

**Emberton Parish Council**  
**Minutes of Meeting held in The Pavilion**  
**Tuesday 11<sup>th</sup> January 2022 at 7pm**

**Present:**

Cllr Melanie Duncan - Chairman  
 Cllr Paul Flowers  
 Cllr Guy Palmer  
 Cllr Harry White

PCSO David Huckle – Thames Valley Police (part meeting)

Mr R Laval – Emberton Sports & Social Club representative (part meeting)

Ward Cllr David Hosking (part meeting)

Mrs Karen Goss – Clerk and RFO (by Zoom)

**Apologies for Absence** – Apologies for absence were received from Cllr Steve Gibson, Cllr Colin Jamieson, Cllr Fred Markland and Ward Councillors Peter Geary and Keith McLean.

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

**Welcome to Councillor Guy Palmer and Signing of Register of Member's Interest** – Councillor Palmer was welcomed to the meeting and duly signed the Register of Member's Interest.

**Appointment of one representative to the Solar Farm Community Benefit Fund Committee** – It was proposed by Cllr Flowers and seconded by Cllr White that Cllr Duncan be appointed as a representative of the Solar Farm Community Benefit Fund Committee following Cllr Logsdail's resignation.

**Appointment of one representative to the Sports & Recreation Committee** – It was agreed to carry this item forward to the February meeting when there would be more councillors in attendance.

**1. MINUTES OF THE MEETING** held on the 7<sup>th</sup> December 2021. The Minutes of the Meeting held on the 7<sup>th</sup> December 2021 were confirmed as correct and signed by the Chairman.

1.2 **Update on crime figures for Emberton** – PCSO Huckle reported that there were no reported crimes since the last update. In relation to the criminal damage at Emberton Park, TVP had put out a press release and 7 people named the same person. Initially a letter was taken to the named person to ask him to come in for a voluntary interview but this did not happen. Following a murder in the New Year and Covid this had an impact on the area. The details have now been passed to a neighbourhood officer to deal. PSCO Huckle had a meeting with Sam from Emberton Park today. Prior to the caravan park closing for the season, emails were sent out providing crime prevention advice but this didn't stop the damage being done and question was now, how to stop damage in the future with the possibility of looking at CCTV. Sam has a meeting in Feb and PCSO Huckle will join him after the meeting to look at ideas.

This month there was a report on Immobilise, a free data base to record all property (serial number etc). Every police force in the country has access to it. It is free to use and if a person loses or has an item stolen, it would be easier to return the item. It was agreed to put PCSO Huckle's newsletter on the website. **Action: KG**

- 1.3 **Risk – Flooding at Petsoe End** – Cllr Duncan asked the clerk to put the flood report from MKC on the website. It was agreed to write an article for the Well & Towers asking for volunteers to become a flood warden to coordinate information where people had equipment that would help in a flood incident. **Action: KG**

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

### 2.1 Ward Cllrs' Report

**Acorn (MK) Nurseries housing** – Ward Cllr Hosking stated that there was no more news since last month. Cllr Duncan commented that MKC highways consultee had put in a further objection as to how the site was connected to the village and to the cycleways and footpaths network.

**MKC draft budget** – Ward Cllr Hosking reported that MKC would be increasing council tax for the next year. The draft budget was out for consultation; parish councils and individuals could make comment before the end of January.

- 2.2 **Dates for Diaries** – these were noted.

### 2.3 Clerk's Report

- 2.1.17 **Bridleway claim at Petsoe End** – The clerk reported that some files had been obtained from the archives which had been passed to the Chairman to look through to ascertain whether there was any useful information for the expert witness. Cllr Duncan responded that there did not seem to be anything directly relevant to the case yet, but reading through the records was a work in progress. There was some information regarding another footpath elsewhere in the Parish which might potentially be added to the definitive map, but this should be put on the agenda to be discussed at the next meeting.

- 2.1.24 **Weed spraying** – It was noted that two sprays were set for the budget. It was agreed to remove this item from the agenda.

- 2.1.82 **Resident's parking – Hulton Drive** – The clerk reported that the consultation concluded on the 30<sup>th</sup> December but the Chairman of the Sports and Recreation Committee and a manager of Olney Town Colts made representation to ask if restrictions could be lifted on Saturday and Sunday mornings. Cllr Flowers stated that he did not feel this was a good idea as the residents would not be happy with this. Cllr Duncan mentioned that there had been suggestions that the Pavilion parking could be made more efficient, by parking more tightly in the existing car park, and if this did not solve the problem, then possibly the Pavilion car park could be extended by stretching along the playing field. KG confirmed the Pavilion parking capacity had been discussed at the SRC meeting in January and it was felt the car park could be extended and this was something the groundsmen were looking at this. Cllr Flowers stated that any car park extension works should be designed so as not to require any removal of trees. The clerk to take this back to the SRC meeting. **Action: KG**

- 2.1.95 **Milestone (A509 north)** – The clerk reported that the milestone was not on the parish council fixed asset register and that MKC would not be taking any further action with regard to moving it or maintenance. It was therefore agreed not to pursue this and the item could be removed from the agenda.
- 2.1.109 **Ash tree (junction of Petsoe End)** – The clerk reported that MKC had closed the matter and would not take any further action. Cllr Duncan responded that the tree did have dead branches but the parish council would have to accept MKC's decision and report any incidents of branches falling on to the highway as and when they occurred. It was agreed to remove this item from the agenda.
- 2.1.112 **Lime tree in school field overhanging High Street** – The lime tree in the school field had dead branches that were overhanging the High Street footpath. The clerk reported this to MKC (reference FS385703271). Email received from MKC on 24/12/21 stating that this had been passed to the Environmental Team for action. The clerk also made Acorn Early Years aware of this issue.
- 3.6.15 **Rat running and restricted access** – The clerk reported that the Community Speedwatch programme started in MK on 29 December 2021; groups could register their interest and be provided with online training. TVP were suggesting that groups purchase their own equipment (radar gun £180.88 from Amazon – TVP approved but not Home Office approved). Signage was in the region of £40. Cllr Duncan suggested that an article be placed in the village magazine asking for volunteers willing to operate it. Cllr White asked if it was lawful. Cllr Duncan responded that there had been some information circulated regarding the scheme and the group would have to register itself and if this was done properly, the group would be covered by £50m insurance. Cllr Duncan suggested that high viz jackets were also purchased for the scheme. Cllr Palmer asked what happened to any driver caught speeding. The clerk responded that the information was sent to TVP who would send out a warning letter on the 1<sup>st</sup> occasion, a stronger letter on the 2<sup>nd</sup> offence and a visit on the 3<sup>rd</sup> offence. The information was fed into the Police data base.
- 3.6.28 **Parking restrictions (Olney Road)** – See update under item 2.1.82.
- 3.6.30 **Allotments** – The clerk spoke to Cllr Jamieson who had agreed to meet with an officer from MKC to have a look at the allotment boundary, with a view to preparing a plan for the transfer of the freehold of the allotments from Milton Keynes Council to Emberton Parish Council. **Action: CJ**
- 3.6.63 **Newton Road/Petsoe End – pedestrian safety issues.** The clerk reported that MKC had now closed the file relating to this issue as they had started a signing scheme in 2020. Cllr Flowers commented that he felt it was worth keeping the item on the agenda as there might be issues with public safety if the development of 41 houses at the Acorn Nursery site went ahead. It was noted that items 3.6.63 and 3.6.109 related to the same issue and could be amalgamated under one point. The clerk to notify the resident that made the initial enquiry. **Action: KG**
- 3.6.68 **Well at Petsoe End** – Nothing to report.
- 3.6.109 **Newton Road** – It was agreed that this item was duplicated under item 3.6.63 and the two items could be amalgamated.

- 3.6.110 **Gritting at Petsoe End** – The clerk to follow this up with MKC highways following the gritting season.
- 3.6.112 **Dead trees Newton Road (to right of triangle)** – The clerk wrote to the land owners (Cook Farms) to ask them to cut back the trees and inspect the hedge along Newton Road. This was undertaken the following day. It was agreed to remove this item from the agenda.
- 3.6.113 **Oak tree at rear of Pavilion** - A resident made the clerk aware that there was an oak tree at the rear of the pavilion along the permissive path that had split in two. The clerk reported this to MKC on the 16<sup>th</sup> December 2021 (reference FS385737909).
- 2.4 **Report from Emberton Sports and Social Club** – current position. Cllr Duncan asked Mr Laval how the Pavilion would be run now that the pub was open. Mr Laval responded that the bank account was in a healthy position although it was difficult to compare previous years. During lockdown, the Pavilion was decorated as it was not being used; with the exception of the changing rooms. A working group had been set up to discuss whether the changing rooms should be improved in some way. Mr Laval commented that, assuming the Pavilion remained free from Covid regulations, the main building would be used by regular users and outdoor use would carry on much the same. If the usage was up to the 2019 level, revenue would be just under £6,000 with the utility costs around £2,000; there would not be the costs relating to running the bar. The bar income had been very good (£31,000); taking into account the cost of sales, stock, staff, there was a profit of about £9,000. Some of the profit was used to fund decorating, cold storage shelving and work in the foyer for a disabled toilet. If the booking levels were what they were pre pandemic, hire income would be £5,800 with costs in the region of £4,500. Some savings had been made in relation to putting in a Nest for the heating and wifi and phone costs had been reduced due to switching providers.

The ESSC have no appetite to compete with the pub and were now working in a cooperative arrangement whereby an outreach bar could be provided if it was required for an event. Cllr Duncan asked how this would work with the licence. Mr Laval explained that the ESSC had a club licence and residents and sports club users were members. For a wedding or party from outside the parish, the hirer would need a TEN, costing £21. A meeting was due to take place later in the week regarding the arrangement. Cllr Palmer stated that the situation sounded quite optimistic and no reason the ESSC could not come back to the levels where they were. Mr Laval commented that the fete would be back again in September and there would be a discussion with the Bell & Bear regarding the bar.

Cllr Duncan made reference to the Queen's Platinum Jubilee in June. Mr Laval responded that the Church and History Society were possibly meeting to discuss an event.

### 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 Duncan reported that a meeting had been scheduled for the end of December but it was disrupted by the Covid Omicron variant advice not to meet during December, so the committee needed to set a new date. The clerk to follow this up.  
**Action: KG**

- 3.84 **Emberton Landscape Maintenance Contract with MKC** – The clerk reported that the parish council had made the decision to keep the contract as it was. It was therefore agreed to remove this item from the agenda.
- 3.85 **Emberton School (School House Fund)** – Cllr Duncan reported that the clerk had been chasing this since 10 September 2021, when an email was sent to the school fund trustees recommending that they should work with Emberton United Charities, and pointing out that the trustees needed the approval of the Charities Commission for the latest version of the school house fund governing document. Nothing has been heard back. Cllr Duncan reported that there had been no change in the identity of the trustees on the Charities Commission website and the trustees were 195 days late in their reporting. It was agreed to write to the trustees stating that if there was no substantial response by the next parish council meeting on the 8<sup>th</sup> February, that the parish council would get the Charities Commission involved. Cllr Palmer asked why the trustees were late in reporting.. Cllr Duncan responded that there had been a change of personnel and there had been problems with bringing the accounts up to date. **Action KG** to email the trustees.
- 3.851 **Emberton School – Acorn Early Years proposal** – It was noted that MKC had requested a further report from Acorn Early Years in relation to the school field being a potential site for great crested newts. It was felt that this could cause a delay in the timetable for opening the nursery.
- 3.97 **Sports & Recreation Committee** – The clerk reported that the meeting would be held on 24 January 2022.
- 3.99 **Conservation area – review of 1997 Conservation Area Statement by MKC** – The clerk received notice from Martin Ellison that the Emberton conservation area statement would be started in December 2021 but as yet there was no timeline. Cllr Palmer asked how long the other areas took? The clerk to have a look back to see how long the first five took. **Action: KG**
- 3.106 **BP Pulse – electric vehicle charge points** – The clerk had asked MKC if they would be installing electric vehicle charge points in Emberton. A response was received stating that the query had been passed to the highways team but no further information had been received. Cllr Duncan commented that she understood that there was a scheme for people to register to let other vehicle owners use their fast charger.
- 3.107 **Tree funding – Queen’s Platinum Jubilee** – The clerk reported that 8 small and 2 large trees had been ordered. The clerk to put this on the agenda for the SRC meeting to see if there was any space for planting on the field.

#### 4. PLANNING APPLICATIONS AND ENFORCEMENT ISSUES

- 4.1 **Wind Farm Community Benefit Fund** – Nothing to report.
- 4.2 **Solar Farm Community Benefit Fund** – Nothing to report.

#### 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 – **pending.**

- 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. **pending.**
- 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 – **pending**
- 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**

### **5. ACCOUNTS**

- 5.1 **To receive the RFO's Report for 11 January 2022** and approve payments. It was proposed by Cllr White and seconded by Cllr Palmer that the payments be approved as per the RFO's Report. Cllr White to approve the payments online. **Action: HW.** It was proposed by Cllr Flowers and seconded by Cllr White that the payment for the invoice from Peter Bushnell Associates be taken from the Deposit Account (less the vat). **Action: KG** to transfer £750 from the deposit account to the current account.
- 5.2 **Fixed Asset Register – valuation of fixed assets** – It was noted that the valuation of the assets owned by the parish council had greatly increased. It was therefore agreed that the clerk should seek a quote from the current insurance company with the new values and also for a second quote from an alternative provider. **Action: KG**
- 5.3 **Draft budget and consideration of community grant applications** – It was agreed to keep £500 ringfenced in the current account for Emberton Cares. It was proposed by Cllr White, seconded by Cllr Palmer and unanimously agreed that the draft budget be accepted with the proposal for a £500 increase to the parish precept to £18,500.

### **6. CORRESPONDENCE**

### **7. PARISH RELATED MATTERS**

7.1 **Village publicity** – Flood warden volunteers, Speedwatch volunteers, Cllr Palmer’s co-option, TVP monthly report, Solar Farm representative, Asset values, precept.

7.2 **Cllrs’ concerns**

**Cllr White** had been asked by Cllr Jamieson to report the gate post at the West Lane end of Alison Fraser Walk as the gate post was loose. **Action: KG** to take this back to MKC.

**Cllr Flowers** reported that a resident had approached him regarding mud on the footpath outside a house in Olney Road, where the owners of the property were driving over the grass verge to access hard standing in their garden. **Action: KG** to email the owners.

8. **DATE OF NEXT MEETING** – confirmed as Tuesday 8<sup>th</sup> February 2022 at 7pm to be held at the Pavilion.

The meeting closed at 8.10pm

DRAFT