



**OLD WUGHTON PARISH COUNCIL**

Minutes of the meeting held on 15<sup>th</sup> July 2013 at 7.30pm in St Mary’s Church Woughton on the Green

Present: Councillors King (Chair), Bennett, Brown, Humphries, Kenyon, & McDonald. There was are summoned to a General Meeting of Old Woughton Parish Council to be held on the above date, time & place, when the business set out below will be transacted.

Item		Action
2013/057	<p><b>Apologies:</b> Councillors Howson (family commitments), Blomley (vacation). Apologies accepted.</p>	
2013/058	<p><b>Declarations of interest by councillors:</b> Cllr King: Personal interest 2013/064 (chicken request from prospective tenant).  Clerk declared her prejudicial interest in 2013/064 (chicken request from prospective tenant) as clerk of the parish council who has issued an eviction notice even though Clerk takes no part in the voting.</p>	
2013/059	<p><b>To agree the minutes of the previous meeting &amp; review of actions:</b> The minutes of the previous meeting was accepted as a true copy with 2 minor changes to wording. The minutes were signed by the Chair at the end of the meeting.  No actions not on agenda or outstanding.</p>	
2013/060	<p><b>Updates:</b> <b>Communications:</b></p> <ul style="list-style-type: none"> <li>• Newsletter to be edited by Cllrs King, Humphries and proof read by Cllr Howson. To be an agenda item at next meeting</li> <li>• To be hand delivered following previous rosters and articles to be in by early august. Note: article on (i) what the Council are/intend doing with the precept collected &amp; (ii) neighbourhood Plan to be included.</li> </ul> <p><b>Environment log and consideration of actions:</b></p> <ul style="list-style-type: none"> <li>• Now separated into areas within parish</li> <li>• Updates given on additions and actions to environmental log</li> <li>• Graffiti issue on stanchions on redway canal bridge 90B (Tinkers Bridge/Passmore). Reported and cleaned</li> <li>• Potholes: some filled (near Woughton Pavilion) others will be filled when Newport Road is surfaced.</li> </ul> <p><b>Other issues:</b></p> <ul style="list-style-type: none"> <li>• Canal boats (Walton Park moorings): Canal &amp; River Trust have issued enforcement notices. Clerk to wrote to the Canal &amp; River Trust to request diligent enforcement of the orders.</li> <li>• Number 18 bus: ongoing issue. Working in conjunction with Ward councillors and Simpson and Ashland Parish.</li> </ul> <p><b>Road safety issue:</b> Work will commence in autumn (currently 1<sup>st</sup> week October but could be moved). To be done in conjunction with repair and realignment of traffic road table (Swan Pub) and Newport Road resurfacing.</p> <p><b>Councillor vacancy:</b> Chair explained that S O’Neil has resigned. MK Council was advised and the vacancy was advertised on noticeboard. Residents have 14</p>	<p style="text-align: center;">Clerk AH/LK</p>



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	<p>days (until 25/7) to request an election. 10 electors need to ask for an election. If no election is requested then the vacancy will be filled through co-option process. Policy to be agreed in this meeting. Residents are urged to either request an election or put their names forward for co-option.</p> <p><b>Grant funding application:</b> Should hear sometime in August whether successful</p>	
<p><b>2013/061</b></p>	<p><b>Planning:</b> 13/01340/FUL: Siting of temporary marquee for a period of twelve months: Parkside House Hotel Newport Road Woughton On The Green: The Council object to the temporary structure on the grounds of:</p> <ul style="list-style-type: none"> <li>• Size &amp; design: disproportionately large for the area; design and materials are not in keeping with the hotel or surrounding buildings as this is attached to a facaded building of grade II listing as well as facing onto a Scheduled Ancient Monument and being in a conservation area.</li> <li>• Proposed temporary nature: the Council do not believe that a 12 month term is to be considered temporary. In addition the owners state that they are looking into the viability of a permanent structure. The Council feel that the granting of the erection of a temporary structure for such a length of time, will facilitate permission being granted without any further consultation to residents and community.</li> <li>• Location of the prep room: is this room to be allowed for preparation or cooking of food?</li> <li>• Location: marquee faces onto the conservation area and SAM. Grassed area where the proposed marquee is to be sited, is currently used for other activities such as children's bouncy castles and an "overspill" for guests attending functions in the orchard room (specifically anecdotal evidence of being a smokers area). If the marquee is sited there will be a loss of amenities. Where do the applicants intend the overspill to be accommodated?</li> <li>• Parking: design statement states that the 100 places applicant can provide will be adequate as per MK Council's planning standards. However the plan clearly includes, within the red boundary lines, parking spaces that do not belong to the applicant. [The bottom car park belongs to St Mary's Church]. The council believe that if this proposed structure is allowed, a capacity use would result in insufficient parking being provided which would contravene parking policy.</li> <li>• The submission states the structure is requested under policy D8 of the MK local plan 2001-2011 to meet "essential short term needs": The council do not accept this is indeed the case as the basis for this is not based in fact, there is no evidence of why such a large structure would be essential to support the business, and no evidence in the past that such a large structure would be essential.</li> </ul> <p>13/01163/FUL: Part single storey, part double storey front extension and double storey rear extension: 5 Bellis Grove Woughton On The</p>	



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	<p>Green. No objection as long as materials blend with original materials used.</p> <p>13/00912/TPO: Notification of intention to remove one Holly tree (T20) Holly Tree and one Robina tree (T22)   6 Rogers Croft Woughton On The Green. No objection</p> <p>13/01236/TCA: Notification of intention to fell one Eucalyptus tree (T1): 11 The Green Woughton On The Green. No objection</p> <p>CAT Program update: It was agreed that a working group comprising of Cllrs Humphries, Blomley, McDonald and King would be formed to represent the Parish Council.</p>	
<b>2013/062</b>	<p><b>Finance:</b> <b>Consider &amp; note the payments schedule &amp; sign cheques:</b> The payments schedule was circulated in advance. Total payments of £1337.18 from the current account was requested. Payments noted and cheques signed after the meeting</p>	
	Administration	£111.00
	Allotment costs	£279.69
	Community	£301.10
	Insurance	£306.25
	Salaries to staff +levies	£339.14
	<p><b>Receive any statements of the current financial position:</b> Noted</p> <p><b>Internal audit report and recommendations:</b> Cllr McDonald had reviewed the IA report and found nothing that was not a sensible recommendation for the Council to consider. Clerk felt that comment on registered address should be reviewed at a later stage. As a result of this discussion, the Chair proposed that the following recommendations be accepted: Planning register be instigated Complaints procedure – agreed draft on September agenda. Clerk to have access to bank statements Seconded by Cllr McDonald. All in favour.</p>	
<b>2013/063</b>	<p>It was unanimously agreed to hold a public excluded part 2 of the meeting in accordance with Section 100(A) (4) of the Local Government Act 1972, as defined in paragraph 1 of Part 1 of Schedule 12A to the Act on the grounds that the discussion on tenders has publicly exempt information of a confidential commercial nature</p>	
<b>2013/064</b>	<p><b>Note an allotments update:</b> The allotments report was read and noted.</p> <p><b>Consider requests to allow poly-tunnels, sheds and chickens on the Patch allotment garden site:</b> Poly-tunnels/shed structures: It was agreed that poly-tunnels and sheds would be permitted as the T&amp;C’s dictated that no more than 30% of the plot must be non cultivated. Chair to inform resident and quote T&amp;C reference.</p> <p>Cllr King took no part in the vote on this matter Chickens:</p>	LK



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	Prospective tenant has requested permission to house 19 chickens. It was agreed that the tenant had an agreement in principle but subject to compliance with the Council’s fowl policy. Clerk to action	Clerk
2013/065	<b>To consider and agree to adopt a Co Option policy:</b> The draft co-option policy as circulated was adopted with the following changes: <ul style="list-style-type: none"> <li>• vote by councillors will be via a show of hands</li> <li>• winning candidate must poll at least 50% of the vote.</li> </ul>	
2013/066	<b>MK Council consultation on parish precept request format and collection:</b> It was unanimously agreed that the funding method for 2013/14 is endorsed by Old Woughton Parish Council and that the allocation of funding for 2014/15 is carried out in the same manner [fixed loss and shared across parishes for the purposes of fairness and equality]. The Council also endorses Annex B2 as the preferred Parish Precept Proforma.	
2013/067	<b>Consider on possible resident consultation on the Newport Road resurfacing in relation to the traffic calming measures:</b> <i>Councillor briefing note circulated prior to meeting</i>  It was noted that while the speed humps were of different heights and falls, MK Council had indicated that they felt they were within the boundaries of allowable measurements and therefore the road tables will not be considered for amendments.	
2013/068	<b>Impact of the removal of Wardens 1 April 2014:</b> It was unanimously agreed that the Council could not fund a parish warden and would rather work with the Neighbourhood management and enforcement officers as is the status quo at present.	
2013/069	<b>Dates of future meetings:</b> St Mary’s Church 7.30pm : 16 September 2013; 18 November 2013; 20 January 2014 Ordinary Council meetings.	
	Part 2 – Public excluded	
2013/070	<b>Declarations of interest by Councillors:</b> None	
2013/071	<b>Consider the cost of (i) a general maintenance of the Patch allotment site ridings, (ii) safe removal of hazardous road scrapings (iii) the strimming/weed killing of the vacant plots:</b> 4 contractors approached for quotes, 2 received. After discussion, it was agreed that Clerk would try to obtain another quote by 19/7/13 at which time Chair to be delegated power to make decision on acceptance of cheapest quote to complete the work under LGA 1972 101 (1) (a)	

There being no further business, the meeting closed at 10.05pm

Accepted as an accurate record

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CHAIR

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DATE