

**Emberton Parish Council**  
**Minutes of Meeting held in The Pavilion**  
**Tuesday 8<sup>th</sup> February 2022 at 7pm**

**Present:**

Cllr Melanie Duncan - Chairman  
 Cllr Paul Flowers  
 Cllr Colin Jamieson  
 Cllr Fred Markland  
 Cllr Guy Palmer  
 Cllr Harry White

Ward Cllr Peter Geary (part meeting)

Mrs Karen Goss – Clerk and RFO (via zoom)

**Apologies for Absence** – Apologies for absence were received from Cllr Steve Gibson and Ward Councillors David Hosking and Keith McLean.

**Declarations of Interest in items on the agenda** – Cllr Duncan Declared an Interest in item 2.1.17.

**Appointment of one representative to the Sports & Recreation Committee** – Cllr Palmer stated that he wanted to find out more about the role before committing to it and asked what the expectations were. Cllr Duncan responded that it was to act as a channel of communication. Cllr Duncan asked if the parish council representative would have a right to vote. The clerk responded that this was the case and the representative was able to raise any issues put forward by the parish council. Cllr Palmer asked what the parish council were looking for from the SRC? Cllr Duncan responded that any decisions made should reflect the long-term interest, given that the parish council were ultimately responsible. Cllr Palmer asked how the SRC was funded. The clerk stated that the parish council gave them a maintenance grant and they had their own bank account. It was proposed by Cllr White and seconded by Cllr Flowers that Cllr Palmer be appointed as the parish council representative to the SRC.

A discussion took place regarding the ESSC and the maintenance of the Pavilion now that the bar had been closed. Cllr Markland commented that it would be wise for the ESSC to have a plan to maintain the structure and plant of the building, with regular inspections and a sinking fund

**1. MINUTES OF THE MEETING** held on the 11<sup>th</sup> January 2022. The Minutes of the Meeting held on the 11<sup>th</sup> January 2022 were confirmed as correct and signed by the Chairman.

**1.2 Public questions** – There were no members of the public present.

**1.3 Risk – Flooding at Petsoe End** – Cllr Duncan asked if this agenda item could reflect other risks, or merely flooding as stated. Cllr Markland stated that the asset register could possibly be a risk and asked if there was a process for inspecting assets. Cllr Geary responded that if the parish council had a relatively small set of assets, this would be purely reactive. The clerk to circulate the asset

list. Colin Jamieson asked if everything the parish council were responsible for was on the list. MD said it would be good to have a more detailed list, perhaps with notes of possible alternative sources of grant funding depending on the asset – for example, there were war memorial grants which could help with the clock tower. KG to put together a spread sheet for circulation. **Action: KG**

## 2. TO RECEIVE REPORTS AND AGREE ANY DECISIONS/ACTIONS

### 2.1 Ward Cllrs' Report – update from Ward Councillor Geary

**MK East** –The decision had been made to grant the application but it had not yet been issued.

**Acorn (MK) Nurseries housing** – It was a matter of letting the planners do their jobs. Cllr Palmer asked if there had been any holdups? Cllr Geary commented that highways had objected to the application based on the lack of connectivity to the rest of the village.

**Petsoe End** – Work was undertaken to the ditch in the summer and the tractor slipped into the ditch a couple of weeks ago and caused damage to the ditch bank. The road was passable but only during the daylight. MKC would need to spend a considerable sum to repair the ditch and stabilise the road edging. Cllr Markland asked where this was. Cllr Geary responded that it was right at the very end of the lane. Cllr Markland asked if it would cause flooding. Cllr Geary stated that, if anything it would help prevent flooding, but it also meant the road was narrower.

**Bus service** – Cllr Whitworth from OTC picked this issue up last week and contacted the Ward Councillors. In Emberton there was a question of congestion around the clock tower area and RED did not want to run the bus through there. It was clearly still possible to fit a bus through the village as school buses go through. The 21 service was a commercial one and the operator decided that they did not want to run the service. If the number 21 bus route was reintroduced, the village would lose the ability to use MK Connect. If you have a bus service within 400m of your house, you are not allowed to use MK Connect. Cllr Markland asked if the Ward Councillors could lobby for a hybrid system. Cllr Geary responded that a six-month review of the service was due shortly. £2.8m had been spent on subsidising bus routes in the last year and this was being cut to £1.8m. Cllr Duncan remarked that it would be easier and cheaper for the bus services using the A509 to stop at Emberton if there was a bus stop by Emberton Park.

**Neighbourhood Plans** – Ward Councillor Geary commented that the rush to complete Neighbourhood Plans was not as bad as it had been, given that MKC now had a five-year land supply.

**Footpath to Olney** – Cllr Markland made reference to the path to Olney which terminated in Olney and at the other end of the parish, without useful connections. Cllr Geary responded that when it was put in 20 years ago, it was done very much as a loose strategy. Cllr Markland asked if something would be done about it, to join it to the rest of the MK cycling network. . Cllr Palmer added that the footpath was both assigned to pedestrians and cyclists. Cllr Geary responded that he had not received any complaints regarding the footpath and that MKC did not have money to invest in it.

2.2 **Dates for Diaries** – The clerk reported that the Annual Assembly would be held on the 22<sup>nd</sup> March 2022 at 7pm. Cllr Duncan reported that there might need to be an extra parish council meeting to approve the new draft for the Neighbourhood Plan.

## 2.3 Clerk's Report

- 2.1.17 **Bridleway claim at Petsoe End** –the archives and found Letters from the local authority had been found in the archives asking for draft definitive maps to be put on deposit by the parish council for inspection by the public but they asked for the plans to be returned so there were no copy plans held by the parish council. There was one letter and plan from Bucks County Council in relation to a different public footpath, showing the clear open roadway past Petsoe Manor Farm, with no gate or restriction, allowing access to the start of the footpath and bridleway. Cllr Duncan to report this to MKC's expert witness. **Action: MD**
- 2.1.82 **Residents parking – Hulton Drive** – Cllr Duncan commented that councillors should have seen the information from Paul Harrison at MKC. Eight representations were made following the consultation and the officer gave 3 options to Milton Keynes Council Head of Highways as to how to progress with the scheme: 1) Proceed with the implementation of the residents parking scheme as proposed during statutory consultation. 2) To uphold the four objections and review the scheme with the intention to include provision for visitors to the playing fields. 3) To uphold the 4 objections and not implement the scheme. Mr Harrison's recommendation was to go with option 1. Cllr Duncan commented that, following the Sports & Recreation Committee Meeting at which the matter was discussed, there had been a suggestion of extending the car park at a potential cost of £10,000. The clerk responded that the SRC had agreed to monitor the situation but were hoping that there would not be an overlap between football and cricket. Cllr Duncan commented that possibly drivers for visiting sports teams, who could not find space to park at the Pavilion, could park in Emberton Park instead, and take the footpath through Field 13 back to the Pavilion, although there would of course be the park entry fee to pay. There was also a concern that sports team drivers might park in West Lane and use the Alison Fraser Walk to the Pavilion. Ward Cllr Geary responded that there had previously been discussions around changing the parking charges in Emberton Park, which could be progressed this summer, and that ultimately if the residents parking scheme did not work, it could be removed. Cllr Duncan acknowledged that the residents parking scheme was an application to Milton Keynes Council by the relevant residents, not an application by the parish council, and it was for Milton Keynes Council Head of Highways to make the ultimate decision, not for the parish council; so the parish council would not itself have any power to remove the residents parking scheme once in place, it would be a matter for the parking scheme residents. Cllr Duncan commented that the Minutes from the SRC Meeting should be sent to Paul Harrison. The clerk responded that the draft Minutes had already been sent. A discussion followed on whether the residents parking scheme was beneficial for the village, taking into account the potential downsides discussed above. It was agreed to support the residents making the application. It was proposed by Cllr Flowers and seconded by Cllr White that option 1 be the recommended route. The clerk to notify Paul Harrison. **Action: KG**
- 2.1.112 **Lime tree in school field overhanging High Street** – Nothing to report.
- 3.6.15 **Rat running and restricted access** – Cllr Jamieson reported that he was willing to volunteer to undertake Speed Watch. Cllr Jamieson commented that he had spoken to Keith Wheeler at MKC and was advised that he ought to be speaking to the TVP officer from Haversham. Cllr Jamieson emailed him and was waiting a response. Cllr Duncan stated that more than one volunteer was required. Cllr Jamieson stated that ideally there should be 3 people. All the equipment was supplied on a loan basis for the first six months and after that if the scheme wanted to continue, the parish council would have to buy their own (less than £500,

radar gun, hi viz jackets and signage). The clerk commented that speeding was very visible to residents in the village and anti-speeding measures gained a lot of support.

3.6.28 **Parking restrictions (Olney Road)** – See update under item 2.1.82.

3.6.30 **Allotments** – Cllr Jamieson reported that he met this week with 2 officers from MKC and ascertained where the actual boundaries were, which they marked on their maps. They would report back to MKC and hopefully they will move forward with the land transfer. Cllr Duncan asked if the parish council were now in a position to start chasing them again to come up with the draft transfer and plan. Cllr Jamieson responded that he did discuss with them that the original fence that ran along the south side of the allotments was in need of replacing and because the parish council did not want to be responsible for replacing it, MKC should do so before the land deal went ahead. The officer did think it unlikely due to funding. Cllr Flowers asked if the transfer to the parish council was totally voluntary? Cllr Duncan responded that all the other allotments in the Milton Keynes authority area were owned by parish or town councils but not Emberton. It was an unsatisfactory situation as the parish council did not own the land so it could not be insured by the parish council, and MKC did not think they needed to insure it either. Cllr Jamieson reported that the fence was put up by Bucks CC when the houses were built in the 1950s. It was agreed to wait for a decision on the fencing before any follow up.

3.6.63 **Newton Road/Petsoe End – pedestrian safety issues** – Nothing to report.

3.6.68 **Well at Petsoe End** – Nothing to report.

3.6.110 **Gritting at Petsoe End** – Nothing to report.

3.6.113 **Oak tree at rear of Pavilion** – Nothing to report.

### 3. SPECIFIC AGENDA ITEMS

3.1 **Emberton Park** – Cllr White reported that there had not been a recent meeting.

3.74 **Emberton Neighbourhood Plan** – Cllr Markland reported that the planning consultant was getting the plan ready to put to the parish council. It was quite likely that the parish council would need an interim meeting to cover this. Cllr White commented that it would be nice to include the new signage for the pub in the pub photo in the plan.

3.85 **Emberton School (School House Fund)** – Cllr Duncan reported that the parish council had been promised accounts from the trustees of the School House Fund. Cllr Duncan had previously circulated to the parish councillors a draft letter to the Charity Commission advising the Charity Commission of the current situation with the School House Fund. It was noted that there had been a change of personnel among the School House Fund trustees and it was not known what had happened with the 2017 constitution document, and whether this had been registered and approved by the Charity Commission. The clerk commented that there had been no correspondence between The School House Fund and Emberton United Charity. Cllr Duncan summarised that it would be good to get the facts before the Charity Commission that the school had closed and that the parish council wanted the charity to continue to reflect the School House Fund's original objectives of benefiting the children of Emberton. It was

proposed by Cllr Jamieson and seconded by Cllr Palmer that the draft letter be sent. **Action: KG**

- 3.851 **Emberton School – Acorn Early Years proposal** – Ms Raven had confirmed that the delays in determining the planning application were due to a Newt survey being required. Cllr Markland commented that it was not a very detailed consultation.
- 3.97 **Sports & Recreation Committee** – Cllr Duncan reported that the clerk had circulated the Minutes. Cllr Duncan stated that it would be good to see the tennis courts used for other sports such as netball. The clerk suggested that this be taken back to the meeting. Cllr Duncan asked if there was a joint diary between the SRC and ESSC. The clerk confirmed that there was a gmail booking system. A discussion took place regarding the project to be undertaken on the changing rooms. Cllr Duncan asked if the SRC had a governing document? The clerk responded that the SRC had a Terms of Reference but used the same Standing Orders and Financial Regulations as the parish council as they were a sub-committee. The Clerk to circulate the Terms of Reference. **Action: KG**
- 3.99 **Conservation area – review of 1997 Conservation Area Statement by MKC** – The clerk reported that the review was started in December 2021 but there was no timeline.
- 3.102 **Public footpaths in Emberton** – Cllr Duncan commented that the time was running out for lost footpaths that needed to be marked on the definitive map held by MKC.

**Hollington Wood:** Correspondence had been found in the parish council archives, dating from the late 1980s, with the late Professor George Solt, which suggested that steps had been taken in the past to dedicate the path through the middle of Hollington Wood as a public footpath. If the footpath had been dedicated, then it needed to be shown on the MKC definitive map. Cllr Jamieson commented that the footpath was closed off during Covid lockdown. It was agreed that the clerk write to Mr P Solt to see if he was aware of steps taken to dedicate the footpath as a public route. **Action: KG.**

**Field 13 permissive footpath:** Cllr White reported that there were now markers on the footpath behind the Pavilion depicting it as a permissive route. The clerk responded that the SRC had taken this up with MKC to deter dog walkers using the area by the goal mouth. Cllr White commented that the path was very muddy and the fence was also down. The clerk asked Cllr White for photos and she would then report this to MKC. **Action: HW/KG.**

- 3.106 **BP Pulse – electric vehicle charge points** – Nothing to report.
- 3.107 **Tree funding – Queen’s Platinum Jubilee** – The clerk reported that the SRC had stated that there were enough trees on the playing field. It was noted that permission had been given from MKC to plant the trees on the grass verges owned by them.

#### 4. **PLANNING APPLICATIONS AND ENFORCEMENT ISSUES**

- 4.1 **Wind Farm Community Benefit Fund** – Cllr White reported that there was in the region of £30,000 currently in the fund. Cllr Duncan asked if this could be used for electric charge points? Cllr White commented that there had been mention made of converting street lamps to electric charge points. A discussion took place regarding how the fund could be more widely promoted. Cllr Flowers asked if it could be raised at one of the forums? The clerk suggested the Olney Ward Forum. Cllr Duncan suggested that the clerk email the other clerks, for the

villages referred to in the s106 Unilateral Agreement, to let them know about the fund. **Action: KG**

- 4.2 **Solar Farm Community Benefit Fund** – Cllr White reported that a meeting had taken place prior to the parish council meeting and a grant awarded to Tots Outdoors based at Hollington Wood in the sum of £735.24.

#### **previous applications status**

- 4.309 **21/01130/FUL** – Erection of one dwelling with attached single garage (re-submission of 20/00483/FUL) at 34 Gravel Walk – **nothing to report.**
- 4.316 **21/00999/OUTEIS** – Hybrid planning application –The clerk to ascertain whether a decision notice had been issued for this application. **Action: KG**
- 4.319 **21/01921/OUT** – Outline application (all matters reserved except for access) for the residential redevelopment of the Acorn (MK) Nurseries site for up to 41 dwellings including affordable housing. Also, access and additional off-site highway improvements following all demolition and removal work of existing structures and hard-standing from site at Acorn MK Nurseries, Newton Road. **Nothing to report.**
- 4.321 **21/02632/FUL** – Replacement of windows and glazed façade and 2 external doors at The Barn, 4 Manor Court – **pending**
- 4.325 **21/03202/FUL** – The erection of single storey rear extension and new rear dormer window at 24 Olney Road – **permitted**
- 4.326 **21/03121/FUL** – Change of use from Class F1(a) to a hybrid use for a school and nursery under class F1(a) and Class E(f) and construction of an additional 21 space car park with access from High Street and a pedestrian footpath leading to the school building at Emberton School, Olney Road – **pending**
- 4.327 **21/03476/FUL** – Demolition of the attached outbuildings and glazed rear access and the erection of a proposed single storey rear extension with bi-fold doors and rooflights. New door to north elevation at 71 Olney Road – **pending**

#### **No new applications**

- 4.328 **21/03676/FUL** – Erection of single storey rear extension with overhanging canopy and store involving demolition of existing rear extension, hipped roof over existing flat roof. Replacement of garage door with window, a single storey front/side porch and replacement of front lawn with hard parking surface at 45 Olney Road. Cllr Markland stated that it was difficult to tell from the plans whether there was any effect on the adjoining property. It was agreed to respond stating that the case officer should consider overshadowing and loss of privacy when determining the application. **Action: KG to respond**

#### **5. ACCOUNTS**

- 5.1 **To receive the RFO's Report for the 8<sup>th</sup> February 2022** and approve payments. It was proposed by Cllr White and seconded by Cllr Jamieson that the payments be approved as per the RFO's Report. Cllr White to approve the payments online. **Action: HW.**

- 5.2 **Insurance quotation following review of fixed assets** – The clerk to chase the insurance quotations. The clerk had asked them to quote with the new value for the assets. **Action: KG**
- 5.3 **Ward Councillors’ budget – to put forward ideas for grant application** – Cllr Jamieson asked whether funding for speed watch equipment could be applied for? **Action: KG** to follow this up.
6. **CORRESPONDENCE** – nothing to report.
7. **PARISH RELATED MATTERS**
- 7.1 **Village publicity** –Trees, Wind Farm Fund publicity.
- 7.2 **Cllrs’ concerns**  
**Cllr Jamieson** had reported the gate post at the West Lane end of Alison Fraser Walk as it was falling over. It was agreed that the gate post needed replacing as there was a safety issue if the gate was not there. **Action: KG** to follow this up. It was noted that there was £300 in the budget for general maintenance.
8. **DATE OF NEXT MEETING** – confirmed as Tuesday 8<sup>th</sup> March 2022 at 7pm to be held at the Pavilion.

The meeting closed at 9.05pm