

# 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](mailto:maidsmoretonclerk@gmail.com)  
[www.bucksvoice.net/maids-moreton-parish-council/](http://www.bucksvoice.net/maids-moreton-parish-council/)

**MINUTES of the meeting of the parish council held on Wednesday 4<sup>th</sup> December 2019 at 7.30pm in Maids Moreton Village Hall.**

**Present:** Cllrs M Byrne (chairman), P Hardcastle, J Withnell, C. Cumming, A. Mohandas, G. Maw

**Clerk:** Jacky Dale-Evans

**Members of the Public:** 10

## AGENDA

183)/19 **Apologies for absence.** None

184)/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.**

Residents highlighted the following comments:

Dog Fouling is a major problem in the village and needs to be addressed if possible. The members of the council assured those present that they were aware of the issue and that they were already investigating ways to monitor and address this issue.

Part of the footpath along Main Street has failed. This was highlighted to Bucks Highways back in March 2019 but nothing has yet been done. **Action – JDE to follow up with Bucks Highways.**

The speed and weight of vehicles down Main Street is an issue, especially for those in listed buildings with limited or no foundations. The members of the council and those present had a discussion on what possible avenues there were to address this. Warren Whyte suggested contacting a local speed watch group to address issues of speed. He also highlighted that there is a traffic survey currently happening in Buckingham and that the results of this may go some way to address the issue of heavy traffic. They are looking at ways of directing traffic onto major roadways where possible. **Action – Councillors to include this issue as part of the Action Plan and allocate to a councillor as appropriate.**

185)/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.**

None declared.

186)/19 **Approval of minutes: To agree the minutes from the Parish Council Meeting held in the Maids Moreton Village Hall on 12<sup>th</sup> November 2019.**

The minutes were agreed and signed.

### Notes on actions:

- a) 162/19 GM has signed his declaration of acceptance and submitted his register of interests. **Action – JDE to check all declarations are up to date on the AVDC website.**
- b) Finance and Accounts –
  - i) all agreed invoices were paid.
  - ii) No further information was found regarding the 2019/20 precept budget.
  - iii) Devolved Services Agreement was circulated to all councillors. Income is £1,496.88. This will be discussed at today's meeting.

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- iv) JW and JDE have not yet met to put a proposal together for precept 2020/21. JW to present his findings at today's meeting.
- v) JDE still to investigate SSE bills and discrepancies.
- vi) Reserves are £8,010.34 according to the budget spreadsheet.
- c) 163/19 Planning
  - i) All agreed comments were posted.
  - ii) S106 letter was chased and a response has been promised.
  - iii) NBPPC/VALP to be covered in this meeting.
- d) 167/19 Skills Audit has been circulated for completion before the Action Plan Meeting. This will be discussed at today's meeting.
- e) 168/19 Action Plan meeting - this will be discussed at today's meeting.
- f) 170/19 Play Area – JDE and PH are completing the WREN grant application. This will be discussed at today's meeting.
- g) 171/19 Devolved Service – This will be discussed at today's meeting.
- h) 172/19 Elmers Charity – JDE promoted around village via MailChimp, Facebook and E-mail.
- i) 174/19 Dogs on playing field JDE asked Cathy Knott about her experience with dog fouling in Westbury. CK kindly forwarded some information that was sent to all councillors.
- j) 175/19 JDE has yet to find a solution for storage of archived documents but is still working on it
- k) 176/19 no working group information was received.
- l) 177/19 Facebook account created.
- m) 178/19 David Hobbs has been given information regarding benches and their costings.
- n) 179/19 it was agreed to remove PSE from the email circulation.
- o) 180/19 Land at Church Close is owned by VAHT and the fence will be inspected on 29/11/19. **Action – JDE to chase.**
- p) Hedges were inspected by MB and PH. Letters will be sent where needed.

All notes on actions were discussed and noted.

187/19 **To accept the resignation of Carolyn McCall. No vacancy has been advertised as we are within 6 months of an election and this is not now necessary.** Accepted.

188/19 **GDPR, Websites and Email Addresses for Councillors: to agree a strategy to ensure MMPC comply with current and future GDPR regulations regarding website and email usage. This includes;**

- a) **having a website that adheres to all the Regulatory Frameworks, including the International Web Accessibility Standard or its European equivalent. This highlights the need for all websites to be accessible to all abilities, including the blind, deaf and mobility impaired. BucksVoice is closing. We have maids-moreton.co.uk. Report from Mark Fleet.** Report presented by JDE in Mark Fleet's absence. There are 3 options: A bespoke website designed by Mark Fleet, an off the shelf website by TEEC Ltd or a website from Cloudy IT who JDE has spoken with.
- b) **Having email addresses for councillors and members of staff that are only used for council business and that are cloud based.**

It was agreed, after the presentation by JDE on behalf of Mark Fleet, that there should be further investigation into the website offered by TEEC Ltd. This website would be GDPR and WCAG 201 compliant,

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as well as offer email addresses for councillors and an excellent information portal for both statutory and local information. **Action – JDE to investigate TEEC Ltd and report back at the next meeting.**

### 189/19 Finance and Accounts

- a) **To agree financial statements of accounts and bank reconciliations for the end October 2019.** Agreed.
- b) **To review and act on invoices received and bank payments to be made in December 2019. See additional information.** All invoices and quotes were discussed and approved.
- c) **To agree the budget/precept for 2020. JW to provide information relevant to this prior to the meeting. This must be agreed prior to submission in January.** The draft budget was discussed and amended. JW to amend the draft budget and recirculate for approval before submission. It was provisionally agreed to increase the precept by 3-4%, depending on how the amendments affect the final costs to the parish for the 2020/21 budget. **Action – JW to amend the draft budget for circulation to all councillors for further discussion. JDE to provide councillors with council tax band increases.**
- d) **Bills from SSE update. JDE still believes there to be an issue that needs investigating. Action – JDE to continue her investigation.**
- e) **Devolved Services - Devolved Service income is £1,496.88. Cost of devolved services is around £4,662.90. The devolved service agreement finished in 2018/19 and was extended to 2019/20. I have enquired (30/9/19) what is going to happen 2020/21 and am still waiting for an answer.** It was agreed to accept the extension of the current devolved services agreement. A discussion took place regarding the way in which the council would continue to manage this service in light of the significant costs involved. It was agreed that when the next sub-contractor agreement was tendered for the 2020/21 season of grass cutting, we would ask Buckingham Town Council to quote.

### 190/19 Bank Balances

	Treasurers Account	Bus Bank Instant
Opening Balance 26/06/19	£33,797.75	£18,346.41
Paid In	£8,654.71	£1.58
Paid Out	£13,486.56	£0
Closing Balance	£28,965.90	£18,347.99

#### Reserves

Total currently held is £8,010.34

Information held historically is as follows:

		Income	Outgoing
16.11.2015	MM Playingfield Association	£5,979.64	
05.05.2016	Beetle Drive in Village Hall	£210.00	
02.06.2017	B&S Running Club	£2,650.00	
07.06.2017	Buckingham Rugby Club	£200.00	
10.10.2018	Roundabout		£5,540.00
20.11.2017	Tesco Green Bag Scheme	£3,750.00	

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14.11.2018	You & Me swing		£489.30
19.11.2018	Tesco Green Bag Scheme	£1,250.00	
Income	<b>£14,039.64</b>	<b>minus outgoings £6,029.30</b>	<b>TOTAL £8,010.34</b>

The above information was noted.

191/19 **Planning:** to discuss and agree comments on the following planning applications: The meeting was closed for each individual application for interested parties to comment. The meeting was the opened once comments had been received.

Application Number	Details	Progress
19/03992/APP	<p><b>Greenbank Duck Lake Maids Moreton Buckinghamshire MK18 1RF</b></p> <p><b>Outdoor covered area</b></p> <p>No public comments.</p> <p>It was agreed there was no objection to this application.</p>	Pending Consideration
19/04147/APP	<p><b>8 Glebe Close Maids Moreton Buckinghamshire MK18 1RW</b></p> <p><b>Single storey front extension</b></p> <p>No public comments.</p> <p>It was agreed to support this application.</p>	Pending Consideration
19/02912/APP	<p><b>Foscote Hill Farm relocation of farm business to include temporary residential accommodation for a period of five years and construction of agricultural buildings</b></p> <p>This application was withdrawn from the Development Committee following a legal challenge from Foscote Parish Meeting on this application. We await further information from AVDC planning in light of this new development. Action – PH to monitor this application.</p>	Development Committee 29/11/19
19/03569/APP	<p><b>Meadow Bank barn conversion and extension to form separate residential dwelling.</b></p> <p>No further comments.</p>	Pending Consideration
18/01385/AOP	<p><b>Possible update from Scotts Farm Close</b></p> <p><b>To discuss the email from Danika Hird regarding access.</b></p> <p>Danika Hird has queried if Maids Moreton Parish Council still has an objection to the application. PH to submit a reply detailing the continued objection by Maids Moreton Parish Council to the application.</p>	Information.
16/00151/AOP	<p>Update from the Action Group and any other information regarding the <b>Walnut Drive</b> Planning Application.</p>	Information.

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Application Number	Details	Progress
	The Action Group are continuing their investigations into the application. There are continued discussions regarding the links to the amendments to VALP and there was a village meeting held on Sunday 1 <sup>st</sup> December to offer advice on how villagers could submit their comments on this process.	

- 192/19 **Neighbourhood Plan: grant of £7991 has been received. Update, report on progress and agree forward plans. PH to feedback information on NBPPC special meeting regarding VALP.** Dave Chetwin, planning advisor, met with MB and PH last week. He has written the framework and will continue to advise on this. There will be residents consultations on the plan before it is put forward for approval. **Action – MB and PH to keep all up to date.**
- 193/19 **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 meeting time convenient for to formalise the action points and responsibilities on the plan. To use the skills audit as part of this process.** It was agreed to liaise via email for a convenient meeting date. Skills Audits were collected from PH and GM. **Action – Skills Audits to be sent to JDE.**
- 194/19 **To provide an update on the village email system: Mail Chimp – 30 people are now signed up.** Mail Chimp is being used to communicate with those signed up – 1 new email collected. Agenda item now closed until further actions are required.
- 195/19 **Play Area: To provide an update regarding WREN application. To approve JDE and PH as authorised signatories for MMPC when applying for the playground grant. JDE and PH are currently working on this. Deadline is 11/12/19.** There will be a playground inspection on 5/12/19. This will be used to help submit the grant application. PH and JDE both authorised as signatories for the purposes of the application of the WREN grant application. **Action – PH and JDE to continue the grant application.**
- 196/19 **Civic Voice ABC Planning – to discuss the email sent by CC on 25/11 and a response to this email.** It was agreed to support the Civic Voice in their work to request for a simpler planning system. PH mentioned that the Open Space Society may also be able to support. **Action – CC to liaise with JDE to create a response. PH to forward this information on the Open Space Society to all.**
- 197/19 **Storage Containers: to discuss the ownership and maintenance of the storage containers.** It has been reported by the scouts that the middle container, used by the cricket club, is not fit for purpose as the roof is full of holes. **Action – JDE to investigate who has responsibility for this and ways in which it can be replaced or repaired.**
- 198/19 **Scout Hut: in the minutes of the June Meeting 101/19 e an excerpt from minutes states:**  
**Scout Hut; Update regarding the refurbishment of the outside of the Scout Hut.**  
*a. To discuss the replacement of the exterior doors on the Scout Hut. GM gave a resume of the situation at the present time; he had circulated a quote for a suitable external door, problem being that it didn't have any glass in it. He had suggested that the Councillors investigate for suitable alternatives. PH suggested ally composites or plastic doors or windows could be constructed into the building to let in extra light. MB proposed that the hardwood doors are purchased. Members RESOLVED to purchase hardwood doors for the Scout Hut. Action; GM will circulate a revised quote for hardwood doors.*

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**b. To discuss notices on the outside of the doors stating that they are *Fire Door – No Parking in front of them*. MB deferred this item until the doors are purchased.**

**c. To discuss having *hatched no parking areas* in front of the exits from the Scout Hut. GM proposed that this could be done now by a working party using yellow spray paint. AM wanted a quote of the cost of the paint. GM will check the cost of the paint.**

**Wood has been ordered for the remainder of the cladding. To discuss the purchase of new doors with signage and hatched no parking areas.**

It was agreed to get new doors for the scout hut. Quote to be obtained from CJM who are undertaking the other works on this building. **Action – JDE to get quotes.**

199/19 **To discuss the email from Jenny Kleeman, Guardian Journalist, regarding Ben Field.** To discuss how, if at all, the council could identify vulnerable residents in Maids Moreton. The email and its contents were discussed. The Chair closed the meeting so that members of the public could be included in this discussion. The meeting was closed. It was agreed that no comment would be made to Jenny Kleeman.

**The issue of how to identify vulnerable households in the village was discussed.** JDE attends the coffee morning, attended by several residents, every 2<sup>nd</sup> Wednesday at St Edwards Church. It was agreed that further investigation into what the Parish Council can do is needed.

**Action – MB and JDE to meet to put together a Parish Council Guide for vulnerable households to include information on local charities and associations.**

200/19 **To discuss a repair or replacement boiler in the scout hut. Rachel Scrase from the Scouts has brought to our attention the ongoing repair issues they have with the boiler and they would like to request a new one is installed soon. Last serviced 23/9/2019. Service report attached.** There was a discussion regarding the age and condition of the boiler. It was agreed to investigate different types of replacement boilers to include electric, gas and heat exchangers. **Action – GM to investigate boiler requirements and costs and report back at the next meeting.**

201/19 **Villagers' Questions**

- a) **A resident has highlighted the mud on the footpath that leads from Maids Moreton Playing Area to Buckingham Primary School. Pictures attached. To discuss possible improvement to this footpath.** The options available were discussed and it was agreed that quotes would be obtained to convert this path to concrete or a similar hard surface in keeping with the path beside the playing field. It was noted that there were 2 paths through this hedge, both with adjoining pathways in the Buckingham Town Council park area. **Action – JDE to get quotes from CJM Fencing and GM Services + 1 other for both pathways.**

202/19 **Councillors Open Forum:** Councillors to bring items forward for the next agenda.

- a) AM would like to see the re-introduction of a quiz next year.

203/19 **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.

- a) Street lighting was highlighted as an issue between The Village Hall and The Wheatsheaf. To be included on the February 2020 agenda.

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- b) Street lighting being on all night was queried. It was suggested we could investigate turning lights off after a certain time, or having motion sensors on streetlights. To be included on the February 2020 agenda.
  - c) Compliments were received on the welcoming, informative and open nature of the parish council meeting.
- 204/19 **Date, time and venue of the next meeting:** The next meeting will be held on February 5<sup>th</sup> at 7.30pm at Maids Moreton Village Hall.

The meeting closed at 21:50

*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](mailto:maidsmoretonclerk@gmail.com)

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### Additional Information

#### Invoices

Date	Details	Amount
18/11	CJM Fencing for trellis in rose garden 202201	£1020.00
4/11	GM Outdoor Services grass cutting 1457	£90
30/11/19	Payroll Jacky Dale-Evans	TBC
30/11/18	Expenses for JDE BMKALC training for JDE – Clerking Essentials and Accounts and Finance.	£112.21

#### Quotes for approval

Date	Details	Amount
18/11	GM Outdoor Services 1070. To repair and protect the verge on the edge of 2 <sup>nd</sup> entrance to the park near the dog poo bin.	£195
18/11	GM Outdoor Services 1071 - verges Increase in price of £5 per cut to include Church Close devolved from AVHT as agreed 12/11/19. From £185 per cut to £190 per cut.	£190
18/11	GM Outdoor Services 1072 – play area & playing field Increase in price of £20 per cut to include the extra grass reclaimed beside the roadway to the cricket pavilion and beside the storage containers. From £90 per cut to £110 per cut.	£110