

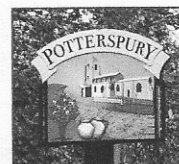
Potterspurty Parish Council

Chairman of the Council: Dr Steve Parkin

Clerk: Mrs Jane Spence

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MINUTES of the meeting of Potterspurty Parish Council held remotely on Wednesday 10 June 2020 at 7:30pm by Online Video Conference

in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panels Meetings) (England and Wales) Regulations 2020 No.392 dated 4 April 2020 (Coronavirus Regulations 2020)

Councillors present: Dr S Parkin (Chair), Mrs J Millidge (Vice Chair), Mr R Armstrong, Mr M Wootton, Mr G Lucas, Mr S Norris, Mr R Capps, Mr S Dring, Mrs J Blunden, Rev Mrs D Whittaker

Parish Clerk: Mrs J Spence.

Apologies: Cllr B Silvester (family commitment).

Also present: Cllr A Walker, three members of the public

5809	APOLOGIES: It was resolved to approve the apologies for absence from Cllr Silvester.	
5810	MINUTES: <i>It was resolved to approve as a true record the Minutes of the Parish Council Meeting held on 13 May 2020, which were duly signed by the Chair.</i>	
5811	MATTERS ARISING: (i) MK 2050 Futures Consultation: (a) Covid-19: More information received today via email from MK Council on the possible impact of Covid-19 on the strategy – deadline for replies 17 July 2020. (b) Mr Danny Moody CEO of NCALC has offered to attend an online meeting with the PC to discuss further. <i>It was resolved to arrange for Cllrs Parkin, Millidge, Capps and the Clerk to 'meet' with Mr Moody and then respond to the above document.</i> (c) Future plans: Further consideration to be given to formulating a Policy to protect the interests of Potterspurty and other affected villages and to start setting aside reserves as part of the 2021/22 precept.	JS JS
	(ii) Streetlight column 28: <i>It was resolved to write to owner of the tree growing next to the column, requesting they consider removal.</i>	JS
5812	DECLARATION OF INTEREST UNDER THE COUNCIL'S CODE OF CONDUCT: Cllr Millidge and Cllr Capps received payments as reimbursement of expenditure on behalf of the PC – Minute 5818(viii).	
5813	MEMBERSHIP OF COUNCIL: (i) Two Councillor Vacancies: Currently being advertised – deadline 19 June. One application and one expression of interest received to date. (ii) Cllr Revd D Whittaker has submitted her resignation with effect from today as she will be leaving the parish to take up a new post. Revd Whittaker will continue to liaise with PC regarding the Churchyard wall – Minute 5819(ii).	
5814	MINUTES ACTION REPORT: Noted.	
5815	PUBLIC FORUM: (i) Mr Craig Coppin – NHW Coordinator provided a report by email: Crime figures: February 2020 – SN 311(Potterspurty 3); March 2020 – SN 288 (Potterspurty 9); April 2020 – SN 315 (Potterspurty 10). Mainly vehicle and anti-social behaviour. Potterspurty - people congregating in Meadow View play area. Scams: doorstep scams / distraction burglaries; Covid-19; emails continue – HMRC, people purporting to be police officers, utility companies and parcel deliveries, etc.	

<p>(ii) (iii) (iv)</p>	<p>Resident with interest in 24 Woods Lane appeal attended to listen to PC comments. Two residents interested in the Councillor vacancies attended to experience a PC meeting. County Cllr Walker: Wished it minuted that he was sorry to learn of the resignation of Cllr Kilvert who had done a lot of good work for the parish. A5 speed limit reduction to 40mph – unlikely anything will be done during the M1 roadworks. Covid-19 PC's doing an extremely good job looking after residents and vulnerable.</p>	
<p>5816 (i) (ii) (a) (b) (c) (d) (iii)</p>	<p>PLANNING Planning Applications: S/2020/0777/FUL Single storey log cabin summer house and a shed cabin both to be erected within a 2m distance from the boundary. 62 Blackwell End. <i>It was resolved to submit a response of no objection to SNC.</i></p> <p>Planning Decisions: S/2020/0443/FUL Single storey rear extension. West Lodge, Wakefield Lodge Estate. Approval 11/05/20. <i>Noted.</i> S/2020/0435/FUL Installation of a septic tank. East Pury, Furtho Lane. Approval 13/05/20. <i>Noted.</i> S/2020/0382/FUL Demolition of several dilapidated rear extensions and the construction of one replacement extension on a similar footprint. Associated internal alternations. 104 High Street. Approval 26/05/20. <i>Noted.</i> S/2020/0382/LBC Listed Building Consent Demolition of several dilapidated rear extensions and the construction of one replacement extension on a similar footprint. Associated internal alternations. 104 High Street. Approval 26/05/20. <i>Noted.</i></p> <p>Other Planning Matters: Appeal APP/Z2830/W/20/3249562 - S/2020/0056/FUL Roof windows install into roof line (retrospective). 24 Woods Lane. <i>It was resolved to submit more objections to The Planning Inspectorate.</i></p>	<p>SP</p>
<p>5817 (i)</p>	<p>PLAY AREAS Inspection Reports: May-June: CLOSED Following Government lockdown instructions, no inspections done. More break-ins to the Skatepark captured on CCTV and reported to the Police.</p>	
<p>5818 (i) (ii) (a) (b) (c) (iii) (iv) (v) (vi)</p>	<p>FINANCE Budget Report: <i>It was resolved to accept the Budget Report.</i> Bank Balances: Total £72,429.34. (a) Lloyds Current: £11,611.86 (31/05/2020). (b) Lloyds Deposit: £60,817.48 (31/05/2020). (c) 19/05/2020 Instruction issued to Lloyds to transfer of £20,000 from the current account to deposit account. (iii) Receipts: Lloyds Deposit: May interest £3.81. (iv) Reserves: Cllr Norris, Chair FWG, reported year end 31/03/2020 budget underspend of £6113.76, partly due to planned tree works not done before year end due to wet weather in February. A new specific reserve of £2500 is required for this work during 2020/21. Balance of £3613.76 to be added to General Reserve making total of £31345.06, representing approximately 75% of annual Precept. Work will be required to repair the Churchyard wall which will have to met from the General Reserve. <i>It was resolved to create a Tree Works reserve of £2500.00 and another reserve for the Churchyard wall, when costings are known.</i> (v) Finance Working Group: <i>It was resolved to appoint Cllr Capps to replace Cllr Kilvert.</i></p> <p>Annual Governance & Accountability Return 2019/20 (AGAR): Annual Internal Audit Report 2019/20: The Internal Audit was carried out by Lynn Lavender on 16/05/2020. The Internal Auditor was able to answer yes to all questions and signed the Report as required.</p>	<p>JS</p>

Section 1 – Annual Governance Statement 2019/20:

It was resolved that Section 1 – Annual Governance Statement 2019/20 be approved and signed by the Chair, Cllr C S Parkin, and Clerk, Mrs J Spence.

Section 2 – Accounting Statements 2019/20:

It was resolved that Section 2 – Accounting Statements 2019/20 be approved and signed by the Responsible Financial Officer, Mrs J Spence, and the Chair, Cllr C S Parkin.

JS

(vii) **Online Payments** will commence with effect from the payments listed below.

Payments:

Invoices verified by Cllr Armstrong prior to meeting.

It was resolved to approve the payments as listed to be authorised on Lloyds Online by Cllr Parkin and Cllr Norris.

Type	PAYEE	Net £	VAT £	Total £
DD 13/5/20	Information Commissioner's Office GDPR annual fee	35.00	0.00	35.00
TR1	R Capps: Microsoft Teams License (deferred from 8.4.20) <i>Authorised on 20.05.2020</i>	17.42	0.00	17.42
	TOTAL	52.42	0.0	52.42
TR2	J Spence: May Clerk salary £687.24; Mileage £15.30; Office expenses £36.51.	735.63	3.42	739.05
TR3	HMRC: Clerk PAYE £171.80; Employer NI £17.53	189.33	0.00	189.33
TR4	A Holman: St Nicholas Church clock winding 2020	25.00	0.00	25.00
TR5	A Stockton: Litter picking May	80.00	0.00	80.00
TR6	J Millidge: Padlock, tape, volunteer mobile phone top-up	51.62	6.32	57.94
TR7	E.ON: Streetlight electricity April	147.63	7.38	155.01
TR8	DNH Contracts: Dog bins May (1493)	64.56	12.91	77.47
TR9	RTM Landscapes Ltd: Mowing & herbicide spraying (2278)	1555.00	311.00	1866.00
	TOTAL	2848.77	341.03	3189.80

5819

(i)

PARISH COUNCIL MATTERS**Community Funding Grants (formerly NHB):**

In October/November 2019 the PC considered the possibility of requesting a Community Grant in conjunction with GUHG to install a new footpath in Furtho Lane. In November SNC stopped accepting new grant applications. SNC started accepting new expressions of interest for Community Funding Grants (CFG) from 30/04/2020. Upon reading the new Community Funding Policy (April 2020), it is considered that the project does not meet the required criteria. *It was resolved not to proceed further.*

(ii)

High Street Churchyard Wall:

Cllr Parkin contacted three companies to advise on the bulging wall. Two unable to quote as job too big and specialist work. Buckinghamshire Building Company quoted £852.50 + VAT, to provide a full condition report and outline repair/rebuilding options. *It was resolved to raise an order to Buckinghamshire Building Company.* Revd Whittaker has found a grant award body who may fund half the cost up to £5k - £10k. Other possible grants will be researched when final costings are known.

JS
DW

5820

(i)

VILLAGE MATTERS

(a)

Mill Pond Conservation Area:

Update: Cllr Lucas reported the area is becoming a haven for wildlife: house martins, muntjac deer, breeding greenfinches, linnets and tree creepers, caterpillars and butterflies. The young ash trees do not have ash die-back as previously thought.

(b)

Fencing and gate - pond area: *It was resolved to submit an expression of interest to SNC for a Community Funding Grant.*

(c)

Memorial Benches: A selection of six benches in green re-cycled plastic were considered for installation after all cultivation completed.

It was resolved to approve the Witton design from Marmax Recycled Products in green £349-£379 + VAT each.

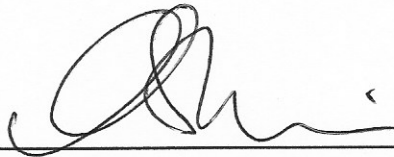
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	<i>It was resolved to contact the Wintle family to consider the design and then purchase two which will be stored by Cllr Lucas. Cllr Lucas will pay for one and the other will be paid by the PC in gratitude to the Wintle Family for gifting the land.</i>	JS
(ii)	Defibrillator Monthly Check: Cllr Parkin advised in working order.	
(iii)	CCTV Monthly Check: Cllr Capps advised in working order.	
(iv)	Solar-powered lighting - Meadow View car park: Deferred to July meeting.	
(v)	Fence by 57 Meadow View: <i>It was resolved to ask the Handyman to install new fence and posts and re-use existing wire.</i>	JS
(vi)	Public Rights of Way signage and electric fencing: Work in progress to prepare report to NCC.	JS
(vii)	Crack Willow Logs on farmland: <i>It was resolved to find a person or business willing to remove the logs to re-use, possibly from the Wakefield Estate, and if this fails to obtain quotation for removal from RTM Landscapes.</i>	JM JS
(viii)	Lime Tree near 10 Poundfield Road: Concerns the tree was failing were unfounded.	
(ix)	Britannia Bus Service: Due to financial constraints and lack of use the 89 service will be suspended from the end of May.	
(x)	Skatepark Lighting: <i>It was resolved to continue with the original decision made before the skatepark was built that it would not be illuminated.</i>	JS
(xi)	Electric Cables – Reindeer Court: Taped-off loose cables found during the village inspections have been inspected by Openreach and Western Power and it has been established that they are the responsibility of the developer. <i>It was resolved to write to the developer to ask his intentions regarding the cables.</i>	JS
(xii)	Application to hire Meadow View Playing Field: No longer required.	
(xiii)	Meadow View Skatepark: People continue to break-in and have been reported to the police.	
5821	COVID-19 LOCKDOWN – Impact on local groups and businesses: Grants for businesses and groups are available from SNC, subject to qualification. PSSC and the Village Hall have benefited. The PC is not aware of the situation of others. <i>It was resolved to advertise on the website and The Old Mail.</i>	JM
5822	CORRESPONDENCE:	
(i)	09/05/20 Complaint speeding vehicles Furtho Lane: Report of increased vehicular activity during lockdown. <i>It was resolved to advise the resident that the PC has no powers to enforce action on speeding, which should be reported to the police with car registration details.</i>	JS
(ii)	09/05/20 Complaint speeding vehicles Furtho Lane and lockdown violations: <i>It was resolved to advise the resident that the PC has no powers to enforce action on speeding or lockdown violations, which should be reported to the police with car registration details.</i>	JS
(iii)	18/05/20 Complaint overgrown garden and footpath in Mays Way: The area was inspected by a Councillor - the footpath was not considered to be an issue at this time but will be monitored. <i>It was resolved to write to the owner of the garden and request weeds extending over their boundary be cut back.</i>	JS
(iv)	16/05/20 Complaint sycamore tree in Mays Way Play Area - branches overhanging garden in Duchess Gardens: The tree was inspected by the Tree	

	Wardens and two branches are overhanging gardens by around 3 metres. <i>It was resolved to advise the resident that the PC will consider having the tree pruned professionally at resident's expense.</i>	JS
(v)	09/06/20 Another complaint sycamore tree in Mays Way Play Area - branches overhanging garden in Duchess Gardens: The tree was inspected by the Tree Wardens and two branches are overhanging gardens by around 3 metres. <i>It was resolved to advise the resident that the PC will consider having the tree pruned professionally at resident's expense.</i>	JS
(vi)	01/06/20 Complaint of rubbish bags and carpet on verge in Blackwell End: <i>It was resolved to report to SNC Environmental Services and request they collect.</i>	JS
(vii)	09/06/20 Report of litter in Furtho Lane: <i>It was resolved to ask the village litter picker to clear the litter. It was resolved to include litter problem in report to Old Mail.</i>	JS JM
5823	Next Parish Council meeting Wednesday 8 July 2020 at 7:30pm by video conference: Check PC website for updates – www.potterspurypc.org.uk	
	The Chair closed the meeting at 9:50pm	
		JS 01/07/2020

Signed



Date

8 July 2020