

# 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 6<sup>th</sup> May 2020 at 7.30pm via Zoom.

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

**Clerk:** Jacky Dale-Evans

**Members of the Public:** 6

- 66/20 **Nomination and Acceptance of Chairman** – Mark Byrne was nominated by PH, seconded by GM and voted in unanimously by all members of the council. Mark Byrne accepted the appointment. **Action – MB to sign a new declaration of office.**
- 67/20 **Nomination and Acceptance of Vice Chairman** – Ausra Mohandas was nominated by MB, seconded by JW and voted in unanimously by all members of the council. Ausra Mohandas accepted the appointment. **Action – AM to sign a new declaration of office.**
- 68/20 **To receive apologies for absence and welcome.** None
- 69/20 **Public Open Forum 1:** No matters were brought to the attention of the council.
- 70/20 **Members' Interests:** No disclosable pecuniary interests or other interests in items on the agenda, were brought to the attention of the council.
- 71/20 **Approval of minutes:** To agree the minutes from the Parish Council Meeting held in the Maids Moreton Village Hall on 4<sup>th</sup> March 2020. No meeting was held in April 2020 due to the outbreak of the Corona Virus. AM corrected an error in 47/20b – JM should read AM. Minutes were then agreed.
- Note: PH has determined that the EIR requested related specifically to the legal challenge of the DMC Decision in January 2020 to approve Tim Buckingham's application (19/02912/APP); consequently the excessive scope of documentation requested under the EIR involved MMPC in unnecessary and wasteful amount of time and effort to respond to it.
- 72/20 **Review of new Standing Orders 2020 & Financial Regulations** – once the suggested amendments from PH and CC have been incorporated these were agreed and adopted by all councillors.
- 73/20 **2020 Review of Risk Assessment and Fixed Asset Register. CC suggested an audit of the Asset Register.** Both documents were agreed and adopted by all councillors. All councillors agreed a physical audit of the village assets was a good idea. **Action - JDE to arrange a suitable time for all councillors to visit the buildings in the village and for the smaller items to be audited.**
- 74/20 **Other Policies** – A review of policies is underway, please see additional handout. All review dates were agreed. All policies were agreed and adopted as current until the review date. **Action – JDE to put all relevant policies on the new website.**
- 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.** 1<sup>st</sup> Wednesday of the month except January and August where no meeting will be held.
- 76/20 **Finance and Accounts**
- a) **To agree financial statements of accounts and bank reconciliations for the end of March 2020.** All agreed. JDE informed councillors that the 1<sup>st</sup> half of the precept was received on 1/5/2020.

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- b) To review and act on invoices, quotes and grant applications received and bank payments to be made from April 2020. See additional information. Action - JDE to input for payment online.

### 77/20 Bank Balances

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

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

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

### 78/20 Planning

- a) Planning – New

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

- b) Planning – Long Term

<b>18/01385/AOP</b>	Possible update from <b>Land at Scotts Farm Close</b>	Information.
<b>16/00151/AOP</b>	Possible update from the Action Group and any other information regarding the <b>Land off Walnut Drive</b> Planning Application.	Information.
20/00510/APP	<b>Land to the west of Moreton Road and Castlemilk</b> 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	<b>Meadow Bank Duck Lake Maids Moreton Buckinghamshire MK18 1RF</b> Proposed conversion to form separate residential dwelling.	Awaiting Decision
20/00523/APP	<b>Vitalograph Ltd Vitalograph Building Walnut Drive Maids Moreton Buckinghamshire MK18 1SW</b> Demolition of hut and replacement with steel shed.	Approved
19/02912/APP	<b>Foscote Hill Farm Foscote Road Maids Moreton Buckinghamshire MK18 1QQ</b> 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	<b>Foscote Hill Farm Foscote Road Maids Moreton Buckinghamshire</b> 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	<b>1 Church Close Maids Moreton Buckinghamshire MK18 1QG</b> Demolition of existing porch and erection of a single storey front extension (Retrospective). Neutral – comments made.	Approved
20/00047/APP	<b>1 Fayrefield Towcester Road Maids Moreton Buckinghamshire MK18 1RD</b> Proposed garage conversion, construction of new attached garage to side and single storey rear extension. Neutral – comments made.	Approved

### 79/20 Neighbourhood Plan Update:

A draft of the NP has been emailed to all councillors on 5/5/2020 by PH. Once all councillors have read the document a meeting will be needed to take this forward to the next stage.

PH formally thanked all participants in the NP working party, particularly Jane Wood who has been a great help. CC formally thanked PH for his huge effort in getting the NP to this stage.

Action – All councillors to read draft NP. PH and JDE to arrange a meeting for members of the working party and councillors, either via Zoom or in person if restrictions allow.

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

- a) **Updated Financial Regulations and Standing Orders to be discussed.** Both documents have been updated and were adopted in agenda item 72/20.

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- 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. **Action – JDE to arrange audits with JW once restrictions are lifted.**
- 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. MB and CC replied to this email with positive comments.
- 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. 3 new quotes have been received with the new specifications agreed in agenda item 50/20a. **Action - GM to email these to all councillors so a decision can be made.**
- GM brought to the attention of all councillors the general state of disrepair the inside of the scout hut is in and suggested a meeting be arranged (when allowed) with senior members of the Maids Moreton Scout Group to agree a maintenance schedule for the future. GM also noted the soffit boards and guttering needed attention. **Action – GM and JDE to arrange a meeting between MMPC and MMSG to discuss maintenance once regulations allow.**
- b) JDE to update on refurbishment by CJM Fencing. All planned works to the exterior of the Scout Hut are now completed.
- 82/20 **Traffic Survey – PH** to update regarding progress on draft letter to Akeley Wood Senior School. PH wrote to Mr Antwis, Principal at AWSS regarding MMPC’s concerns regarding school traffic through the village. Mr Antwis has agreed to write to all AWSS parents asking them to use the schools bus service where possible and to ask them to be considerate of residents in local villages when driving to school.
- 83/20 **Newsletter – AM** to update on progress of Newsletter. Much of the content discussed at the last meeting is no longer relevant due to the current restrictions on movement. However, all felt a newsletter would be a good idea. **Action - AM to complete a draft newsletter and forward to all councillors next week.**
- 84/20 **Dog walking path on the playing fields – MB** suggested a fenced dog walking path around the playing field. To be added to June’s agenda for further discussion. **Action – MB to draft a plan for the path and send to all councillors. MB to speak to Buckingham Rugby Club and Maids Moreton Cricket Club asking for their views on this and any possible financial contributions they would be willing to give.**
- 85/20 **MMCG Tree Planting – PH** has spoken to Kevin Robinson. The suggested list of tree species is all native and a good mix. Planting will be planned for Autumn with groundworks to be completed prior to planting. MMCC are to help with groundwork preparations. **Action - PH to speak to Kevin Robinson regarding a maintenance schedule for future years as this is an important aspect of any tree planting programme.**
- 86/20 **Community Right to Bid – update from PH.** Jane Wood continues to work on this project.
- 87/20 **Update on S106.** Currently awaiting information from Buckingham Council (was AVDC). Warren Whyte, in his role as Cabinet Member for Planning and Enforcement was asked to check on the progress of this.

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- 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. Deferred till we can meet face to face.
- 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 1<sup>st</sup> meeting of volunteers to take this application forward to include AM, PH, MB and JDE. Deferred till we can meet face to face.
- 90/20 **Dog Fouling:** update on strategy and notices around the village. All councillors agreed this was an ongoing issue for the village. Warren Whyte was asked to take this up with the new Buckinghamshire Council as MMPC have no authority to prosecute for dog fouling offences.
- The meeting was closed and members of the public were asked for their input. Dr Mary Hadley, who works in public health abroad, offered to put some suggestions together and email these to the council for consideration. The council accepted her offer. Suggestions to be emailed to the clerk for distribution to the councillors. The meeting was re-opened.
- 91/20 **Councillor Training Days** – Councillors to book on training days when appropriate. CC has booked onto councillor training – date will be confirmed once the current social restrictions are lifted.
- 92/20 **Update on Handyman** – Handyman jobs to be forwarded to JDE by councillors as needed. No jobs were suggested.
- 93/20 **Councillors Open Forum:** Councillors to bring items forward for the next agenda.
- JW highlighted a weed problem on the right-hand edge of the pavement on the A413 towards Whittlebury. These weeds could cause a future issue to the surface of the road.
- GM asked for donations to the book and games exchange outside Corner Cottage, Main St. They are short of puzzles if anyone has any they wish to donate. All funds raised are being donated to Maids Moreton and Foscoote Action Group. The donations so far have raised over £100.
- 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.
- Bernard Page asked the council to level the surface of the ground beside the new paths laid between MM Playing Fields and the park beside Watchcroft.
- 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 3<sup>rd</sup> 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](mailto: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](mailto: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	£693.42
30/4/2020	Expenses JDE – paper, files, dividers	£57.60