

HAVERSHAM CUM LITTLE LINFORD PARISH COUNCIL

MINUTES OF THE ANNUAL PUBLIC PARISH MEETING

held at the Haversham Social and Community Centre

on Thursday 6 April 2023 at 7.30pm

Councillors - Councillors Williams (in the Chair), Turnbull (Vice Chair), English, Langham, Clift, Burgess and Parish Clerk

Ward Councillors – Councillors Wardle and Andrews

Members of the Public – Richard Pryor, Terry Myers, Jean Myers, Dave Perry, Lesley Gilbert, Harvey Gilbert, Julia Cheetham, Ian Cheetham, Ceri Parkes, Ed Neal.

	Item	Action
1	Introduction The Chair welcomed everyone to the meeting which was for the benefit of Parishioners to learn about the work of the Parish Council and ask questions. The Chair iterated that Parishioners were very welcome to the usual monthly Council meetings, held on the third Monday of the month at 7.30pm. In these meetings, there was a public forum giving everyone the chance to speak up.	
2	Approval of Minutes of the last meeting The Minutes of the last meeting in April 2022 were approved without amendment.	
3	PCSO Police Report The Chair reported that PCSO David Huckle was unable to attend at the last minute but had been able to provide his monthly report from March, which was also included in the magazine and on the website, and some additional annualised crime figures. It was noted that the crime figures in the headline of the monthly report were alarming without additional context. It was noted though that incidents at Stanton Low skewed the figures.	
4	Chair's Report The Chair explained that the Chair's Report would be made up of presentations from each of the Councillors and Clerk on their different areas responsibility and that this reflected the shared workload of the Council. <u>Looking back on 2022/3</u>	

	<p>a) Defibrillator Project – Cllr Burgess said thank you to everyone for the widespread support for the project. The only outstanding work was to install the fingerpost signs on Manor Drive and at the end of Little Linford Lane. The defibrillators had been well received and remained happily unused. The location of the machines had been officially registered and there were ample ring-fenced monies to maintain them for some years.</p> <p>b) Queen’s Green Canopy – Cllr Williams reported on the 10 trees that had been granted as part of the initiative, one of which had a plaque to denote it as being part of the Queen’s Green Canopy. Cllr Williams hoped everyone was happy with their placement and said thank you to all those who helped keep them watered and alive, including Peter Dunne who watered those in the Recreation Ground. As an aside, the Parish Council had put in place a Book of Remembrance for the Queen, however this had not been well attended.</p> <p>c) Landscaping Project – Cllr Turnbull reminded Parishioners that the Parish Council had been looking at taking on landscaping from MKCC and receiving a grant for doing so. The idea had been to form a consortium with Castlethorpe and Hanslope who already run their own. However, increased costs due to inflation and uncertainty about the quantum of grant resulted in the Council deciding not to take on the contract. The same conclusion had been drawn by all the other Parishes considering taking on landscaping in their own name. Nonetheless, the project had involved a lot of effort to get it to this point, and Councillors gave their thanks to Cllr Turnbull for working so hard on the proposal over a long period of time.</p> <p>d) Allotments – Cllr English reported that the allotments had been thriving in the past year, and as at the present time, allotments were full. The Council had increased the cost per plot slightly to reduce the funds required to subsidise its running. Cllr English said that she had plans this year to make the allotments more of a community. The Council said thank you to Cllr English in managing the allotments and all they entailed.</p> <p>e) Traffic Initiatives – Cllr Williams reported that the Council had been putting pressure on MKCC on a number of areas:</p> <p>i) to reduce the speed limit on the High Street to 20mph and the area from Wolverton roundabout to the start of the village to 40mph. The initial requests had been lost in MKCC’s system and instead MKCC had decided – surprisingly - to make Wolverton Road 20mph, although the exact expanse of the limit had not been yet confirmed. The</p>	
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Council would however persist in re-applying for a speed limit on the High Street.

- ii) to install a pedestrian crossing outside of the school; although this had not been granted a new initiative had been consulted on whereby MKCC works with schools to support school crossing patrols; and
- iii) to get agreement from MKCC to close to all but emergency vehicles the unnamed road from the weir to past the ruins. Cllr Andrews reported that he had previously thought it was getting traction on it with Cllr Lauren Townsend but no updates had been received lately. Further, the Clerk reported that she had requested a Clerk's traffic slot to discuss the matter with Graham Cox.

Lesley Gilbert noted that Rowan Drive, Wolverton Road, Manor Drive and Brookfield Road were in a poor state of repair and these should also be followed up by the Council in any meeting with Graham Cox.

- f) **Neighbourhood Plan** – Cllr Williams reported that an independent examiner had now visited Haversham and written a draft report which had been received by the Council on the previous day. The main changes within the report were those made for clarity purposes. Once the report was signed off, it would go to a Yes/No referendum organised by MKCC. Although it was widely recognised that there would be differences of opinion, all Parishioners were encouraged to vote.
- g) **Finance Report** – the Clerk reported on the preliminary unaudited figures for 2022/3 as included below. The Clerk reported that reserves as at the end of the year were £37,473.32, of which £7,431.60 were ring-fenced funds for the maintenance of the defibrillators.

Budgeted Income vs Actual Income

Item	Budgeted Income	Actual Income	Variance
Precept	23,576.00	23,576.00	0.00
Interest received	0.00	256.61	-256.61
VAT reclaim	2,500.00	4,950.12	-2,450.12
Magazine Advertising	1,000.00	997.00	3.00
Allotments	600.00	1,607.50	-1,007.50
Neighbourhood plan	0.00	0.00	0.00
Defibrillator donations	2,000.00	3,375.00	-1,375.00

Section 106 inc donations	0.00	0.00	0.00	
Other donations/grants	0.00	1,018.38	-1,018.38	
Total Income	£29,676.00	£35,780.61	-£6,104.61	

Total Variance	-£6,104.61
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**Budgeted Expenditure vs
Actual Expenditure**

Item	Budgeted Expenditure	Actual Expenditure	Variance	
Clerk Salary (inc pension)	12,795.00	12,832.95	-37.95	
Office and Admin (inc bank charges & payroll services)	650.00	740.52	-90.52	
Incidental	2,495.00	1,676.66	818.34	
Skate Ramp maintenance	350.00	0.00	350.00	
Website	300.00	131.26	168.74	
Parish Magazine	2,835.00	2,835.00	0.00	
Hall Hire	100.00	121.00	-21.00	
Audit Fees	370.00	370.00	0.00	
Subscriptions	300.00	130.94	169.06	
Chairs Report	100.00	0.00	100.00	
Insurance	700.00	698.94	1.06	
Training	35.00	35.00	0.00	
Allotments inc cutting	2,250.00	2,278.23	-28.23	
Rec and Crescent cutting	4,000.00	3,794.62	205.38	
Planters	310.00	309.97	0.03	
Dog bin emptying	1,100.00	899.64	200.36	
Grant expenditure	400.00	900.00	-500.00	
Neighbourhood plan	3,000.00	1,698.00	1,302.00	
Defibrillators	2,000.00	2,997.81	-997.81	
Section 106	0.00	0.00	0.00	
Total Expenditure	£34,090.00	£32,450.54	£1,639.46	

Total Variance	£1,639.46
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In terms of the Council's budget for 2023/4, the Clerk reported that the Council had requested a slightly higher Precept amount than in 2022/3 – representing a 4.9% increase, or otherwise a 30p increase per month for a Band D household. Due to inflation this increase was necessary to secure services including landscaping, magazine printing, bin emptying and insurances. The Clerk reported that the Council managed to limit the

increase by carving out certain costs - fixed asset maintenance, skate ramp and Neighbourhood Plan - which would be financed from the Council's reserves in 2023/4, amounting to an estimated £4,500.

Harvey Gilbert asked whether it was usual to have a year's worth of Council running costs in reserves (i.e. £30,000). The Clerk said that this was satisfactory, although at the upper end of the recommended amount. However, given that some costs did not materialise at the end of 2022/3, they would impact the reserves to a small degree when they were paid out.

Looking forwards to 2023/4

- a. **Community Speedwatch** – Cllr Langham reported on recent progress with the initiative and she related the process when drivers were found to be going above the speed limit; receiving a letter from Thames Valley Police in the first instance, followed by a subsequent letter if there was further speeding, and then on a third infringement the police would take action. Given the few volunteers for the initiative, it had not been easy to arrange sessions to suit and therefore the number of sessions held had been affected. Cllr Langham assured Parishioners that the training required to volunteer was not onerous and the Speedwatch sessions themselves would typically only last for an hour. Parishioners were encouraged to volunteer their time as evidence shows that in Parishes where there is a concerted effort to conduct Speedwatch sessions, speeds have dropped considerably. Cllr Langham reported that recently two more locations had been approved and in one session 10 vehicles had been reported.
- b. **Community book exchange** – Cllr English reported that the cabinet was currently being built and tailored to house more books, and it was hoped it would be installed by the end of April. It would be located by the side of the from the School into the Recreation Ground and will have a hard-standing. The books would be for all ages and checked periodically by Cllr English to ensure circulation.
- c. **Playground equipment** – the Clerk reported that certain items of playground equipment were in need of replacement – two sets of swings, multi-play frame and a see-saw, as well as the surfaces which were in poor repair. The Clerk reported that a project had commenced to replace them and the total project cost was expected to be in the region of £50,000. For the bulk of the cost the Council would apply for funding and it was hopeful it would receive that, however there was a proportion of funds required to release the grant funding and this was expected to be around £5,000. The

	<p>Council would start to engage the community in what new equipment it would like to see and also in raising funds.</p> <p>d. Coronation Fete – Cllr Clift reported on the upcoming Fete which would be held on the bank holiday Monday 8 May, at which the Council would have a stall. It was hoped that there would be sessions held on the defibrillators, however this was not possible due to availability. There would be the opportunity to start a discussion about the new playground equipment and give children (and adults!) the opportunity to draw what they would like to see. The Council would also look to raise awareness and engage some new volunteers for Speedwatch. Cllr Clift said that the Social Committee comprised a very small group of volunteers which work very hard to put on these community events and the Committee would encourage others to volunteer their time towards it.</p> <p>Cllr Williams thanked the Councillors and Clerk for their determined input towards their different areas of responsibility within Parish Council’s remit.</p>	
5	<p>Parish Councillors going forwards</p> <p>Cllr Williams confirmed that three Councillors would not be re-standing – Cllr Williams (Chair), Cllr Burgess and Cllr Swannell. In addition to the existing Councillors – Cllr Turnbull, Cllr Langham, Cllr Clift and Cllr English – two new Councillors had been elected – Ceri Parkes and Richard Pryor. This would leave the Parish Council one short from its complement, so may decide to co-opt another member at a later date.</p> <p>At the first Parish Council meeting in May a new Chair and Vice Chair would be elected. Cllr Williams confirmed that she would carry on to help the Neighbourhood Plan reach referendum stage. The Council extended their sincere thank you to Cllr Williams in her time as Chair and Cllrs Swannell and Burgess for their long-standing commitment.</p> <p>It was noted that Lesley Gilbert would be retiring from preparing and publishing the magazine in October 2024, having been at the helm for 30 years. It would potentially be an opportunity to review the way in which the magazine was disseminated to Parishioners. Any budding editors should contact the Clerk with their interest.</p>	
6	<p>Questions and answers</p> <p>Ed Neal reiterated that Brookfield Road required re-surfacing, as well as Manor Drive and others. Most of the main roads were in a poor state of repair. He also reported that at the bottom of Rowan Drive there are two salt bins, one of which had been damaged and required removal. Further, there were continual near-misses on Brookfield Road and speed limitations were much-needed. <i>Cllr Williams responded that the roads and salt bin would be reported to MKCC, however residents could improve the</i></p>	Clerk

	<p><i>probability they were actioned by also reporting themselves. It was hoped that the sought-after 20mph limitation on Brookfield Road would help considerably.</i></p> <p>Harvey Gilbert asked whether it was intended for a further training session to be held on the defibrillator machines to maintain awareness and knowledge. <i>Cllr Williams responded that further sessions would be held later on in the year.</i></p> <p>Harvey Gilbert said a big thank you to the Parish Council on behalf of the Parishioners for all its work and their persistence. Cllr Williams thanked Parishioners for attending and closed the meeting.</p>	Clerk
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Meeting ended at 20:40hrs.