

Preston Bissett Parish Council

Parish Councillors attended the Parish Council Meeting on Thursday 6th June 2024 at The Old School, Preston Bissett. The meeting commenced at 7.30pm.

In attendance: Graham Ellis (Chair), Nic Wheble (Vice Chair and RFO), Graham Gulliver, Jean Turner
Clerk: Kim Proffitt

MINUTES

Jun 0624/1 Apologies were received and accepted from Matt Killick.

Jun 0624/2 Declaration of Interests there were none.

Jun 0624/3 Approval of Minutes from 25 April 2024 Meeting The minutes were unanimously **agreed** as accurate and were signed by the Chairman.

Jun 0624/4 Payments and Finances for Approval by the Parish Council

Jun 0624/4-1 Bank Balances were noted: Treasurers Account: £101.95
Business Account: £9,158.75

Jun 0624/4-2 £192.00 payable to ROSPA for Playground Inspection was **approved**.

Jun 0624/4-3 £386.00 payable to Community Action Suffolk (CAS) for Insurance Premium was **approved**.

Jun 0624/4-4 £66.97 payable to K Proffitt reimbursement for paper and ink was **approved**.

Jun 0624/4-5 £78.00 payable to NB Consulting for internal audit fee was **approved**.

Jun 0624/4-6 Income and expenditure to note: Income: £7.92 bank interest on 9/4/24 and
£3,150.00 Precept on 12/4/24.

Expenditure: £58.02 Npower on 18/4/24, £27.80 HMRC on 24/4/24 and £207.82
Clerks Salary on 24/4/24,

Jun 0624/4-7 Councillors to note: on 5/4/24 £150 was transferred from the Business account to
the Treasurers account and £2,693.30 was transferred from the Treasurers account
to the Business account on 24/4/24.

Planning Applications received prior to the meeting

The parish council **noted** the following planning updates:

Jun 0624/5-1 Certificate of lawful existing use for existing separate driveway, existing swimming pool and associated garden and outbuildings, existing garage/office barn in existing position and existing barn with ancillary residential use as office/wc and shower. Cowley Old House Barns, Cowley Road, Preston Bissett, Buckinghamshire MK18 4DS. Ref: 23/03902/CPE. **Awaiting Decision**

Jun 0624/5-2 Removal of condition 3 (agricultural occupancy) relating to application BR/585/67 (erection of dwelling with garage). Poplars Farm South End Preston Bissett, Buckinghamshire MK18 4LR. Appeal hearing is booked for 8 May 2024. Appeal Ref: 23/00100/REF **Approved**

Jun 0624/5-3 Change of use of land to use as residential caravan site for 4 gypsy families, each with 2 caravans, together with laying of hardstanding, erection of 4 No. amenity building and construction of new access. Land South Of Preston Road, Tingewick, Buckinghamshire. Application Ref: 23/02597/APP Appeal Ref: 23/00107/REF Planning Inspectorate Ref: APP/J0405/W/23/3334857. Update: Appeal has been lodged with the secretary of state against the council's decision. Start date of the appeal 13/5/24 for 5 weeks.

There were no planning applications for the Parish Council to consider.

Jun 0624/6 Yearly Planner Actions for June and c/f prior meetings

Jun 0624/6-1 ROSPA report and arrange repairs as necessary – The clerk shared the report via email prior to the meeting and highlighted that no urgent repairs were highlighted. The chairman will put together an action plan of smaller tasks for approval in September. **Action – GE**

Jun 0624/6-2 Approval of Year End – The AGAR form with the signed Internal Audit review was **approved** and signed off by the Chairman and the RFO. The clerk will send the pack and exemption certificate to external auditors before the 30 June deadline. **Action – Clerk.**

Date Setting for Exercise of Public Rights

The Chairman announced that the Parish Council will give the public an opportunity to exercise their electors rights by sharing all information relating to the 2023/24 Annual Governance and Accountability Return on the village website: www.prestonbissett.co.uk. This will go up as soon as possible and include the period from 1 July 2024 for at least 30 days. Members of the public can contact parishcouncil@prestonbissett.co.uk if they have any questions.

Clerk to send accounts for uploading onto the website and share the chairman's announcement. **Action – Clerk.** The chairman thanked the clerk and the RFO for completing this years accounts sign off.

Jun 0624/6-3 Review of domain name/insurance/website hosting –Parish councillors were reminded these were all last reviewed in March 24 therefore no action is needed at this point. (renewals include BMALC Due May, Insurance Due June, Microsoft 365 Due June/July, Krystal (Website) due July, ICO due Oct, SLCC Due Dec, Scribe due Jan/Feb)

Jun 0624/6-5 Quarterly Finance Update – The RFO confirmed the Finance Regs were last updated in March 2024. Since then, new model financial regs have been released however, upon advice from BMKALC, the parish council will review and incorporate these updates at the next scheduled update. Clerk to send the model financial regs to the RFO. **Action – Clerk.** Councillors also noted that the interest rate on the Business Account is set to drop. Clerk to share details with RFO. **Action – Clerk.**

Jun 0624/6-6 Standing Orders Update – The standing orders were last updated in March 24 therefore no update is required at this time.

Jun 0624/6-7 Financial Regulations Policy annual review – These were last updated in March 24 therefore no update is required at this time.

Jun 0624/7 Correspondence or previously circulated items for review, note or approval

Jun 0624/7-1 Meeting with LAT Update – The Chairman reported that his actions are still in progress and the clerk confirmed that no responses had been gained yet from outstanding emails. It was noted that the big patch repair at South End was not very well done and there is a problem with the join creating a ramp-like effect. The clerk will report this. **Action – Clerk.**

Jun 0624/7-2 Irresponsible and Anti-Social Parking Complaint - The clerk emailed the developer offering parking at the REC ground and no response has been had as yet. The state of the verges and issues with delivery lorries has also been reported to Bucks, they were also made aware of the previous offer of parking space.

Jun 0624/7-3 Salt Bin – Clerk to remind MK to share details of salt bin options. **Action – Clerk/MK**

Jun 0624/7-4 Councilor Recruitment – The clerk has made Bucks aware of the vacancies and there is a recruitment process to be followed. Clerk to display posters once they are approved by Bucks and then to draft the recruitment advert using an SLCC template. The clerk will also send a one liner for the newsletter. **Action – Clerk.**

Jun 0624/7-5 Car parking at The Square – This has been reported to parking services and a response is awaited.

Jun 0624/8 Meetings and Training - Nothing to report

Jun 0624/9 Action List - Completed/Closed since last meeting. Open and to be updated

Jun 0624/10 Items for the next Agenda

Jun 0624/11 Date of next meeting
Thursday 5th September at 7.30pm

Close of Meeting

Open Forum

Meeting ended at 20:21

Preston Bissett Website www.prestonbissett.co.uk