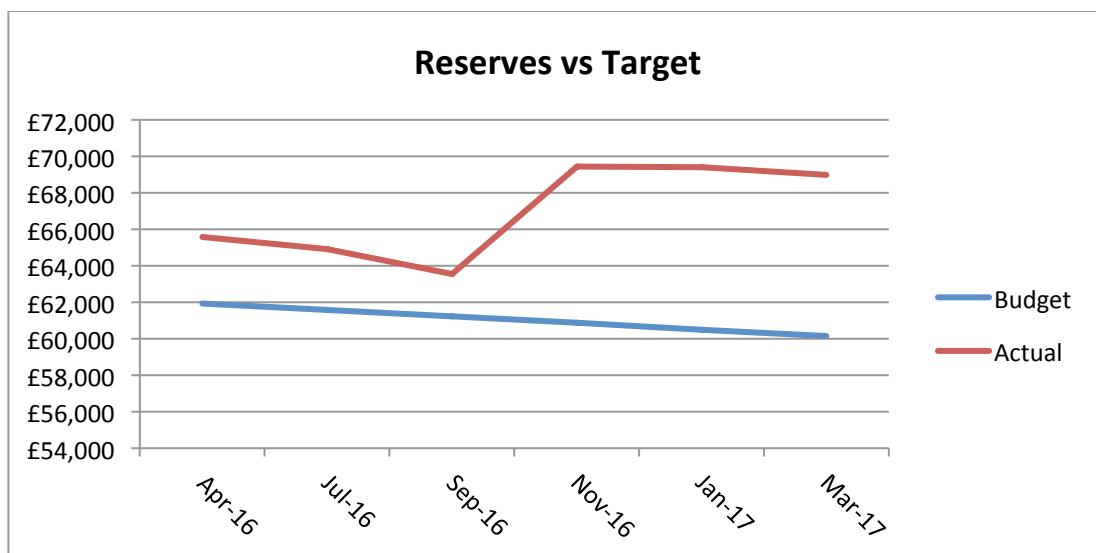
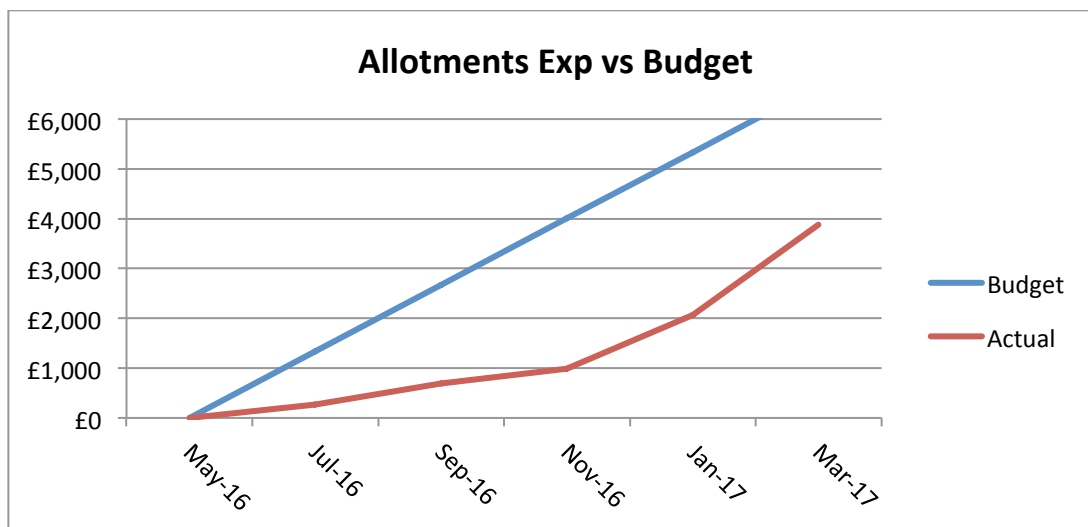
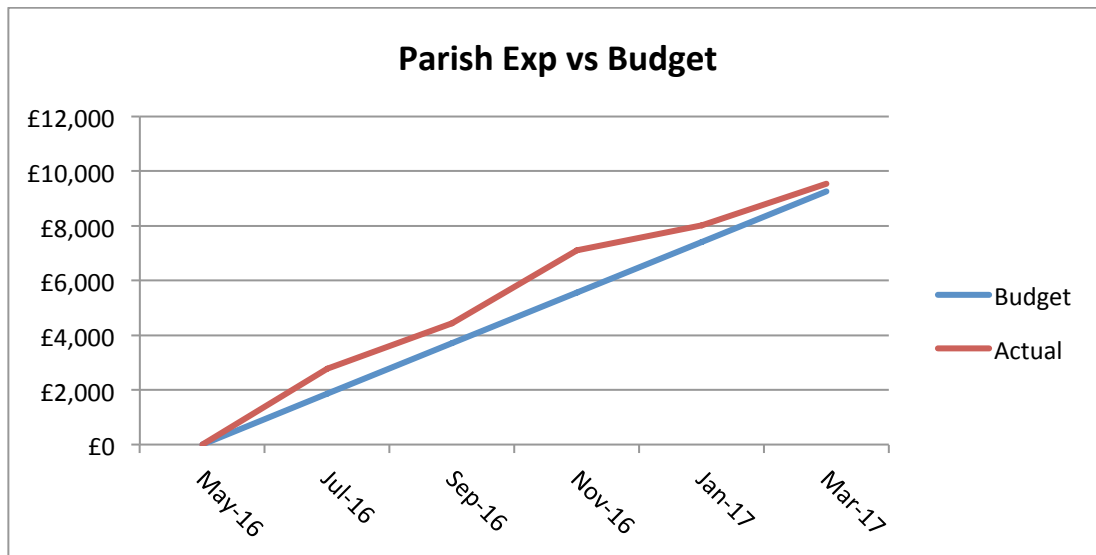
#### **3. Finance**

**3.1. Balances and approval of the payments schedule – At Year End (2016-17:**

Main account: £58,160; Allotments account: £7,619; Key deposits: £3,873

Both Parish and Allotments expenditures were moving closer to the target median, but the overall reserves were still well above target (£60,149) at £68,983. The year-end closing balance was £3,414 more than last year's opening balance; principally due to the lack of spending on budgeted allotments capital projects.

Graphs -



**Payments schedule (since the last meeting) -**

Main account: Clerk's salary – £255.62; newsletter (February) – £60.00; admin expenses (since last meeting) - £76.86; Devolved Management Costs - £124.48

Allotments account: none

The above payments and balances were approved. Proposer Cllr Brown, Seconder Cllr Humphries.  
Unanimous.

- 3.2 Insurance renewal** – The Clerk proposed approval of the current annual insurance premium as it was part of the 3-year agreement. The increase in the amount was entirely due to an increase in Insurance Premium Tax. This was approved: Proposer Cllr Brown, Seconder Cllr Grindley. Unanimous.
- 3.3 Parish Improvement Projects** – Cllr Howson reported that the 'Parish Gardeners' had made considerable progress.
- 3.3.1** Formal approval of white-lining quotation: £750. This was approved: Proposer Cllr Brown, Seconder Cllr Grindley. Unanimous.
- 3.4 Reserves Policy** – The Clerk had drawn up a draft Reserves Policy which had been circulated prior to the meeting. The Policy was approved subject to minor amendments. Proposer Cllr Kenyon, Seconder Cllr Nash. Unanimous. Clerk to circulate amended document. **CLK**
- 3.5 External Audit ('Annual Return') Signing** – As in previous years the Clerk requested authority for the Chair to sign off the Annual Return before the next meeting, subject to a favourable Internal Audit Report which was still awaited, as the next meeting in July falls outside of the prescribed submission dates for the Annual Return. The figures to be used would be those approved above (*item 3.1*). This was approved. Proposer Cllr Brown, Seconder Cllr Blomley. Unanimous.
- 3.6 MKC Budget, Implications for Non-statutory Service Provision** - Parishes' Conference on 25th March: The Chair reported that little had changed since the last meeting. A long list of priorities had been garnered as a result of the afternoon workshops at the conference, provided by attendees. MKC promised to submit a further consultation document, a way forward, as a result of these points, during the summer months. The Clerk had also attended.

**4. Allotments**

- 4.1 Patch Report and Spending** – These had been circulated. The main item being progress on Devolved Management. A replacement auger and bit were being sought following the theft of the previous equipment. Occupancy was at 94.5%. Thirty-two 'untidy plot' letters had been issued to plotholders following the first site inspection of the season.
- 4.2 Devolved Management** – Cllr Nash reported that Patch tenants had voted by 65 to 20 in favour of adopting Devolved Management. Since the result the P.A.A. had held their A.G.M. The new larger elected committee, which will appoint the Patch Management team, contains several new volunteers. Three Trustees were also elected.

**5. Environment**

- 5.1 A421 Noise Campaign** – Messrs. Ward and Idema reported back from the floor that they had met with the Head of Transport and Planning Policy at MKC and had conveyed the concerns of the Group. It was explained to them that the re-surfacing program ran on a 30-year timetable which meant that there was little hope of securing any use of ‘quiet’ tarmac in the near future. In fact ‘quiet’ tarmac was not in use anywhere in the Borough at present. Mr. Ward would continue ‘to knock on doors’ in the pursuit of signatures to present MKC with petition for something to be done to reduce the noise. The proposed Expressway from Oxford to Cambridge was only at the very early stages of development.
- 5.2 Grand Union Canal update** – Cllr Howson reported that she had attended the regional Canal & River Trust (C&RT) Forum but it had been largely devoted to MK50 events. Canal adoption papers were still awaited; as was a schedule of repair and maintenance.
- 5.3 Environment Log** (incorporating Roads and Paths Program) – The Clerk reported that the Log was being amended to incorporate the Roads and Paths Program. Nine new items had been added to the Log and two resolved, since the last meeting.

#### **5.4 Planning comment**

##### ***Update on Previous Planning Applications (for information)***

- 5.4.1** 16/02721/LBC 5 The Green Woughton On The Green, Listed Building Consent for remedial and strengthening works to external brickwork, foundation, roof and chimney. Objected to. *Awaiting Decision*
- 5.4.2** 17/00361/LBC & 17/00360/FUL. Mercure Parkside Hotel Newport Road, Listed building consent and planning permission for the proposed single storey dining Room and ancillary accommodation extension and associated external landscaping. *Awaiting Decision*
- 5.4.3** 17/00411/FUL Fairview 1 Newport Road, Single storey rear and front extensions. *Permitted*

##### ***Planning Applications since the last meeting (Cllr Grindley)***

- 5.4.4** 17/00371/FUL 52 Passmore, Demolition of the existing conservatory and the erection of two single storey rear extensions (one forming a conservatory and the second extending the existing living room). In addition to the demolition of the existing porch and the erection of a single storey front extension to form a new porch. *Permitted*
- 5.4.5** 17/00411/FUL Fairview 1 Newport Road Woughton On The Green, Single storey rear and front extensions. *Permitted*
- 5.4.6** 17/00617/FUL 20 Verley Close Woughton On The Green, Detached two storey garage. *Awaiting Decision*
- 5.4.7** 17/00720/FUL 29 Passmore Single storey rear extension. *Permitted*
- 5.4.8** 17/00749/FUL Mercure Parkside Hotel Newport Road Woughton On The Green, Proposed flagpole with advertisement flag printed with the MGallery logo. Curved PPC aluminium monolith signage. No objections.
- 5.4.9** 17/00750/ADV Mercure Parkside Hotel Newport Road Woughton On The Green, Advertisement consent for a 6.5 metre aluminium flagpole to be painted white, and fly an advertisement flag with the MGallery logo. Flag to measure 1 metre wide by 1.5 metre high, and to be made from polyester. MGallery Logo to be printed on flag, which is predominantly black in colour, with white and gold text. Flagpole is to sit on existing roundabout and is situated 12 metres from the front of the hotel. Curved PPC aluminium monolith signage with MGallery logo and text to match proposed flag. Signage to sit in front of flag pole on existing roundabout, approximately 12.5 metres from the front of the hotel. Sign to measure 1.8 metres wide by 0.85 metre high, and to be raised from the ground by 0.3 metres on

galvanized steel support legs. Letters and logo on sign to be cut out and illuminated internally. No objections.

**5.4.10** 17/01009/FUL Mercure Parkside Hotel Newport Road Woughton On The Green, Erection of part single and part two storey extension to provide 23 additional bedrooms, car parking, landscaping and associated works. It was agreed to form a working party to frame a comprehensive objection. It was noted that the building had been de-listed. The main difference between this application and the earlier one was that the proposal now comprised single-storey buildings. **RG**

**5.4.11** 17/00762/FUL 64 Passmore, Two-storey rear extension with a rear-facing balcony. To be objected to on the grounds of restricted light to overlooking properties. **JH/RG**

**5.4.12** Any other planning matters – None

**5.5 Working from Home** – Cllr Howson reported that the intention was to draw the available evidence together on the several different properties and then request a meeting with MKC officers. **JH**

## **5.6 Village Green Consultations**

**5.6.1 The Green** – awaiting final update – due in mid-June. **PN**

**5.6.2 The Orchard** – awaiting First Hearing update – due in mid-June. **RB**

**5.6.3 Open Spaces Donation** – The Chair proposed a donation of £200 to the charitable Society for all the help and advice given concerning the several applications put forward in the last two years. This was approved. Proposer Cllr Humphries, Seconder Cllr Nash. Unanimous. **CLK**

**5.7 Playing Fields Rights of Way** – the Chair reported that he had been liaising with a Rights of Way officer, Rosie Armstrong, who had been given the task of framing a claim through the Wildlife & Countryside Act 1981. This was advised to be a speedier process than the previous approach, which was making little headway due to legal process. Application details were awaited.

## **6. Communications**

**6.1 Woughton Heritage Group** – Cllr Howson relayed that Cllr Hall was planning a fund-raising Quiz, which she hoped might include Parish Councillor teams.

**6.2 Reports to note on any outside meetings**, other than those already covered – None

**6.3 Correspondence** – *in addition to that circulated by email to all councillors* – None.

**6.4 Newsletter** – Cllr Howson was collecting possible subjects for the next issue. So far – Tribute to Cllr Freeman, MK Marathon, Parish Gardeners, noticeboard signs, traffic noise campaign, Heritage Quiz, Allotments devolved management.

**6.5 OWIS** – In order to fix the inconsistencies that have become apparent as to who can see what files on Google Drive Cllr Nash offered to re-take ownership of all top-level folders. This would involve a brief period of disruption prior to re-distribution of ownership, and hence file editing rights. It was hoped that this would cure the problem. This was agreed.

**7 Date and Time of Next Meeting** – 10th July 2017 at St. Mary's Church, Woughton-on-the-Green at 7.30pm.

Following meeting 11<sup>th</sup> September 2017

**Meeting closed at 9.25pm**

*Signed*

*date*