



LAVENDON PARISH COUNCIL

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Minutes of the Monthly and Quarterly Finance meeting of Lavendon Parish Council held on Monday 8 July 2013.

Present: Mr D Tomkins (Chair), Mrs C Porter (Vice-Chair), Mr A Tourle, Mr D Deacon, Mrs H Patton (Clerk), Mr M Lankester (RFO), Mrs K Brown, Mrs D Campion, Mr J Taylor, Cllr P Geary, Cllr D Brock and 0 members of the public.

Apologies: Mr T Usher

1. The Chair welcomed those present and apologies for absence were noted from Mr T Usher.
2. The Minutes of the Monthly Meeting of 10 June 2013 were confirmed, pending amend to 7c- Pavilion. It was agreed that the Pre School Committee would be requested to submit a booking form before the start of each half term in order for the RFO to generate an invoice.
3. **Declaration of Interests on Agenda items – none.**
4. **Report from Ward Councillors –**

MKC Ward boundary review- Cllr Geary reported that as of 22 May 2014 Lavendon will have 3 ward councillors, and the area that they cover will have increased.

Wind Farm- Cllr Geary confirmed that the appeal period has now ended, but no determination has been heard yet. The Secretary of State for Communities and Local Government, Eric Pickles, has requested to have the final decision on this case- will probably take place in late 2013.

Langlands Pavements- Cllr Geary reported that the pavements in Langlands are currently being repaired as part of a £10m scheme for pavement replacement in the borough.

Resurfacing works- Cllr Geary asked the PC to note that resurfacing work on the A428 from to Harrold Road up to Cold Brayfield is planned for October 2013. This will probably coincide with the resurfacing work planned for Olney Road.

Japanese Knotweed- Cllr Brock reported that a resident has reported Japanese Knotweed growing between Lavendon and Olney- this has been identified, logged and will be dealt with.

Culvert- Cllr Brock reported that the planned start date has been delayed by a week, and work is now due to start on 15 July 2013.

New Row- Cllr Brock advised the PC that she is going to put New Row parking forward as an issue requiring assessment by MKC.

Bus Services- Cllr Geary advised that the reason the evening bus service had been cut is cost. MKC are investigating a more cost effective alternative option (such as a taxi service that runs a couple of times per evening for example)

DT reported that the drains along the High Street and Longmire are in need of clearance. Cllr Brock agreed to contact Mark Bennett and HP would report any that were still in need of attention to him.

5. Finance Report-

- a. *Payments and Receipts during June* were noted.

ML reported that the e.on electricity bill for the pavilion is still very much larger than expected, however it should be lower now that the wall heaters have been switched off for the summer. ML reported that a new supplier has been appointed, EDF.

- b. *Quarterly Finance Report*
This was noted.

- c. *Milton Keynes Parish Consultation*

ML reported that this consultation was concerned with precept requests; to check what format we would prefer to make our submission in. It was noted that the PC will receive a grant.

- d. *Risk Assessment and Management*

The RFO reported on his attendance at a Risk Management course. It was agreed that the Finance Committee would meet to look at risk before the October 2013 Finance meeting. HP to action.

It was agreed to undertake a monthly EVA (Environmental Visual Audit) of PC property, which would be reported at the following meeting.

- e. *Business Rates*

RFO reported that the PC have received a notice from MKC concerning the Pavilion and Cemetery Non Domestic rates. Hitherto ND rates have been nil, owing to 100% small business relief, but this will no longer apply, and that the ND rates for the hall area in the pavilion would be back-dated for the period that it has been used by the PSLA. Furthermore, once the pavilion refurbishment has been completed it will be reassessed for rates liability.

Cemetery rates without small business relief: the charge for this is £60.60, it was agreed to pay in full by cheque.

- f. *To approve payment for work at the Allotments, Cemetery and Playing Field.*

Payment was retrospectively agreed for work to:

1. the Allotments for £400, to clear vacant plots, footpaths and entrance area.
2. the Cemetery £2415 (including £200 contingency money for difficulty with tree root removal)

The RFO reported that a quote for weed killing at the new cemetery has been received. This was resolved.

The RFO reported that a quote for work to fencing area at the playing field had been received. This was approved. HP to action.

g. *Scrutiny of Accounts*

It was reported that the scrutiny of accounts for the 1st quarter was undertaken by JT and all was found to be in order.

6. Milton Keynes Bus Users Group

It was resolved to join the Milton Keynes Bus Users Group at a cost of £25. DC agreed to take special responsibility for this group/issue during 2013/14.

7. Other Ongoing Issues:

a. *Landscaping/Playing Field* –

Olney Road Culvert- KP reported that work is underway to construct the pedestrian route for the period while work is being done at to the culvert.

Village Clean up- It was agreed that a publicity leaflet drop needs to be produced and coordinated. DC/KP/AT to action.

b. *Cemetery/extension*- This item was covered under the Finance Report above.

c. *Pavilion* - DT advised that the heating system at the pavilion needs to be reviewed as it is currently very inefficient. It was agreed that DT would contact STADDLE Builders Ltd to request some guidance on possible options. DT to action.

It was noted that the quote for the pavilion refurbishment was no longer relevant as there are elements that are no longer required. DT to request an updated schedule of works with prices detailed. DT to action.

The PC noted that building regulations (change of use/inspection) fees were payable to MKC Building Control and approved a cheque for £288 for the plan charge and a cheque for £192 which may apply for Change of Use of part of the pavilion from a sports facility to an office.

Wrap Around Care at the Pavilion- DT reported that the possibility of ‘wrap around’ care for school aged children before and after school to be provided in the pavilion was being explored. The council were in general support of this.

d. *Allotments* – DC reported that work to clear paths and overgrown areas at the allotments had been started. It was agreed to request that rotovation of vacant plots be extended to include plot 2. HP/DC to action.

DC reported that a supply of weed killer had been sourced and a volunteer had been found to apply it for control of the horsetail in particular around plots 12, 13 and 14.

It was agreed that rent for the person taking over plot 14 for the remainder of the year would be waived.

- e. *Old School* – Lease renewal. DT reported that a meeting with the owner of the Railway Nursery had taken place in order to agree terms of the new lease. It had been agreed that the lease renewal would be for 7 years less one day. The lease was currently with lawyers for drawing up.

It was agreed to seek a quotation for repainting the Old School railings. HP to action.

- f. *NAG* – DT reported that a NAG meeting had taken place on 4 July. SIDs had been requested as a shared resource- still awaiting a response on this.

It was noted that the representative from MKC would be likely to be made redundant in the next few months, which means that there would be no MKC presence at NAG meetings.

7. PUBLIC QUESTION TIME

Q: Could a foot/ cycle path from Lavendon to Olney be considered?

A: This is an ongoing matter, and was not likely at present.

8. Matters Arising- NONE.

The meeting closed at 9.57pm.

Signed:Chair

Dated: