

## MINUTES of the MEETING held on Monday 11<sup>th</sup> September 2017

### at 7.30pm at St. Mary's Church, Woughton on the Green

**Councillors present:** A. Humphries (in the Chair), M. Blomley, V Freeman Gwynn, R. Grindley, C. Hall, J Howson, R. Kenyon, P Nash. Ward Cllr Peter McDonald. 5 members of the public  
Clerk: Julian Vischer

#### 1. Public Open Forum

- 1.1. **Mr Rattan Kumar** (WotGS) described how repeated burglaries (four) and poor police response had left him and his wife feeling that Thames Valley Police (TVP) was ineffective. He also reported the possible sale of drugs on Turpyn Court and mini-motorbikes riding the canal towpath. Added to these he felt that the general state of the landscaping and cleanliness of the area 'left a lot to be desired'. The Chair responded by saying how he and parish councillors sympathised with his situation and agreed with much of his comments. Ward Councillor P McDonald stated that this was the case everywhere in the city and was not unique to Old Woughton parish. Cllr Howson added that Passmore was another suspected location for the sale of drugs. The Chair proposed a letter of concern and complaint to TVP and reiterated earlier advice to report any and all incidents via the crime reporting hotline (101) so that at least records were established. He further proposed inviting the local PCSO to the next meeting. **CLK/CHR**

#### 2. Procedural

- 2.1. **Apologies** – Cllr Brown. These were accepted.
- 2.2. **Declarations of interest by councillors** - Cllr Hall regarding: the Heritage Group (Chair); the Patch Allotment Association (President).
- 2.3. **To agree the minutes of the July meeting** - These were duly accepted as a true and accurate record subject to the addition of the word 'parish' in item 3.4 (Bank signatories to be updated), to read thus: '... *ex-parish* councillor McDonald'. Proposer Cllr Howson, Seconder Cllr Freeman Gwynn. Unanimous.
- 2.4. **Matters arising from these Minutes not covered elsewhere on the agenda** – None.

#### 3. Finance

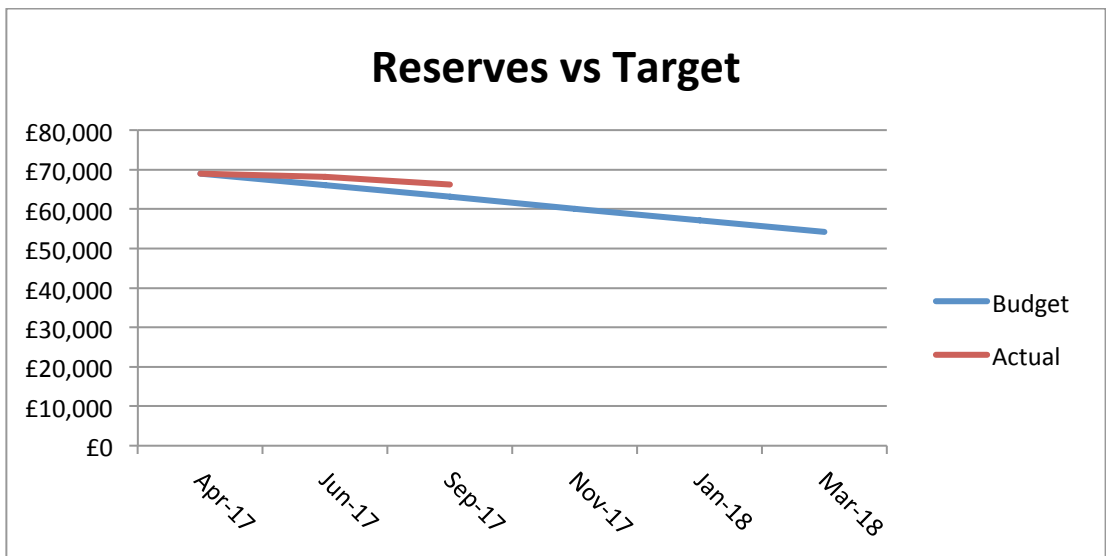
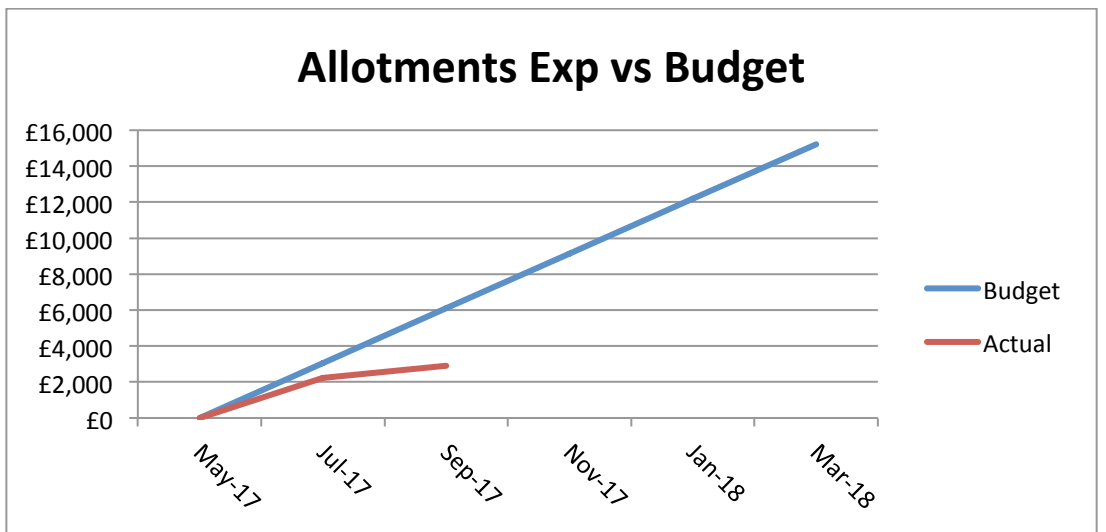
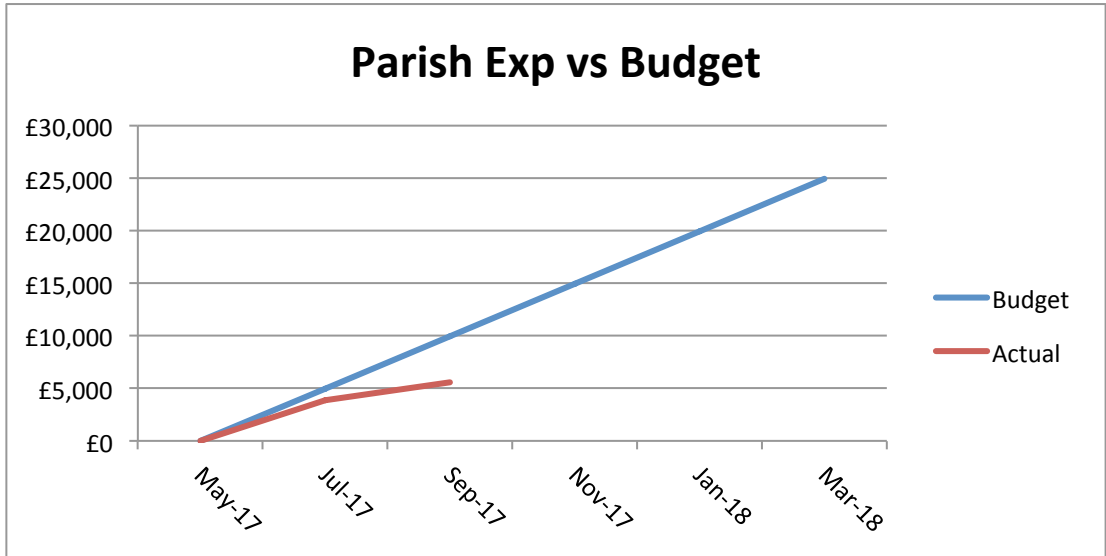
##### 3.1. Balances and approval of the payments schedule

Cleared Balances at 31 August: Main account: £7,609; Allotments account: £7,204; Key deposits: £3,260; fixed term savings account: £30,000; new instant access account: £20,004.

##### **Payments since the last meeting -**

Main account: Internal Audit fee £240.00; Bins June - 9537 £188.50; External Audit fee £120.00; July Clerk's salary £319.73; July website £4.99; July OWIS £27.50; Bins August - 9596 £188.50; August Clerk's salary £255.62; PAYE 2<sup>nd</sup> qtr. £207.80; Newsletter printing £56.00; Dog bins June 9478 £188.50; Clerk's expenses/admin. £58.17.

Allotments account: Patch Open Day grant £100.00; Anglian Water £351.31; Printing, postage, consumables £174.23; National Allotments Society annual sub £66.00.



General Reserves have been reduced by £2,783



Current Year Fund	-2,783
Opening Reserves	68,983
Closing Reserves	66,200

The above payments and balances were approved. Proposer Cllr Freeman Gwynn, Seconder Cllr Hall. Unanimous.

- 3.2 External Audit Report** - The Clerk reported that no issues had been raised. Proposed capital projects spending had been listed for the auditors.
- 3.3 Budget ideas** & initial meeting of Finance Group between this meeting and the next. The Chair reminded members that the Finance group would meet to draw up a draft proposal in preparation for agreement at the next meeting for public consultation. He also invited residents to put forward suggestions.

#### **3.4 Parish Improvement Projects**

- 3.4.1 White-Lining** – the white-lining had been done and invoice received. Ward Councillor P McDonald had encouraged a neighbouring parish to contribute. Campbell Park Parish Council offered to pay 50% of the cost. Cllr Howson raised the issue of white-lining in Passmore - to liaise with Cllr Hall.
- 3.4.2 Gated Village Signage** – the results of the Parish Partnership Fund application were awaited. Clerk to follow-up. [*post-meeting note*: The MKC officer reported that the awards announcement had been delayed to next month] Cllr Hall invited members to join a working group to select suitable designs and costings. Councillors Freeman Gwynn, Grindley, Hall, and Howson agreed to join.
- 3.4.3 CCTV** – Cllr Hall reported that possibilities and costings were still being considered. **Cllr Hall**
- 3.4.4 New - Tree planting in Lucas Place** – Cllr Grindley proposed rowan tree planting to line Lucas Place as a heritage feature reflecting the original planting scheme. This was agreed. **Cllr Grindley**
- 3.4.5 New - Neighbourhood Watch** - Cllr Hall proposed the extension of the scheme to include Woughton on the Green South as alone amongst the wards none existed currently. The Friends of Old Woughton Facebook page could be used to transmit and share information. No objections were raised. **Cllr Hall**

#### **4. Allotments - Patch Report and Spending** – These had been circulated.

- 4.1** Some changes are required to the Devolved Management Agreement which will be discussed with the PAA. The PAA had previously agreed to the current version. Once these changes are made and agreed the Devolved Management Agreement will need to be signed off by both parties.
- 4.2** All the rent letters for the plot year beginning the 1st October have been prepared and sent out.
- 4.3** The PAA have been successful in their campaign against the inappropriate terms and conditions that the insurance company imposed with the last renewal and the company have now made a payment to the PAA in compensation for the break in last January.
- 4.4** After the purchase of the plot borer a session of plot marking took place on the 8<sup>th</sup> September.

## 5. Environment

- 5.1 Conservation Area Review** – Cllr Hall reported that she had located a rare early designation document in MK Library which she will have copied. Essentially little had moved on with regard to the Review itself (*see July minutes*) except that the date for the Review seemed to be likely in January/February 2018. The MKC share of the original costs was still outstanding (£1,830.50) – Clerk to follow-up. **CLK**
- 5.2 Grand Union Canal update** – Cllr Howson reported that the August workday had been abandoned as no hardcore had been delivered. A further workday has been arranged for the end of September. No progress to report on the provision of warning signs to deter fishermen and boaters from verge parking. Two Clean-Up Days had been organised by Inland Waterways for 13<sup>th</sup> and 14<sup>th</sup> October. **Cllr Howson**
- 5.3 Environment and Parks Trust - Log** – the Clerk reported on the Log, which had several new issues added to it in the last two months. The Log had been placed on the OWIS storage system for any councillor to update at will, providing an updated version number. There were now 33 ‘live’ issues.

### 5.4 Planning comment

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

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*

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. *Permitted.*

17/01238/FUL 2 Goodman Gardens Woughton On The Green, Proposed single storey side and rear extension and part garage conversion. *Permitted.*

17/01400/FUL Fairview 1 Newport Road Woughton On The Green Single storey rear extension (resubmission of application: 17/00411/FUL). *Permitted.*

17/01646/PNHSE 1 Adams Court Woughton On The Green, Prior notification for a proposed single storey rear extension measuring 4 metres from the rear wall of the existing dwelling with a maximum ridge height of 4.0 metres and maximum eaves height of 2.5 metres. *Prior approval not required*

17/01723/FUL 6 Braunston Woughton Park, Single storey rear and front extensions, first floor side, front and rear extensions and two storey rear extension. *Pending.* The Plans had been re-issued following objections but the OWPC objection still holds.

#### 5.4.2 *Planning Applications since the last meeting*

17/01749/FUL 4 Newport Road Woughton On The Green, Erection of single family dwelling within the curtilage of no.4 Newport Road. This had been objected to between meetings.

**5.4.3 Any other planning matters** – The newly issued MKC Planning Policy document to be reviewed by the Planning Group. **Cllrs Blomley, Brown, Hall, Grindley, Gwynn**

**5.5 Working from Home** – Cllr Hall reported that the planning group + Cllr Howson would test the work/data gathered so far against the new Planning (and enforcement) Policy that has been issued by MKC (*above*).

**Cllrs Blomley, Brown, Hall, Grindley, Gwynn, Howson**

### 5.6 Village Green Consultations

**5.6.1 The Green** – no official confirmation letter had been received but councillors had been told by MKC that recording in the minutes of the May Regulatory Committee Meeting that Village Green status had been achieved was sufficient. Ward Cllr McDonald confirmed that it was now listed on the MKC Village Green



Register but that the latter was not a public document.

**5.6.2 The Orchard** – awaiting Regulatory Committee Hearing – The next meeting would not be until 13<sup>th</sup> December. **RB**

**5.7 Playing Fields Right of Way** – A map had been prepared by MKC showing the main path. Other paths may be added following long-term residents consultation. It was agreed that the parish ward representatives would send out questionnaires by the end of September for return by the end of October. **CLLRS**

## 6. Communications

**6.1 OWIS/website** – Proposal to upgrade service contract - principally to include Team rather than Individual Ownership of storage files by category in order to reduce administrative time. The subscription would increase from £27.50 to £55.00 monthly. This was agreed: Proposer Cllr Nash, Seconder Cllr Kenyon. Unanimous.

**6.2 Woughton Heritage Group** – Cllr Hall reported that the weekend Exhibition had been a success with over 250 visitors. Cllr Grindley's 'open house' showing off the unique modern building design in Lucas Place had also been successful with 54 visitors.

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

**6.4 Correspondence** – *in addition to that circulated by email to all councillors* – The Clerk reported that he had been dealing with the Pensions Regulator over the last 16 months concerning the new legislation requiring all employees to be offered a pension. The part-time employment of the Clerk fell beneath the requirement threshold but nevertheless OWPC had to be registered to comply. He had now received a formal Declaration of Compliance issued by the Regulator. Clerks & Councils Direct quarterly magazine; Get Cycling flyers issued by MKC.

**6.5 Newsletter** – Cllr Howson had collected two or three items for an October issue but there seemed little else to add at this time. It was agreed to possible deferment of the October edition in order to create a 'bumper' edition before Christmas. Cllrs Hall and Freeman Gwynn agreed to liaise with Cllr Howson.

**7 Date and Time of Next Meeting** – **13<sup>th</sup> November 2017** at St. Mary's Church, Woughton-on-the-Green at 7.30pm.

Following meeting 8<sup>th</sup> January 2018

**Meeting closed at 9.05pm**

*Signed*

*date*