

Haversham-cum-Little Linford Parish Council
Meeting held on 20th July 2020
By Zoom Videoconference

Present:

Pam Williams (Chair)
Pam Furniss (Vice Chair)
Ed Neal
Carol Langham
Ian Burgess
Barry Clift
Philip Turnbull
Adele Boughton (Clerk)

Apologies: None.

In attendance: Andrew Geary (MKC Ward Councillor)

	Minutes	Actions
114/20	Apologies No apologies for absence were received.	HLLPC
115/20	Declarations of Interest No declarations of interest were received.	HLLPC
116/20	To elect a Vice Chair -Undecided until the September meeting.	HLLPC
117/20	To Co-opt a new councillor and note the standing down of councillor Pam Furniss -Jemma English was appointed councillor to replace Pam Furniss, Pam Williams suggested she should be appointed and Carol Langham seconded it. Thanks were given to Pam Furniss. Adele will send all relevant details to Jemma.	HLLPC
118/20	To elect a councillor representative of the allotments -It was suggested by HLLPC that Jemma English is to be appointed the representative of the allotments if Jemma is in agreement. Adele will ask Jemma and copy Pam Furniss into all correspondence.	HLLPC
119/20	To agree the accounts 2019-2020, standing orders, risk assessment and asset register for 2020. -All agreed-Ian Burgess did not see the accounts due to technical difficulties. It was agreed that Adele would provide Ian with paper copies of all papers in future due to the difficulty he has with reading and printing the electronic copies. -Philip proposed the Annual Return (AGAR) be signed off by the PC and does not need to go to the external auditor, as permitted for Parishes with reported expenditure of less than £25,000. Barry	HLLPC

	<p>would like to send them to an external auditor, the rest of HLLPC agreed the AGAR and that it would not go to the external auditor.</p> <p>-Adele to change the word chairman and make all of the documents for HCLLPC gender neutral.</p> <p>On the standing orders Adele will:</p> <p>-Change the dates</p> <p>-Change the Chair and Clerk details.</p> <p>-There was a query over the risk assessment, to discuss at the next meeting.</p> <p>-Adele to update Fixed Asset Register for the next agenda.</p>	
120/20	<p>To approve the minutes of the meeting held on June 15th 2020.</p> <p>-Ian had a declaration of interest that was missed from the previous minutes relating to the Parks Trust planning application.</p> <p>-Adele to pass on website host information, Barry to pass on information to Adele.</p> <p>-Add quad bikes to list of tasks.</p> <p>-Gully clearance-left with Andrew Geary.</p> <p>-Notice board items added to September agenda.</p> <p>-Rest of the minutes agreed to.</p> <p>-Adele to send previous clerks amended minutes to all councillors.</p>	HLLPC
121/20	<p>To note the finance papers and payments of items as shown.</p> <p>Adele had not been able to produce an updated finance report this month, as she does not yet have access to the Bank accounts or statements.</p> <p>-Adele to re do the spread sheet for the September meeting and sent any updates via email.</p> <p>-Allotments are strimmed eight times a year and the rec 16 times a year, vacant plots are an extra request if needing to be strimmed, Pam Furniss will email Adele and Jemma the details.</p>	HLLPC
122/20	<p>To decide if any comments will be made re planning application: Town and Country Planning Act 1990 (As Amended) Town and Country Planning (Development Management Procedure) Order 2015 Application no: 20/01556/FUL Proposal: Rear extensions to ground and first floor At: Amen Cottage Little Linford Lane Little Linford Milton Keynes MK19 7EA.</p> <p>-Adele will send drawings in future instead of links.</p> <p>-Any objections, all agreed by email on what to raise, if Adele hasn't heard within seven days to leave it.</p> <p>-Andrew Geary commented that Cosgrove Caravan park are replacing a lot of transient caravans with permanent caravans, Carol and Andrew will request Andy Swanell if in agreement to attend the meeting.</p>	HLLPC

123/20	<p>To decide if there will be an August meeting for this year.</p> <p>-Barry requested a further meeting in August, no meeting agreed for August, deadline for updated accounts for 2020-2021 by 17th August 2020, the next meeting will be in September.</p>	HLLPC
124/20	<p>To decide on a verbal request from the clerk on joining SLCC.</p> <p>-Adele verbally requested, Andrew Geary suggested it was good practise for a parish council to join the SLCC.-Agreed.</p>	HLLPC
125/20	<p>To receive a verbal report from the clerk on the banking signatories/change of address.</p> <p>-Adele to continue chasing the bank.</p>	AB
126/20	<p>To receive a verbal report on the planters and a Rowan tree on Rowan drive.</p> <p>-Rowan tree has died on Rowan Drive next to salt bin, Andrew will remove the tree.</p> <p>-Planters-Ian reported damaged planter by Little Linford, Adele has reported it to MKC, also proposed HCLLPC pay someone to keep them planted properly, offer it as a job in the parish magazine, guestimate of costs £350-400 per year for plants and maintenance. Ian to draft an advert for the village magazine.</p>	HLLPC
127/20	<p>To receive a verbal update on the website.</p> <p>-Barry to pass on information to Adele. -Adele to find out who the website the host is.</p>	HLLPC
128/20	<p>To receive a verbal update on the speed monitoring project.</p> <p>-Ongoing issues with SIDS, find out guarantee, information on the data on what was recorded and what proportion has been paid.</p>	HLLPC
129/20	<p>To receive a verbal update on magazine publication.</p> <p>-CFR pricing is more expensive than NBR, remaining with NBR for now.</p>	PW
130/20	<p>To receive a verbal update on the allotments.</p> <p>-48 out of 60 plots taken.</p>	PF
131/20	<p>To receive Neighbourhood Plan task group reports.</p> <p>-Leani has drawn some maps, awaiting feedback. Pam Williams will arrange a further steering group.</p>	PW

	-All documents to be retained including resident responses to surveys and consultations.	
132/20	<p>To consider options for section 106 funds.</p> <p>-Social centre has looked for quotes, awaiting information.</p> <p>-£6000 left to spend.</p> <p>-Look into giving money to skate park, Ed to go back to the skate group to acknowledge them, Adele will find out the guarantee information and original costs. Ian proposed £1334.00 to allocate to the repair, Phillip seconded. Adele to look into donations to the parish council to see if it is legal. £350 potentially donated to the parish council from the skate park group. Adele to claim for £1334.00 from MKC 106 money.</p> <p>-Prior to above Adele will look into MKC potentially being responsible for the skate ramp and see if MKC can maintain it in future.</p> <p>-Adele to look into obtaining the remaining funds from MKC.</p> <p>-Andrew looking into church ramp information.</p> <p>-Look into allotment gateposts to be repaired.</p>	HCLLPC AND AB
133/20	<p>To receive reports from representatives at other organisations:</p> <p>a) Haversham Social and Community Centre</p> <p>b) MK Waste Recovery Park</p> <p>c) Parishes Forum</p> <p>d) Rural West NAG</p> <p>e) BMKALC</p> <p>f) MK Futures</p> <p>-Annual report from Parks Trust is now online. No other reports from the above organisations.</p>	HLLPC
134/20	<p>To receive and consider items for the next agenda, log update and Close</p> <p>-18-29-Completed-Pam Furniss will retain the previous documents for now, filing cabinets is not locked but in a locked garage.</p> <p>20-004-Adele to look into where the position of the eyes signs are.</p> <p>-Pam Williams will go through the log to update Adele.</p> <p>-Woodland trust tree request noted.</p> <p>-Discuss the use of parish notice boards in the September meeting.</p> <p>-Dogs off the lead in the rec noted, Pam Williams will note it in the parish magazine.</p> <p>-Carol updated about the dog bins.</p>	HLLPC +AB

The next scheduled meeting will be held on Monday 21st September 2020 by a means to be determined.

Chair's Signature..... Date.....

Payments agreed at meeting:

£45.60 -Pam Furniss-Allotment keys-Chq no:1970
£389.89-Pam Williams-Laptop and Microsoft 365-Chq no:1971
£618.25-RTM Landscapes-Chq no:1972
£4,358.40-O'Neill Homer-Chq no:1973
£80.00 MKALC-Chq no:1974
£899.03- Adele Boughton-Clerks wages (851.11 inc backdated pay plus £19.00 antivirus,
£12.00 ink, £16.92 stamps) -Chq no:1980
-Thomas Walker-Previous Clerk- wages £91.04-Chq no:1976
£126.00-SLCC -Chq no:1977

Meeting ended: 22.18