

MAIDS MORETON PARISH COUNCIL

Clerk to the Council – Jacky Dale-Evans
Serendipity, Main Street, Maids Moreton, Bucks, MK18 1QS
Tel: 01280 814483 Email: maidsmoretonclerk@gmail.com
www.bucksvoice.net/maids-moreton-parish-council/

Issue Date: 31 October 2019

Dear Councillor,

You are hereby summoned to the meeting of Maids Moreton Parish Council at Maids Moreton Village Hall, Main Street, Maids Moreton, MK18 1QS on 12 November 2019 at 7.30pm when the under mentioned business will be transacted.

AGENDA

- 158)/19 **To receive apologies for absence and welcome.**
- 159)/19 **Public Open Forum 1:** Members of the public are invited to bring matters to the attention of the council. Please note that only items on this agenda can be discussed and agreed at this meeting.
- 160)/19 **Members' Interests:** Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda, as required by the Maids Moreton Parish Council Code of Conduct for Members and by the Localism Act 2011.
- 161)/19 **Approval of minutes:** To agree the minutes from the Parish Council Meeting held in the Maids Moreton Village Hall on 2nd October 2019.
- a) **Notes on actions:**
- i) 144/19 b invoices were paid.
 - ii) 144/19 d JW agreed to put together a draft budget for consideration by the councillors.
 - iii) 144/19 e bank mandate now complete. Waiting for Lloyds to confirm changes.
 - iv) 144/19 f John Marshall has been contacted and agreed to act as our auditor.
 - v) 146/19 all comments were registered with AVDC planning.
 - vi) 147/19 No meeting has yet been agreed.
 - vii) 149/19 MailChimp – this is set up and the 1st email has been sent out.
 - viii) 150/19 Standing Orders were amended and thank you emails were sent.
 - ix) 152/19 No comments were received.
 - x) 153/19 DK Childcare are no longer interested in these facilities.
 - xi) 154/19 JDE and CM have agreed to meet when CM is available.
 - xii) 155/19 councillors were sent the agenda in advance and additional points were included.
- 162)/19 **Co-option of a Parish Councillor** – There having been no request for an election to fill the current vacancy, members are now required to approve the co-option of one Parish Councillor to fill this vacancy.
- 163)/19 **Finance and Accounts**
- a) To agree financial statements of accounts and bank reconciliations for the end August/September 2019. 2nd half of the 2019/20 precept has been received.
 - b) To review and act on invoices received and bank payments to be made in November 2019. See additional information.
 - c) To discuss the budget/precept for 2020.
 - d) Bills from SSE were incorrect. This has been investigated and historically we have been charged at £0 per unit. This has now been corrected and new bills have been issued. Payment by DD will be £3,793.38 on or

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after 11 Nov 2019. I still have a query as 1 set of invoices are still showing 0 units. To be investigated further.

Bank Balances

	Treasurers Account	Bus Bank Instant
Opening Balance 30/08/19	£18,765.95	£18,345.63
Paid In	£15,220.00	£0.78
Paid Out	£188.20	£0.00
Closing Balance 26/09/19	£33,797.75	£18,346.41

164)/19 **Planning:** to discuss and agree comments on the following planning applications:

Application Number	Details	Progress
19/02912/APP	Foscote Hill Farm relocation of farm business to include temporary residential accommodation for a period of five years and construction of agricultural buildings	Pending Consideration
19/03569/APP	Meadow Bank barn conversion and extension to form separate residential dwelling.	Pending Consideration
18/01385/AOP	Possible update from Scotts Farm Close	Information.
16/00151/AOP	Update from the Action Group and any other information regarding the Walnut Drive Planning Application.	Information.
	Feedback from North Bucks Planning Consortium.	Information.

165)/19 **Mid Year Audit:** To agree a half year review with John Marshall, the new auditor, to ensure MMPC policies and procedures are compliant and to give JDE advice on how to ensure the annual audit is compliant. Cost £75 including travel.

166)/19 **Clerk Contract:** to confirm the new clerk's contract of employment and to agree an allowance of £5 per week for use of house and electronic equipment (Computer and Printer). Consumables to be charged for as needed.

167)/19 **Clerk Payroll:** to confirm the use of Barbara Osborne as the new Payroll Clerk to ensure transparency in payroll calculations. Barbara is a very experienced book keeper, specialising in payroll and is an expert in all things relating to HMRC. She will ensure we are compliant with all with relevant legislation. Cost £21.50 per month payable quarterly.

168)/19 **Councillor Responsibilities and Skills Audit:** To discuss the completion of a Councillor Skills Audit. To then agree to analyse the skills audit and to distribute agreed areas of responsibility equally between the councillors once completed. To use this information in future recruitment, training and allocation of responsibilities within the parish council and in the Action Plan.

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- 169)/19 **Maids Moreton Parish Action Plan:** To review and update this plan at every meeting. Action plan yet to be agreed by councillors – to agree a time convenient to all for a meeting to agree to action points and responsibilities on the plan.
- 170)/19 **To provide an update on the village email system:** Mail Chimp
- 171)/19 **Play Area:** To provide an update regarding WREN application.
- 172)/19 **To Agree Additional Grass cutting:** VAHT are no longer cutting grass verges and have sent maps over for our parish for consent to add these to our current grass cutting commitments. There will be an extra amount included in our devolved budget payment to cover the cost of this at £ 0.05074/m² - total additional amount £17.00. Map attached.
- 173)/19 **Elmer's Charity:** information update from PH to include Heart of Bucks Community Foundation for Bucks
- 174)/19 **Neighbourhood Plan:** grant has been approved. Update, report on progress and agree forward plans.
- 175)/19 **Dogs on Playing Field:** to discuss several complaints regarding the use of the playing field for off lead walking of dogs.
- 176)/19 **Storage of Parish Council Historic Papers:** to discuss storage of archived papers and documents possibly in the village hall loft.
- 177)/19 **To Discuss Meeting Dates for Sub-Committee Meetings:** It was suggested we have an agreed meeting schedule for all subcommittee meetings so that everyone is aware of the when these happen, so they can be put on the agenda for reporting on as appropriate.
- 178)/19 **To agree the set up and use of a closed MMPC Facebook & Twitter Accounts:** to be used for advertising the actions and meetings of the MMPC as well as community events, mailchimp signup and other communications as needed.
- 179)/19 **Villagers' Questions**
- a) Dave Raynor would like to know if we can find somewhere for a Scope clothing bin.
 - b) David Hobbs would like to know if we can find somewhere for a bench in honour of his mother, Jean Hobbs, who lived in Glebe Close in Maids Moreton. He has suggested near the playground.
- 180)/19 **Councillors Open Forum:** Councillors to bring items forward for the next agenda.
- 181)/19 **Public Open Forum:** members of the public may make further comments and suggestions for agenda items for the next meeting having heard the discussions at this meeting.
- 182)/19 **Date, time and venue of the next meeting:** The next meeting will be held on December 4th at 7.30pm at Maids Moreton Village Hall.

Jacky Dale-Evans

Clerk to Maids Moreton Parish Council

Please note this is a public meeting and you may be filmed, recorded or published.

Members of the public: if you would like to see any of the attachments please contact the clerk at maidsmoretonclerk@gmail.com

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Additional Information

Invoices

Date	Details	Amount
18/2/19	Foxlowe Arts Centre	£1500.00
7/3/19	Foxlowe Arts Centre	£900.00
13/7/19	CJM Fencing for Scout Hut – partially completed work, need more wood. Pay on completion.	£900.00
27/8/19	Chapman Planning	£595.00
21/8/19	GM Outdoor Services – play area & playing field	£90.00
2/9/19	GM Outdoor Services – verges	£185.00
3/9/19	GM Outdoor Services – play area & playing field	£90.00
20/9/19	GM Outdoor Services – clear playing field & opposite the church	£50.00
1/10	Aylesbury Mains	£87.72
4/10/19	GM Outdoor Services – verges	£185.00
4/10/19	GM Outdoor Services – play area & playing field	£90.00
17/10/19	<i>TO: Buckingham & Stowe Running Club for their event at Scout Hut Invoice 0001/19</i>	<i>£150.00</i>
29/10/19	GM Outdoor Services - verges	<i>£185.00</i>

Quotes for approval

Date	Details	Amount
22/7/19	GM Outdoor Services - Hall Close footpath Clearance	£45.00
22/7/19	GM Outdoor Services – Footpath by the vets as previously cleared	£60.00
22/7/19	GM Outdoor Services – Hedge trim down 2 nd park entrance including waste removal	£160.00
22/7/19	GM Outdoor Services – Clear behind the scout hut	£68.00
22/7/19	GM Outdoor Services – Clear behind the cricket pavilion	£600.00