

**LAVENDON PARISH COUNCIL**

 Clerk

The Pavilion

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 Lavendon

MK46 4HA

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

**Present**: -

Cllr Alex Mountcastle

Cllr Steve Axtell

Cllr Michelle Ramsden

Cllr Louise McKenzie -Chair

Cllr Martino Ginepro

Cllr Ann Kelcey

Cllr Mick Rutherford

Ward Cllr Keith Mclean

Ward Cllr Peter Geary

Pam Ayres - Clerk

**Welcome by the Chair –** The Chair welcomed those present to the meeting.

Meeting commenced at 19:35

1. **To accept apologies for Absence: -**

Apologies were received from: - Cllr Manning and Ward Cllr Debbie Whitworth

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

No declarations of interest were received.

**3. To confirm the Minutes of the meeting held on 13th November 2023
Resolved**: That the Minutes of the Meeting held on 13th November 2023 be approved. The minutes were duly signed by the Chair.

 **4. Public Questions**

 There were no members of the public present.

**5. To receive PCSO’s Report**

PCSO Arlene Ormston was unable to attend the meeting. A crime report had been provided in advance of the meeting.

**Resolved:** The Clerk to request crime report for the period 13/11/2023 and 11/12/2023.

 **6 Ward Councillors Report**

 Ward Cllr Geary’s report included the following items: -

**6.1 Bin Collections**

There are still problems with bin collections and residents are advised to keep reporting missed collections.

 **6.2 A509 – near Junction 14**

The temporary bridge has been taken down so the road can be closed. Ward Cllrs will be raising the issue with Highways.

 **6.3 MK Connect**

MK Connect will shortly be serving the northern, more rural areas of MK. The service will pick up residents and take them to Newport Pagnell, where they can use the bus network to travel across MK. It is expected that the service will help increase the uptake of local bus services and MK Connect.

**6.4 41 Bus**

 MKCC will be extending its funding of the service until July 2024.

**6.5 New PSCO**

A new PCSO’s is due to start early in January and will be covering the north of the area.

**7. Finance**

**7.1 To receive the Clerk’s financial report for the period 1st – 30th November 2023**

**Resolved:** That the schedule of receipts and payments made during the period 1st November -30th November 2023 as circulated, be approved.

**7.2** **To appoint accounts scrutineer**

 **Resolved:** ThatCllr McKenzie be appointed as accounts scrutineer.

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

 **Fire Risk Assessment**

The clerk reported that she had obtained a further quote for a fire Risk Assessment to be carried out at the Pavilion. Following some discussion, it was unanimously agreed to accept the quote on the basis that it provided the best value for money.

**Resolved:** The Clerk to arrange for the Fire Risk Assessment to be carried out.

**Landscaping maintenance work**

Cllr Ginepro requested a budget of £400 to cover the cost of landscaping work to be carried out over the Christmas period to include both materials and labour. Following discussion, it was agreed to allocate a budget £400 for the work to be carried out.

**Resolved:** Cllr Ginepro to provide the Clerk with a draft plan and costings.

**7.4** **Draft Budget 2024-25**

The Clerk reported that following discussion at November meeting, the agreed amendments had been made to the draft budget. The revised budget forecast was discussed, and it was noted that the landscaping budget may require further amendment should the ground maintenance costs increase by more than the rate inflation in the coming year. It was also acknowledged that the Cemetery fees may have to increase to reflect the rising costs of maintaining the cemetery. It was agreed that the Clerk would undertake a review of the fees charged comparing them to those of other local Parish cemeteries to ascertain whether it would be reasonable to increase the fees to meet rising costs. It was further agreed to delay making a final decision on the budget for 2024-25 and the setting of the precept until the January meeting.

**Resolved:** The Clerk to obtain updated costings for the ground maintenance contract fees for next year and to undertake a review of cemetery fees.

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**7.5 Bank account – additional Bank signatory**

The Clerk reported that an additional signatory was needed for the bank account. Cllr Mountcastle agreed to be a signatory. The Clerk to make the necessary arrangements with the Bank.

**8. To receive Clerk’s Report**

**8.1 Parish Council Elections May 2024**Parish Council Elections to take place on Thursday 2nd May 2024. Nomination forms are to be published in February 2024 and the deadline for submission is by 4pm on 5th April 2024.

**8.2 Forest School**The Clerk reported that she had received an enquiry regarding the hire of a wooded area in the local vicinity suitable to run a forest school from. A discussion took place, and it was decided that more information was needed before a decision on the matter could be reached.

**Resolved**: That the Clerk requests further information.

**8.3 Ditch - Olney Road**A resident has reported that the ditch beside house numbers 69 – 73 on the west side, is overgrown resulting in water from recent heavy rain running down the pavement and across Olney Road onto the east side. The concern was that this could potentially be hazardous to both pedestrians and motorists in icy conditions. It was agreed that the matter should be reported to MKCC.

 **Resolved:** The Clerk to report the issue to MKCC.

**8.4 Milton Keynes New City Plan**MKCC are making available the MK Design Code Scoping Consultation document and inviting comments from members of the public, organisations, and other stakeholders commencing Friday 17 November 2023, and comments must be received no later than **5pm on** **Friday 19January 2024.**

The MK Design Code will be produced alongside the New City Plan. The New City Plan intends to be ambitious and innovative with a focus on high-quality healthy and sustainable growth, affordable housing, and new job opportunities. The consultation portal can be accessed here: [Have Your Say Today - Milton Keynes New City Plan - Commonplace](https://mknewcityplan.commonplace.is/) Paper copies of the consultation document will be available at all public libraries in the Borough and at the Council’s main Civic Office.

**8.5** **Policing budget**Thames Valley Police are asking residents to share views on which areas they would like the policing element of council tax to be focused in the 2024/25 budget by completing a Local Crime Survey. The Police and Crime Commissioner is due to set the 2024/25 policing budget by the end of January 2024.

The current funding settlement allows Police and Crime Commissioners to increase council tax by up to £10 (for a Band D property) in order to make additional investments in policing.

The survey can be completed by [visiting the PCC website](https://7uu2e.r.a.d.sendibm1.com/mk/cl/f/sh/SMK1E8tHeG7uiIwr0lnCPPAg1BGG/4PJv_Cp8rPli). The deadline for completing the survey is by **12pm on Friday 5th January 2024.**

**8.6 Bus timetables**

MKCC is using government funding to share printed timetables to encourage local people back onto buses and secure the future of services.

MKCC have used some of the ringfenced funding to print a travel guide including bus timetables following feedback from some residents that a printed timetable better suits their needs. These will be available in libraries as well as delivered to homes. MKCC will continue to publish [timetables online](https://lnks.gd/l/eyJhbGciOiJIUzI1NiJ9.eyJidWxsZXRpbl9saW5rX2lkIjoxMDEsInVyaSI6ImJwMjpjbGljayIsInVybCI6Imh0dHBzOi8vd3d3Lm1pbHRvbi1rZXluZXMuZ292LnVrL2hpZ2h3YXlzL2J1cy1yYWlsLWFuZC10YXhpcy9idXMtdGltZXRhYmxlcy1hbmQtbWFwcyIsImJ1bGxldGluX2lkIjoiMjAyMzExMjEuODU5NTU2OTEifQ.MNiuW54PX0_jto78GUn692NCQ7kqwudlQdXucsU3kCY/s/1795869367/br/231292477639-l)as well as an [interactive map of stops and an online journey planner.](https://lnks.gd/l/eyJhbGciOiJIUzI1NiJ9.eyJidWxsZXRpbl9saW5rX2lkIjoxMDIsInVyaSI6ImJwMjpjbGljayIsInVybCI6Imh0dHBzOi8vZ2V0YXJvdW5kbWsub3JnLnVrL29uLWJvYXJkL3RpbWV0YWJsZXMiLCJidWxsZXRpbl9pZCI6IjIwMjMxMTIxLjg1OTU1NjkxIn0.ckPDw2GepUExbDzzELBfp_EvMT2PT23NDdnCOx4TXAU/s/1795869367/br/231292477639-l)

**8.7 Draft Trees and Development Supplementary Planning Document Consultation**MKCC are consulting on its Supplementary Planning Document on Trees and Development. The purpose of this consultation is to gather comments on the draft Supplementary Planning Document, which has been prepared following the scoping consultation last year. This consultation will run for eight weeks and will close at 5pm on 28th January 2024.

More information about this consultation can be found on the Council’s website at <https://www.bedford.gov.uk/planning-and-building-control/planning-policy/trees-supplementary-planning-document>

 **8.8** **Community Ownership Fund**

Applications for  [the Community Ownership Fund are now open and will close on 31 January 2024](https://www.gov.uk/government/publications/community-ownership-fund-prospectus).

The government is providing funding over four years to support community groups in England, Scotland, Wales, and Northern Ireland to take ownership of assets and amenities at risk of being lost, such as community centres, parks, pubs, and post office buildings.

**8.9 Highlights from Clerk’s Forum**MKCC draft budget for 2024-25 has beenpublished today (11th December). MKCC will be consulting on the budget until the end of January 2024. There is significant demand and cost inflation. There are around 1,000 households in temporary accommodation. In Adults and Children services, costs have increased dramatically, one of the main drivers being wage inflation (10%).

**8.10 Recycling**

Data shows that recycling has increased by a third since the new service was introduced. It was acknowledged it was a bit bumpy to start with, but overall, the roll out went well.

**8.11 New City Plan**

Andrew Turner (Planning Policy Manger) gave an update on the New City Plan, advising that Strategy for 2050 gave a strong strategic steer for the NCP.

Neighbourhood Plans have to follow suit on the NCP/Local Plan. Neighbourhood Plans play a very important role for local areas, as the NCP won’t go down to that local level of detail.

**8.12 Proposed dates for Parish Council Meetings 2024**

The Clerk suggested and it was agreed that the Parish Council meetings for 2024 should continue to be held every second Monday of the month except for August when no meeting will be held. It was further agreed that the Annual village meeting will be held on Tuesday 14th May 2024.

**9. Specific Agenda items**

**9.1 Land on the east side of Harrold Road**

The advice received from the Solicitor acting on behalf of the Parish Council in respect of the proposed transfer of land on the east side of Harrold Road was discussed in detail and it was agreed that the Parish Council should not take the transfer of the Community Land until vacant possession can be confirmed by the landowners. It was further agreed to ask that as a condition of the transfer, the landowner seeds the site with grassland prior to the transfer taking place. It was acknowledged that once the transfer had taken place, a management plan would be needed for the land going forward.

**Resolved**: The Clerk to inform the Solicitor of the Parish Councils decision.

**9.2 Cemetery Management Systems Report**

The findings of the recent Cemetery Management Systems report were discussed. It was agreed that the recommendations highlighted in the report concerning training for the Clerk and improvements to the administration processes should be adopted.

**Resolved:** The Clerk to undertake the necessary training and implement the recommended changes to the administrative processes as outlined in the report.

**9.3** **Community Heartbeat – Defibrillator Awareness Training**

Cllr Kelcey commented that she had received a request from a resident for defibrillator training. The training which is provided by Community Heartbeat is designed to give people confidence in using a defibrillator. A maximum of fifty people can attend the training which usually lasts for 2 hours. The cost of a training event is £175 + VAT. The training would be available for residents to attend. Cllr Kelcey proposed that the Parish Council pay the full cost of the training. All agreed.

**Resolved**: Cllr Kelcey to contact Community Heartbeat to arrange training and the Village Hall committee to discuss the possibility of using the hall for the training.

**10. Planning Applications - Update**

**23/02467/CLUP** - Lavendon School, Proposal: Certificate of Lawfulness for the replacement of the existing wooden front gates with double vehicle and single pedestrian weld-mesh gates with posts. **General notification.**

**11. Parish related matters**

**11.1 None**

**12.** **Date of next meeting**

The date of the next meeting was confirmed as Monday 8th January 2024 at 19:30 to be held at the Pavilion.

The meeting closed at 21:40

Minutes agreed …………………………………………………………

Date ……………………………………………………………