



Aspley Guise Parish Council

AGENDA for Council Meeting

I hereby summons the **members of the Parish Council** to attend the following:

Aspley Guise Annual Parish Council meeting on **Monday 7th November 2022** at **19.30** at **Aspley Guise Village Hall** to consider the following items of business.

Lucy Gardiner

Parish Clerk & RFO

02 November 2022

Any item on this agenda could be considered confidential and if that is the case the Parish Council will raise a motion before the agenda item(s), to exclude members of the Public from the meeting as allowed under S1 (2) of the Public Bodies (Admission to meetings) Act 1960.

* Indicates a supporting paper is available, please contact clerk@aspleyguiseparishcouncil.gov.uk for copies if required.

Item No.	Agenda Item	Proposed by:
22/217	To receive apologies for absence: Local Government Act 1972 s85 (1) Cllr Tamsin Lee Woolfe (maternity leave)	
22/218	To receive declarations of interest in items on the agenda: - Declaration of member's interest of a non-pecuniary nature: (having membership of a club, charity etc. or close relationship) - Declaration of member's interest of a pecuniary nature: Localism Act 2011 C7 s31 (Having a financial bearing on a member or their spouse/partner)	
22/219	To consider requests for dispensations: Localism Act 2011 C7 s33	
22/220	* To agree the following minutes: Local Government Act 1972 Sch12, part V1 41 (1) Full Council 3 rd October 2022	
22/221	* Chairman's comments: On this occasion the Chairman has made no comments	
	The meeting will be temporarily suspended to hear from members of the Public and the Ward Councillor	
22/222	To receive a report from the Ward Councillor (5 Mins)	
22/223	Public Open Session (Max.15 Mins): Residents will have the chance to raise anything relevant to Parish Council business, but they will not be able to discuss the subject more than once. A maximum of 15 minutes is allowed for this, three minutes per subject.	
	Formal meeting will be resumed.	
22/224	To Consider Planning applications: Town and Country Planning Act 1990 Sch1 p8 - CB/22/03901/FULL, 17 Burrows Close, Aspley Guise, MK17 8SN. Proposal: Demolition of garage and erection of first floor rear extension and ground floor side extension. Representations by 14th November 2022. Cllr Bailey has proposed a motion for no objections. - CB/22/04055/FULL, Pine Grove Cottage, Bedford Road, Aspley Guise, Milton Keynes, MK17 8DH. Proposal: Part Single Storey and Part Two	Cllr Bailey Cllr Sayers



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	Storey rear extension. Representations by 18th November 2022. Cllr Sayers has proposed a motion for no objections. c. CB/22/04021/FULL, Woodfield, Weathercock Lane, Aspley Guise, Milton Keynes, MK17 8NT. Proposal: Erection of two storey rear extension with bay window, and single storey side extension. Representations by 18th November 2022. Cllr Davis has proposed a motion for no objections. d. CB/22/04155/FULL, Redwoods, 49 West Hill, Aspley Guise, Milton Keynes, MK17 8DS. Proposal: Single storey front and two storey rear extensions, changes to the fenestrations with new landscaping to front and rear. Representations by: 29th November 2022. e. CB/TRE/22/00602, The Hollies, Woodside, Aspley Guise, Milton Keynes, MK17 8ED. Proposal: Works to a tree protected by a Tree Preservation Order: Reduce crown spread to south and southwest to 5 metres, as measured from main stem to Larch Tree (T1). Tree protected by TPO 1/2006 and listed as T4. Representations by: 22nd November 2022. f. CB/21/05596/FULL, Pathways, 8 Dene Close, Aspley Guise, Milton Keynes, MK17 8NL. Proposal: Demolition of an existing dwelling and its replacement with a new build two storey dwelling, with a basement and associated garage, gym, study pod, landscaping and alteration to the shared driveway. Representations by: 5th December 2022.	Cllr Davis Cllr Bailey Cllr Bailey Cllr Bailey
22/225	To consider Financial Matters: a. Cllr Davis to confirm he has reviewed the bank reconciliations and cashbook entries and invoices with the list of payments below. b. A motion has been raised to approve the following accounts for payment: • Payroll (L Gardiner – October) - £1,110.04 • HMRC (October Period) - £60.25 • Employer Pension (October) - £357.46 • Clerk WFH allowance (October) - £18.00 • Clerk's expenses - October: - Microsoft - £9.48 - Lebara Mobile - £4.50 - Clerk's BATPC 'New Clerk Finance' Course - £30.00 • Employer Pension (£292.53 was paid in September, total payment should have been £352.56) - £60.03 • HMRC back payment - £230.39 • LIW Advertising (November Hogsty) £36.00 • LIW Advertising (NP Article) - £144.00 • LB Tech (October) - £42.00 • C Simons (updates to Parish Online & Fire Hydrant locations) - £135.00 • L Simons (Y/E audit & financial analysis) - £1,147.50 • M Granger (August and September) - £1,244.57 • Website Premium Hosting renewal – Cloud Next - £119.98 The below payments were paid via Direct Debit: • Google (web mail June) £33.12 paid by DD 07/10	Cllr Davis Cllr Bailey



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	• Drax (electricity daytime usage September) £32.89 paid by DD 19/10 • Drax (electricity night-time usage September) £922.99 paid by DD 19/10 Total £5,738.20 c. A motion is proposed for the Clerk or Cllr Davis to raise the payments and Cllr Raper to authorise the payments via online banking. d. A motion is proposed for L Simons to assist L Gardiner with producing 23/24 budget if required at a maximum of four hours. Executive Summary of Financial Analysis: AGPC has a closing bank balance of £143,907.05 as of 24th October 2022. Historic Financial Matters: a. A motion is proposed for the Council to approve two retrospective invoices for Cawleys in relation to the Jubilee event. (Inv 490577 £134.40 paid on the 30/6 and Inv 498947 £302.40 paid on the 1/8.) This approval supersedes any previous approvals for payments to Cawleys from April 2022 to date. b. A motion is proposed for the Council to approve the following payments in relation to T Medley payroll for her period of employment: • Net pay £1,655.64 (paid 25/5) • Net pay £1,079.01 (paid 13/6) • Net pay £762.79 (paid 18/7) • HMRC £524.54 (paid 18/7) • Beds Pensions £726.66 (paid 22/7) • Beds Pensions £114.82 (paid 18/7) This motion supersedes all previous motions for payments in relation to Net Pay, HMRC and Beds Pensions relating to T Medley.	Cllr Bailey Cllr Bailey Cllr Bailey Cllr Bailey Cllr Bailey
22/226	Update from the Committees and Working Groups (Max. 5 Mins each, for information only): • Neighbourhood Development Plan Advisory Committee – Drop in Session confirmed for 5th November 2020 at the Link Room in the Church. • Traffic Calming Committee • Play Area Advisory Committee • Jubilee Advisory Committee Other updates: • MK SUE • EWR	Cllr Raper Cllr Raper Cllr Raper Cllr Lee-Woolfe Cllr Bailey Cllr Bailey
22/227	Weekly checks: a) Cllr Plasom to confirm the play areas at Townlands and the Common have been reviewed weekly throughout the month.	Cllr Plasom



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		b) Cllr Davis to confirm the Defibrillator at the junction of Spinney Lane/Mount Pleasant has been checked on a weekly basis throughout the month.	Cllr Davis
22/228		Event Invites: A motion is raised for the PC to decide if they wish to attend and who will be the PC representative for each event: Local Council Award Scheme, NALC - 23 November 2022, 12.00 – 13:15 - The Local Council Award Scheme (LCAS) is an accreditation scheme for the local (parish and town) sector to celebrate the successes of councils and provide a mechanism for continuous improvement and development Local councils and community outreach, NALC - 14 December 2022, 12.00 – 13:15 learn more about how local councils can overcome these obstacles, engage in meaningful community outreach, and improve local service delivery. 24th January 2023 (All day event), The Economic Growth Conference platform for local councils, LEPS, businesses and universities to discuss the current economic environment, continued recovery and the challenges around the cost-of-living crisis.	
22/229	*	Assets: Local Government Act 1972 s111 a. A motion is raised to review and agree the PC Asset schedule as at 31/03/2022. This was deferred to the next meeting. b. C Simons has undertaken work in relation to fire hydrants to Parish Online and Parish online asset mapping. A motion is raised for the PC to agree how the items are to be organised/layered etc. on Parish Online. c. Project Iffley – Phase 4 of the Iffley upgrades has gone out to tender, PC to review Phase 4 (for information)	Cllr Bailey Cllr Bailey Cllr Bailey
22/230		Co-option: A motion has been raised to agree co-option of interested candidates.	Cllr Bailey
22/231		Xmas: Local Government Act 1972 s144 A date of 4th December has agreed for the Xmas light switch on. A motion is raised for the Council to agree on actions required for the event and Cllr Davis to provide an update.	Cllr Davis
22/232		Parking on Trunk Furlong A motion is raised to discuss measures regarding several cars parked on Trunk Furlong with no owners. This concern has been highlighted by Cllr Plasom and deferred to this meeting.	Cllr Plasom
22/233		Blind spot out of Crabtree Lane A motion is raised to discuss a dangerous blind exit/spot coming out of Crabtree Lane onto Cranfield Road/Salford Road with narrow misses with cars often speeding past with little notification of this exit for those travelling to Woburn Sands or Salford.	Cllr Plasom
22/234		Clerk to overview activities A motion is raised for the Council to involve the Clerk with all activities and Clerk to share work/achievements over the coming months.	Cllr Bailey



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22/235		Finance Committee Meetings A motion is raised for the Council to finalise dates in December for budget meetings	Cllr Bailey
22/236	*	Newsletter: Local Government Act 1972 s142 A motion is raised to agree content for the latest article for Hogsty End.	Cllr Bailey
22/237		Newsletter: Local Government Act 1972 s142 A motion is raised to agree the winter Newsletter as it stands to date in time for Christmas	Cllr Bailey
		Next meeting: Full Council: 5th December 2022	