

**LAVENDON PARISH COUNCIL**

 Clerk

The Pavilion

 63a High Street

 Lavendon

MK46 4HA

Tel: 01234 241941

Email: clerk@lavendonpc.org

Minutes of the Monthly meeting of **Lavendon Parish Council** held at The Pavilion on **11th September 2023**

**Present**: -

* Alex Mountcastle (Chair)
* Steve Axtell (Cllr)
* Ann Kelcey (Cllr)
* Michelle Ramsden (Cllr)
* Martino Ginepro (Cllr)
* Louise McKenzie (Cllr)
* Keith McLean (Ward Councillor)
* Peter Geary (Ward Councillor)
* Pam Ayres (Clerk)

**Apologies for Absence: -**

* Mike Rutherford (Cllr)
* Martino Ginepro (Cllr)
* Arlene Ormston (PCSO)
* Debbie Whitworth (Ward Councillor)

Meeting commenced at 19:30

1. **Introductions & Welcome**

The Chair welcomed those present.

**2. Declaration of Interest in items on the agenda**

 No declarations of interest were received.

 **3. To confirm the minutes of the meeting held on 10th July 2023**

 **Resolved:** That the minutes of the meeting held on 10th July 2023 be approved and signed as a correct record

 **4. Public Questions**

 There were two members of the public present.

**4.1** Mr Tony Murray stated that he was at the meeting to ask if the Parish Council would be prepared to share the response received from Thames Valley Police to the latest set of speed data sent to them. It was agreed that this information could be shared.

 **AP1**: Clerk to arrange for the information to be made available to Mr Murray.

**4.2** Mr Tony Murray went on to explain that he was considering setting up a petition for action on speeding and asked whether the Parish Council would have any objections. A discussion took place, and it was unanimously agreed that the Parish Council would support a petition for action on speeding.

**4.3** Mr Gary Manning explained that he was at the meeting as an observer with a view to becoming a Parish Councillor.

**5. PCSO’s Report**

 PCSO Arlene Ormston was unable to attend the meeting but provided the following report.

 ***Crime Report Incidents from 10/07/2023 – 11/09/2023***

|  |  |
| --- | --- |
| Attempted theft of vehicle | July 2023 |
| Antisocial behaviour / public order between neighbours | July 2023 |
| Shoplifting of vodka from corner shop | July 2023 |
| Burglary business | August 2023 |
| Rave on farmers field (one drink driver arrested) | August 2023 |

 ***Other Incidents not crime related in Lavendon***

|  |  |
| --- | --- |
| *Suspicious person walking along road smoking cannabis* | *September* |
|  |  |
|  |  |

 ***Other Incidents in surrounding villages***

|  |
| --- |
| Business Burglary – BP / Welcome Break - Warrington |
| Residential Burglary – Sherington – money / jewellery / firearms stolen |
| ASB – Olney Rec, Tyringham Bridge, The Beach in Newport Pagnell  |
| Hare Coursing – Warrington / Lavendon / Olney |

 **6 Ward Councillors Report**

 Ward Cllr Keith McLean’s report included the following items: -

 **6.1 Traffic lights – Olney**

It was reported that the traffic lights at Market Place were still not repaired. Cllr McLean stated that he will continue to keep the pressure up to get the matter resolved as quickly as possible.

 **6.3 Roadworks Chicheley Hill Roundabout to Emberton**

 Positive feedback has been received regarding the recent roadworks carried out on the stretch of the A509 between Chicheley Hill Roundabout and Emberton.

**6.4 Cobbs Garden Surgery - Olney**

 Cobbs Surgery has secured an option to buy land on which to build a new Medical Center. At this point It is not known when the development of the new medical centre will commence. Additional clinical staff are currently being recruited which means more appointments will be able to be offered. It is expected that the surgery will reopen its patient list to Olney residents by the end of the year. Cllr Kelcey asked if the patient list would be re-opened to residents of Lavendon. Cllr McLean commented that it’s not clear at this stage if the patient list would be opened up to residents of Lavendon.

**6.5 41 Bus Service**

 Major road works are due to start in Turvey on Monday 18th September and are expected to continue until 20th October. This will result the A428 Bridge Street being closed 24 hours per day. Concerns have been raised as to where the bus will bus will stop. More information is expected in the next few days.

**6.6 Wheelie Bins - Update**

 The new waste collection service is now up and running. There have been issues post-implementation with some residents reporting that their bins haven’t been emptied. Also, there have been reports that some residents are still waiting to receive the new bins. This is a major new project and will take a few weeks to bed in. In the meantime, residents should continue to report missed collections to MKCC.

**7. Finance Report**

**7.1 Receipts & Payments**

The Parish Council received the schedule of receipts and payments for August 2023.

**Resolved:** That the schedule of receipts and payments made during August 2023 as circulated, be approved.

**7.2** **Scrutinising volunteer**

Cllr Steve Axtell

**7.3** **Purchases for approval**

 None

**8. Policies and Procedures**

a. **To approve Financial Regulations**

 **Resolved:** That the Financial Regulations be approved.

 b. **To approve revised Standing Orders**

 Cllr Axtell commented that the time given to a member of the public to speak at a meeting had been changed (Paragraph 4F) from 3 to 5 minutes. The Clerk stated that the amendment had been made to reflect a more realistic time frame in which a member of the public had to speak. Following discussion, it was unanimously agreed to accept the amendment.

 **Resolved:** That the Standing Orders be approved.

 c. **To approve the Code of Conduct for Councillors and Co-Opted Councillors**

 **Resolved:** That the Code of Conduct for Councillors and Co-Opted Councillors be approved.

 d. **To approve revised Asset Register**

 The revised Asset Register which had been circulated prior to the meeting was reviewed and it was noted that the waste bins outside the Post Office, bus stop and bus shelter were owned by MKCC and should therefore not be included in the register.

 **Resolved:** That the updated 2023/24 Asset Register with the agreed changes be approved.

**9. Clerk’s Report**

**9.1 Ben Everitt (MP) – Surgery for residents**

 The Clerk reported that she had recently attended a surgery held by Ben Everitt which was attended by a small group of residents. The main issues discussed were speeding and flooding. Ben Everitt stated that going forward he would be happy to work with the Parish Council to put pressure on MKCC to address these issues.

**9.2** **Wheelie Bins – Pavilion**

 The Clerk reported that she had been advised by MKCC that the Pavilion is not eligible for waste collection under the new service and therefore alternative arrangements would be needed.

 Cllr Kelcey commented that she had contacted the Waste Team at MKCC regarding the monthly organised litter picks and had been advised to let them know 7 days in advance of the littler pick and they will arrange collection of the rubbish sacks at an agreed location.

**9.3 Poo bins**

The contractor has advised that poo bins are getting busy to the point where some may need emptying twice weekly. The busiest bins being at the top of Castle Road, the play park and Olney Road. The situation is currently being monitored to determine if there is a need for the bins to be emptied more frequently.

**9.4 Play Park - Basket Swing**

An application has been submitted to MKCC for grant funding for a replacement basket swing and the Clerk is currently awaiting a decision.

**9.4 Kissing gates – Update**

MKCC will be contacting the landowners concerned to confirm their permission for the stiles to be replaced with kissing gates. Subject to receiving the landowners permission, MKCC hoped to be able to move forward with this when they have new gates in stock, which should be within the next few months.

**9.5**. **Lavendon Flood Alleviation Scheme- Update**

 The Clerk reported that following a request for an update, she had received an email from Ben Everitt (MP) stating that he had been advised by MKCC, who are responsible for the project that due to resourcing issues the project has been delayed and is currently at feasibility stage with consultants. MKCC are awaiting the results of the feasibility study this Autumn (most likely September). Once MKCC knows the feasible options in the study they will be able to progress to the selection of flood elevation scheme and will move on to its delivery using the allocated funding.

**9.6** **Carbon Offset Fund**

 Applications are now open for the Carbon Offset Fund. The aim is to provide funding to support

 works that provide long term carbon emissions reductions in Milton Keynes. The fund normally provides a maximum of 50% capital finance support for eligible costs. Examples of projects which could be supported include: -

* Lighting improvements, e.g replacement of Fluorescent lighting with LED fittings – relatively quick and makes a huge improvement to both lighting quality as well as saving electricity costs. This could include security lighting.
* Building insulation – this could be as simple as improving loft insulation or more complex, such as wall/floor insulation, possibly windows, or even wholesale replacement of fabric elements, such as roof or walls.
* Replacement of gas boilers with Air Source Heat Pumps (ASHP), including the cost to upgrade any electricity supplies.
* Rooftop Solar PV and possibly battery storage.

**AP2:** Cllrs to forward ideas for funding to the Clerk.

**9.8** **MKCC Landscape Services (MKCCLS) Service Level Agreement**

 The Clerk reported that the agreement for provision of devolved landscape service has been extended for a further five years commencing on 4th September 2023. Under the terms of the agreement the Parish Council is to receive £3,221.09 pro rata’d for the period 4th September to 31st March 2024 at £1,844.40.

**9.9**  **Pavilion – Insurance claim (Update)**

 The results of the recent site investigations confirm that the cause of subsidence is root- induced clay shrinkage. An Arborist is to review the vegetation and make any recommendations of any potential vegetation removal. Level monitoring will also be carried out and readings taken every 8 weeks to see if there is any further movement to the foundations.

**9.10** **Community Payback**

 A team from the Community Payback program were working around the village at the weekend clearing the paths at the Copse and tidying the Garden of Remembrance.

**10. Specific Agenda items**

**10.1 Play Park – Benches (Update)**

The Clerk referred Cllrs to the quotes obtained for the purchase of benches which had been circulated prior to the meeting. The details of the quotes were discussed in detail, and it was unanimously agreed to purchase a picnic bench for the area near the Play Park and a bench to replace the one at the corner of the High Street/Harold Road which is broken and beyond economic repair.

 **Resolved**: That the Clerk arrange for the purchase and installation of the benches.

**10.2. Cemetery extension**

 The Clerk referred Cllrs to the proposed burial extension layout plan which had been circulated prior to the meeting. The Clerk stated that she hoped to secure S106 funding for the project. A discussion took place and the consensus reached was that the number of burial plots proposed made the area seem rather cramped and that it needed to be more user friendly in terms of wheelchair access, sitting etc. Cllr Kelcey suggested incorporating a water feature into the plan.

 **Resolved**: That the Parish Council authorises the Clerk and a nominated Councillor to proceed with the project to extend the Cemetery and to secure the services of suitably qualified contractor to carry out the work. It was further resolved that unforeseen issues are to be reported to the Parish Council for further discussion and decision making

**10.3 Land off Harrold Road**

The Clerk reported that advice had been sought regarding what the Parish Council’s liabilities would be upon taking ownership of the land. The advice received was that the liabilities would be relatively limited as there would be no stamp duty or council tax to pay but the Parish Council would need to extend its Public Liability insurance, the cost of which should be minimal. A discussion took place, and it was unanimously agreed that the Parish Council should go ahead with the adoption of the land.

 **Resolved:**

1. Thatthe Parish Council agrees to take on the said land on the Harold Road and delegates the completion of this agreement to the Clerk and Chair with the information currently known.
2. That the Parish Council authorises the Clerk and Chair to secure the services of a suitably qualified Solicitor to complete the transfer to the land to the Parish Council and advise on any issues for the Parish Council. Noting that that developer has agreed to pay the Council’s legal costs for the transactions.
3. That any unforeseen issues should be reported to the Parish Council for further discussion and decision making.

**11. Planning Applications**

**11.1 New applications**

1. **Application no: 23/01639/FUL** - Erection of a Bakery Food-on-the-Go Facility (use class E) on a temporary basis for 2 Years along with formation of associated parking spaces and pedestrian routes with bollards. At: Three Counties Filling Station, London Road, Warrington – **Agreed**
2. **Application no:23/01924/TCA -** The removal of a small Plum Tree (Works to tree(s) in Conservation Area) **At: Manor Farm, High Street, Lavendon – Agreed**
3. **Application no: 23/01997/DISCON -** Approval of details required by conditions 3 (landscaping), 4 (landscape management plan), 9 (bicycle parking), 12 (landscape management plan) and 16 (EV charging points) of permission ref.21/01196/REM **At: Land East of Castle Road and North of The Glebe, Lavendon.**

It was agreed to comment on conditions 3 & 4 of the application advising that whilst the Parish Council had no objections to the application, it would like it noted that an attempt had recently been made by contractors working for the developers to prune excess overhang from a protected Oak Tree close to the development site without the necessary permissions.

 **AP**: Clerk to provide comment accordingly.

1. **Application no: 23/01990/HOU** - Erection of first floor rear extension and increase of width of existing first floor French doors **At: 67 Langlands, Lavendon – Agreed**

**12. Parish related matters**

**12.1 Remembrance Sunday – Poppy Wreath**

Cllr Kelcey reported that she had received an email from a representative of the British Religion asking if the Parish Council would like to purchase a wreath for this year’s Remembrance Sunday. It was unanimously agreed that Lavendon Parish Council would purchase a wreath.

 **AP:** Cllr Kelcey to advise the representative of the British Religion accordingly**.**

**12.2 Waste Bins (Update)**

Cllr Kelcey reported that following the response from MKCC advising that litter bins in Lavendon were only emptied by the Council’s contractors every 8 weeks, she had agreed with the Clerk to monitor the bin outside the Post Office for a two-week period to determine if a second bin collection was needed.

**12.3 Notice of resignation as chair**

 Cllr Mountcastle notified the meeting that she was stepping down as Chair with immediate effect but would continue as a councillor. As Vice Chair, Cllr Kelcey will assume the role of Chair until such time as a new Chair is elected. Any Cllr wishing to be considered for nomination as Chair of the Parish Council should contact the Clerk.

**13.** **Date of next meeting**

 The date of the next meeting was confirmed as **Monday 9th October** to be held at 19:30 at the Pavilion.

The meeting closed at 21:05

Minutes agreed …………………………………………………………

Date ……………………………………………………………