

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: 29th April 2020

Dear Councillor,

You are hereby summoned to the *virtual Annual Meeting of Maids Moreton Parish Council* to be held on Zoom on 6th May 2020 at 7.30pm when the under mentioned business will be transacted.

Important Information since March Meeting.

- a) *There was no meeting in April due to the outbreak of Corona Virus and the social distancing regulations that were put in place by central government.*
- b) *A new **Business Continuity Plan** has been implemented due to the outbreak of the Corona Virus. This was agreed via an email sent by JDE on 27th March 2020 and approved by reply by MB, PH, CM, JW and AS.*
- c) ***Invoices** to be paid were agreed via an email sent by JDE on 30/03/2020 and approved by reply by PH, GM, JW, AG, MB and CC. Payments were then authorised via BACS by MB and JW.*

AGENDA

- 66/20 **Nomination and Acceptance of Chairman**
- 67/20 **Nomination and Acceptance of Vice Chairman**
- 68/20 **To receive apologies for absence and welcome.**
- 69/20 **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.
- 70/20 **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.
- 71/20 **Approval of minutes:** To agree the minutes from the Parish Council Meeting held in the Maids Moreton Village Hall on 4th March 2020. No meeting was held in April 2020 due to the outbreak of the Corona Virus.

Notes on actions:

42/20 EIR Requests – AVDC and Tim Buckingham were sent their relevant reports within the allowed timeframe.

43/20 NP Grant – Dave Chetwin's/Urban Vision's invoice has been paid. The End of Grant Report has been completed by PH. £910.86 of unspent grant needs to be returned.

48/20 New Website – is up and running. JDE will continue to update the information held here.

53/20 Play Around the Parishes – this event is in limbo until regulations for large gatherings are known.

55/20 May Elections – postponed to May 2021 due to the Corona Virus.

58/20 VE Day – all celebrations cancelled due to Corona Virus.

- 72/20 **Review of new Standing Orders 2020 & Financial Regulations**
- 73/20 **2020 Review of Risk Assessment and Fixed Asset Register. CC suggested an audit on the Asset Register**
- 74/20 **Other Policies** – A review of policies is underway, please see additional handout.
- 75/20 **Determine the time and place of ordinary meeting of full council up to and including the next annual meeting of the Full Council.**
- 76/20 **Finance and Accounts**

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- a) To agree financial statements of accounts and bank reconciliations for the end of March 2020.
- b) To review and act on invoices, quotes and grant applications received and bank payments to be made from April 2020. See additional information.

77/20 Bank Balances

	Treasurers Account (Current)	Business Bank Instant (Savings)
Opening Balance 01/03/2020	£24,631.17	£15,507.07
Paid in March 2020	0	£0.59
Paid out March 2020	£12,732.09	0
Paid in April 2020	£5,599.01	£0.67
Paid out April 2020 (NP)	£270.82	£4085.14
Closing Balance 27/4/2020	£17,227.27	£11,423.13*

Reserves/Earmarked Funds	Playground/Playing Field	£8,010.34
	Election	£2,500.00
	NP Grant	£910.86
Total Reserves		£11,421.20*

* These totals are different due to interest payments received on the savings account.

78/20 Planning

- a) Planning – New

Application Number	Details	Progress
20/01133/APP	4 Manor Park Maids Moreton Buckinghamshire MK18 1QY Demolish existing attached garage. erection of two storey side, single storey front and rear extensions and drop kerb Commented: Supported.	New
19/04236/APP	Porte Bonheur Duck Lake Maids Moreton Buckinghamshire MK18 1RF Demolition of garage and erection of two storey side extension and two storey front extension. <i>Commented – Objection</i> 20/4/2020 Went to Appeal – waiting for result	Appeal

- b) Planning – Long Term

18/01385/AOP	Possible update from Land at Scotts Farm Close	Information.
16/00151/AOP	Possible update from the Action Group and any other information regarding the Land off Walnut Drive Planning Application.	Information.
20/00510/APP	Land to the west of Moreton Road and Castlemilk Erection of 130 dwellings, associated access and parking, landscaping and amenity space and the change of land from agriculture to use as sports pitches/recreational open space and informal open space. <i>Armstrong [for Bellway Homes Ltd. And Avenue Farms Ltd.]</i>	Awaiting Decision

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c) Planning – Existing

Application Number	Details	Progress
20/00423/APP	Meadow Bank Duck Lake Maids Moreton Buckinghamshire MK18 1RF Proposed conversion to form separate residential dwelling.	Awaiting Decision
20/00523/APP	Vitalograph Ltd Vitalograph Building Walnut Drive Maids Moreton Buckinghamshire MK18 1SW Demolition of hut and replacement with steel shed.	Awaiting Decision
19/02912/APP	Foscote Hill Farm Foscote Road Maids Moreton Buckinghamshire MK18 1QQ Relocation of a farm business to include temporary residential accommodation for a period of five years and construction of agricultural buildings	Awaiting Decision
19/A2912/DIS	Foscote Hill Farm Foscote Road Maids Moreton Buckinghamshire Discharge of Conditions 7 (visibility splays) 9 and 11 (9 - details to stop up southern access) (11 - landscaping strategy) relating to application 19/02912/APP	Awaiting Decision

d) Planning – Decided

Application Number	Details	Progress
20/00242/APP	1 Church Close Maids Moreton Buckinghamshire MK18 1QG Demolition of existing porch and erection of a single storey front extension (Retrospective). Neutral – comments made.	Approved
20/00047/APP	1 Fayrefield Towcester Road Maids Moreton Buckinghamshire MK18 1RD Proposed garage conversion, construction of new attached garage to side and single storey rear extension. Neutral – comments made.	Approved

79/20 **Neighbourhood Plan Update:** PH to update on the development of the Maids Moreton Neighbourhood Plan.

80/20 **Carried Forward from In Year Audit Report from John Marshall. End of Year Audit to be undertaken on May 14th 2020 with John Marshall.**

- a) **Updated Financial Regulations and Standing Orders to be discussed.** Completed above
- b) **JW and JDE to meeting in March for an in-house audit.** In house audit did not take place due to the new regulations to control Corona Virus, however this has now been incorporated into the new standing orders and will commence once regulations allow.
- c) **VAT Refund completed. VAT of £7,301.78 dating from Feb 2018 – March 2020 reclaimed.**
- d) **JDE and JW will meet in March to discuss a new financial recording system.** This meeting did not take place due to the new regulations to control Corona Virus. JDE produced a new financial recording system and emailed this out to all councillors on 03/04/2020. No councillors objected to this new format. BM and CC replied to this email with positive comments.

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- 81/20 **The Scout Hut:** to update on repairs and refurbishments.
- a) GM to update on new boiler quotes and on the general state of repair of the scout hut.
 - b) JDE to update on refurbishment by CJM Fencing.
- 82/20 **Traffic Survey** – PH to update regarding progress on draft letter to Akeley Wood Senior School.
- 83/20 **Newsletter** – AM to update on progress of Newsletter.
- 84/20 **Dog walking path on the playing fields**
To Be Discussed Only if Time Allows:
- 85/20 **MMCG Tree Planting – update from PH**
- 86/20 **Community Right to Bid – update from PH.**
- 87/20 **Update on S106.** Currently awaiting information from Buckingham Council (was AVDC).
- 88/20 **Maids Moreton Parish Action Plan:** To agree a date and time for an Action Plan meeting - MB. Skills Audit still required from AM.
- 89/20 **Play Area Grant:** to update on the progress of the grant application for new play equipment in Maids Moreton Play Area. To agree a date for the 1st meeting of volunteers to take this application forward to include AM, PH, MB and JDE.
- 90/20 **Dog Fouling:** update on strategy and notices around the village.
- 91/20 **Councillor Training Days** – Councillors to book on training days when appropriate.
- 92/20 **Update on Handyman** – Handyman jobs to be forwarded to JDE by councillors as needed.
- 93/20 **Councillors Open Forum:** Councillors to bring items forward for the next agenda.
- 94/20 **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.
Sign up to the Maids Moreton Distribution List available.
- 95/20 **Date, time and venue of the next meeting:** The next meeting will be held on 3rd June 2020 at 7.30pm at Maids Moreton Village Hall or via Zoom if the current regulations are still in place.

Jacky Dale-Evans

Clerk to Maids Moreton Parish Council

Should you wish to attend this virtual zoom meeting, please email maidsmortonclerk@gmail.com and an invitation will be send to you via email.

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 – Inc VAT

Date	Details	Amount
17/03/2020	GM Outdoor Service, Verge Cut	£190.00
31/3/2020	NBPPC annual subscription	£20.00
31/3/2020	GM Outdoor Services Grass Cutting Playing Fields	£110.00
31/3/2020	Phillips Print	£28.80
03/04/2020	BMCALC subscriptions BALC, NALC, LCR	£158.31
9/04/2020	GM Outdoor Services Verge Cut	£190.00
11/4/2020	Bigtrees – Dead tree felled to ground level	£200.00
14/4/2020	Refund of Groundwork UK NP Grant Monies	£910.86
16/4/2020	SLCC – ILAC Fees Jacky Dale-Evans (training)	£118.80
15/4/2020	GM Outdoor Services Grass Cutting Playing Fields	£110.00
26/4/2020	BMKALC Councillor Training CC	£41.55
30/4/2020	Salary JDE	TBC
30/4/2020	Expenses JDE	TBC

Quotes for approval – Ex VAT

Date	Details	Amount

None

Grants – No VAT

Date	Details	Amount
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None