

A meeting of the Parish Council was held on 6th June 2011 at Stewkley Village Hall. Those present were Councillor P P Smith (in the chair); Councillors W A Lyttle, AR Dickens, JR Thornback, Mrs R L Webb, Mrs ME Burgess and Mrs AM Cooper (Clerk). District Councillor Janet Blake was also present along with parishioners Mr Brian Wright, Mr Ken Lamb, Mr Robert Ayres and Mr John Hart for part of the meeting. Two candidates interested in the position of Clerk were also present; Mrs Rachel Kirchin and Ms Joanne Axten. Apologies were received and accepted from Cll'r Mrs J Wodey

Public Participation

Parishioner Mr John Hart had come along to discuss the village web site. He handed out some information to act as background information to Cll'rs. Cll'rs expressed their appreciation to Mr Hart who is the Managing Director of PA Communications Ltd who has created and managed the village web site free of charge as a community project. Cll'rs agreed to retain the ownership of the four domain addresses for Stewkley. Mr Hart is proposing for the PC pay the cost of hosting stewkley.org and PA Communications Ltd pay for the hosting of the other three domain names (stewkley.info, stewkley.org.uk, stewkley.net) Cll'rs agreed for Cll'r Thornback to liaise with Mr Hart and discuss the uploading of items onto the Parish Council section and reimbursing Mr Hart financially. Cll'rs agreed to formally discuss this matter on the July agenda.

Parishioner Mr Ken Lamb – see item 14 on agenda

Parishioner Mr Robert Aryes – see item 15 on the agenda

1.06/11 To receive any declarations of interest

None received

2.06/11 To confirm the Minutes of the Previous Meeting – 9th May 2011.

The minutes were then signed as a correct record of the meeting held on the above date.

3. 06/11 Matters Arising from the Minutes – not covered on agenda

AVALC – Cll'r Mrs Burgess is not available on Thursdays. Cll'r Thornback expressed an interest. Clerk to obtain meeting dates. **ACTION CLERK**

Donation of trees from Mr Sheldrick – Governors of St Michael's School have accepted this offer.

Local Emergency Planning – Cll'r Wodey will report at the July meeting on progress. **ACTION JW**

Grass growing through pavement by 41-45 Dove Street – Clerk had received communication from Neil Passmore at AVDC stating they are not responsible for footways and had passed concern over to BCC – Transport for Buckinghamshire.

4.06/11 To confirm the minutes of the previous Planning Meeting - 23rd May 2011

The minutes were then signed as a correct record of the meeting held on the above date.

5.06/11 To receive Minutes of Annual Parish Meeting held on 18th April 2011 and discuss any matters arising from them.

A correction was made to 'Hussey' – it should have read 'Fussey'. Cll'rs received the minutes.

6.06/11 Correspondence for information and action not covered on agenda

Signs for School Fete – Cll'rs had no objections to The Friends' of St Michael's School siting some temporary advertisement boards at the village entrances for the forthcoming fete on 18th June.

Digital switch over- Cll'rs noted email from Neil Dickens, Church Warden, and felt sufficient assistance was in place.

Temporary road closures – BCC surface dressing – Cll'rs noted the report. Site 8 C8 Stewkley Road, Wing Road is due for repairs 12th July to 15th July 2011.

7.06/11 Items of interest for/reports from County and District Councillors.

District Councillor Janet Blake informed Cll'rs that she had been advised that several other parishes as well as Stewkley, had expressed concerns that their County Council needs and concerns were not being addressed as they didn't have adequate representation. The Buckinghamshire Conservative Constituency Association (BCCA) had advised District Councillors to suggest to their Wards that they write to a Mrs Evelyn Joy (the constituency agent) at BCCA who would bring the matter to the attention of the Executive Committee. Cll'r Mrs Webb thanked Mrs Blake for this information and for the concern shown by BCCA, but that it still amounted to insufficient representation. Cll'rs agreed to write a letter to BCCA and copy in Martin Tett, the new Council Leader of BCC. **ACTION CLERK**

Mrs Blake gave the Cll'rs an update on current AVDC Enforcements in Stewkley. Mrs Blake is the new Chairman of Development Control and has asked for monthly updates from the enforcement team.

1. Millway Farm, Bletchley Road had an alleged unauthorised occupation of a mobile home. An enforcement notice has been issued and the situation monitored.
2. Land adjacent to Dunton Road – storage of building materials for a proposed new stable block. Matter is being pursued and if unsuccessful, enforcement action will be taken. Cll'rs thanked Mrs Blake for these updates.

Cll'r Mrs Webb queried why Cll'r Netta Glover had not attended the London Luton Airport Consultative Committee meeting (LLACC) instead of County Councillor Brenda Jennings as we had been promised by Cll'r Bill Chapple. Mrs Blake was not aware of this arrangement. Cll'r Webb would contact Mrs Glover. **ACTION RW**

Cll'r Mrs Webb asked Mrs Blake what was AVDC stance on the proposed large scale dairy near Buckland, Aylesbury. Mrs Blake indicated that it was a new major employer in the area. Many objections had been attended to. The site has already been identified as a major development site on the AVDC Local Plan and the site is large enough to accommodate this dairy. June 16th was the deadline for responses. The PC agreed not to submit a response.

Previous to this meeting, Mrs Blake had forwarded communication to Cll'rs suggesting having a possible public meeting in Stewkley Village Hall on 13th July with the planning inspector dealing with the appeal of 900 Paul Newman Homes application at Linslade. This would form part of the public hearing. Residents of Linslade and surrounding villages who had objected to the application would be invited. Mrs Blake had suggested Stewkley Village Hall due to the PC objecting to the application on the grounds of increased traffic, its large hall and the request of the inspector to hold a meeting in "the Vale". There was a mixed response from Cll'rs but Cll'rs agreed it was up to AVDC to decide whether to hold the meeting in Stewkley and if so make direct contact with the village hall to make any booking. Cll'rs did not consider many Stewkley residents would attend but that someone from the PC would try and attend any such meeting.

Cll'rs Smith and Dickens were concerned to discover that the contents of the bulk freighter does not get recycled even though it would appear that 90% is green or metal waste.

8.06/11 Finance

a. To discuss and authorise expenditure incurred with The Stewkley Wildlife Reserve

Cll'r Dickens anticipates forthcoming purchases of flower seeds and plants for the pond.

b. To agree to renew membership with Aylesbury Vale North Sports Council - £12

Following feedback from AVNSC and District Councillor Mrs Janet Blake, Cll'r Smith proposed the PC rejoin and pay £12, Cll'r Thornback seconded and unanimously agreed.

c. To agree funding for Village Hall room hire for 1 session of Play around the Parishes

Cll'r Smith proposed the PC pay the hire (approx £20) when invoice received, Cll'r Burgess seconded and unanimously agreed.

d. To authorise the monthly expenditure for the period 9th May 2011 to 6th June 2011

Cll'rs agreed to pay the following:

£12	Aylesbury Vale North Sports Council – 2011 membership	(101389)
£2400	Improver Homes Ltd – completion of works to pavilion	(101408)
£390	R E Wright – works to Ransomes gang mowers	(101409)
£318.18	Mrs AM Cooper – May clerking duties net of tax	(101410)

Income:

£60	EROB Noel Samuel
£25	Memorial for J Fussey
£4.33	Quarterly interest on Base Rate Tracker Account

e. To authorise end of year accounts and to agree completion of audit report

An inspection of the Council's books had carried out by Mr Fellowes, internal auditor, who had also signed the Internal Auditor's Certificate, Section 4 of the Annual Return. Mr Fellowes had told the Clerk that he had found no areas of risk or areas of concern that he wanted the Council to address. He had signed a letter declaring his continuing independence from the Council. Cll'rs resolved to reappoint Mr Fellowes as internal auditor for the next financial year.

The Parish Council 2010/11 accounts and the Annual Return, Section 1 - The Statement of Accounts for the year ending 31st March 2011 were considered by the Council. Cll'r Smith proposed that the Council approve the accounts and section 1 of the Annual Return. This was seconded by Cll'r Mrs Webb and unanimously agreed. The Chairman then signed the statement.

The Annual Return, Section 2 – Annual Governance Statement. The Council considered the statements, and then Cll'r Mr Smith proposed that the Council approve the Annual Governance Statement. This was seconded by Cll'r Dickens and unanimously agreed. The Chairman signed Statement 2 of the Annual Return.

9.06/11 Risk Assessment: to consider updated report including appointment of Internal Financial Scrutineer and arrangement for a safety check of Memorials/headstones.

Cll'rs considered the updated Risk Assessment and approved the contents. Cll'rs agreed that once the new clerk was in office, the current banking arrangements including obtaining a better rate of interest would be reviewed by a new sub committee of the PC. The clerk agreed to maintain current storage arrangements of back up files at the school. Cll'rs agreed to reappoint Cll's Mrs Webb as Financial Scrutineer and Cll'r Dickens as Health and Safety officer for checking the memorials and head stones in Stewkley Lawn Cemetery.

BE FORMED

ACTION- SUB COMMITTEE TO

10.06/11 Parish Clerk vacancy – Cll'rs to receive a progress report on any applicants and arrange interviews.

Cll'rs Smith, Lyttle and Mrs Webb agreed to arrange for a short listing meeting shortly after the closing date of 14th June. Clerk to also attend interviews following week if possible. Dates to be confirmed. To date three applications had been received.

ACTION CLERK

11.06/11 BCC Centenary Plantation and plaque, Kingsbridge Picnic Site and Airport Spinney – Cll’rs to decide way forward following discussions/decisions from BBOWT, Explorer Scouts and Thames Probation Service.

Airport Spinney – Cllr Lyttle had discovered that a number of significant species had previously been identified at the site and noted by BCC. Cll’rs agreed for Cll’r Lyttle to contact BCC to establish what affect this may have on the management of the site. Cll’rs also requested that Cll’r Lyttle investigated what arrangements BCC would be willing to come to for passing over the management of this area to the village. Cll’r Lyttle had already established that the Explorer Scouts and Thames Probation Service are willing to offer maintenance of the area. **ACTION AL**

Kingsbridge Picnic Site – Cll’r Mrs Webb had made contact with Mr Hugh Mellor of BBOWT and he had confirmed the organisation would probably not be interested in taking over the management of this land but he would be willing to meet with Cll’rs and suggest a management programme for the PC to consider and maybe find a couple of volunteers. Cll’rs Smith, Dickens and Mrs Webb would accept this kind offer from Mr Mellor. Date to be arranged. **ACTION RW**

BCC Centenary Plantation and plaque – Cll’rs agreed to keep this item on the agenda for future consideration but in the meantime ask Mr Mellor to also take a look at this area when visiting the Kingsbridge site. **ACTION RW**

12.06/11 Data Protection - Specialised Legal Services from BCC – Cll’rs to decide whether data protection registration is required

Cll’rs considered the motion put forward by Cll’r Lyttle and seconded by Cll’r Mrs Webb – ‘Following the meeting with BCC Specialised Legal Services, should SPC consider registering with the governments Data protection Officer/Agency which may hold data on an electronic database?’ Cll’rs considered the motion and as very little personal information is held on file, Cll’rs resolved not to register.

13.06/11 Stewkley Recreation Association – Cll’rs to discuss necessary and most suitable legal agreements between all parties and agree for Cll’r Lyttle to complete a Statutory Declaration for PC land at recreation Ground.

Cll’rs agreed for Cll’r Mrs Webb to contact BCC Specialised Legal Services as to the best way to proceed with a lease/agreement and assistance in drawing up any necessary documentation. An estimation of time involved and costs would be requested. The PC would then decide whether to source quotes from elsewhere too. **ACTION RW**

Cll’rs agreed for Cll’r Lyttle to sign a Statutory Declaration with Ray Nixon Brown solicitors stating that the PC is the freehold owner of the unregistered land known as the Pavilion and Recreation Land for at least 60 years in order to get it registered with the Land Registry. **ACTION AL**

The constitution of Stewkley Recreation Ground Association Charity (as opposed to the Committee) is still being located. **ACTION JT**

14.06/11 Empty Houses in Stewkley – update report from Cll’r Lyttle.

Parishioner Mr Ken Lamb reported that property 104 High Street North was on the market for ‘offers over £280k’. Cll’r Lyttle reported that he had been informed that a ‘for sale’ sign had been erected and taken down on the same day. He also confirmed the house was not on the estate agents web site. Cll’rs agreed for Cll’r Lyttle to contact the estate agents and report back at the July meeting.

Mr Lamb also enquired if the PC were pursuing another long term empty property in Wing Road. Cll’rs agreed for Cll’r Burgess to approach the neighbours, who she knows, on an informal basis to try and ascertain the owners. The PC would then decide any appropriate course of action. **ACTION MB**

15.06/11 Parsons Close – any update report at meeting

Parishioner Mr Robert Ayres wanted an update on any progress with piping the ditch and tidying up the area of land between Dove Street/Soulbury Road/Parsons Close. Cll’r Smith had left a message for Paul Foot stating the PC were willing to get matters resolved themselves in order to make this area acceptable i.e. clearing out and piping the ditch, landscaping and fence. Paul Foot had replied and stated that he was concerned as there could be a number of issues if the PC took this work on.

Therefore, Cll’r Smith reported that Paul Foot had verbally agreed to complete all necessary works to the ditch including piping and a new inspection cover within 6 weeks. Cll’rs agreed to source quotes for the PC to pay for landscaping the area afterwards and installing a fence, subject to cost.

16.06/11 BMX Project – any update report at meeting

At the May PC meeting Cll'r Lyttle reported that it was with regret that unless there was still interest in the village by the young people to use the land with their bikes the project should cease next year. Cll'rs agreed the Youth Club should be made aware and an article should be placed in the Grapevine. Should nothing should come to fruition, the PC would cease renting the land. Clerk agreed to inform the Youth Club and report back.

ACTION CLERK**17.06/11 Traffic Group – any update report at meeting**

Report in correspondence represented the basis of a "wish list" of solutions to identified traffic problems in the village. After discussion, Cll'r Mrs Webb agreed to clarify some entries in the report. A meeting would then be requested between the Traffic Sub committee and BCC to discuss an action plan to begin resolving the issues.

18.06/11 Cll'rs to confirm PC approval to allow for draft/not adopted planning minutes to be sent to John Flewin at The Grapevine each month.

Resolved.

19.06/11 Vale of Aylesbury Plan – report from Cll'rs Mrs Webb and Lyttle following meeting on 12th May.

Cll'r Mrs Webb reviewed the process so far. A meeting had taken place on 12th May between SPC and AVDC concerning the formulation of the Vale of Aylesbury Plan as a replacement for the abolished Core Strategy, in consultation with Parish Councils. Parish Councils were being asked to produce a Neighbourhood Plan stating, through comprehensive consultations with parishioners, how many homes, where and of what style the village would like to see etc. Alternatively, the PC could opt not to do the Neighbourhood Plan but to reply to a limited number of questions posed by AVDC, still in consultation with residents. AVDC are uploading on to their web site a survey template that could be used by the PC to consult with parishioners. AVDC would then assist in analysing the results. Cll'rs agreed for Cll'r Mrs Webb to take a look at the survey template and report back to Cll'rs and to speak to Great Horwood PC who have been used as a pilot for a Neighbourhood Plan by AVDC.

ACTION RW**20.06/11 Milton Keynes Core Strategy – Cll'rs Mrs Webb and Smith to update Cll'rs on postponement of timetable.**

It was reported that the Inspector has grave concerns over the draft Milton Keynes Core Strategy document and has subsequently postponed the hearing dates pending an exploratory meeting with just Milton Keynes Council. Cll'r Mrs Webb and Smith would keep Cll'rs informed of developments.

ACTION RW AND PS**21.06/11 Planning:****11/00926/ALB 26 High Street South – demolition of out building and erection of new outbuilding with rear extension.(AL)****11/00925/APP 26 High Street South - restoration and rear extension to existing rear outbuilding. (AL)**

Deferred to June Planning meeting

22.06/11 Councillor's General Items

Diamond Jubilee June 2012 Cll'r Lyttle drew Cll'rs attention to the Diamond Jubilee celebrations next year and asked Cll'rs to consider "What will the PC do to mark the event?" Cll'rs agreed the PC should mark the anniversary in some way as in previous anniversaries.

Cll'rs also agreed something should happen in the village and suggested a note be put in the Grapevine asking for parishioners to come forward to coordinate it.

Theatre in the Villages – Cll'rs agreed to pass on the details to the Village Hall committee suggesting that the PC would sponsor an event from its Community budget thus enabling money to be raised for a nominated charity organised by the Village Hall committee, should they choose to do so.

A418 improvements – Cll'r Mrs Webb reported that it would very much appear that the dualing of the A418 was "off BCC's agenda for the foreseeable future". Cll'r Mrs Webb would keep the PC informed of any developments.

Standards Committee – Cll'r Mrs Webb announced that despite her term of office coming to a close, AVDC had agreed that she would remain on this committee until it ceases to exist and new arrangements are put in place.

Letter from 1st Stewkley Scouts dated 3rd June – to be circulated and considered at July PC meeting.

23.06/11 Next Planning Meeting – Monday 20th June 2011 at 7.30pm at the Village Hall

24.06/11 Next Parish Council Meeting – Monday 4th July 2011 at 7.30pm at the Village Hall.

As there was no further business the meeting closed at 10.15pm

Minutes accepted Date