

**ALL COUNCILLORS ARE HEREBY SUMMONED TO ATTEND AND MEMBERS OF THE PUBLIC
INVITED TO ATTEND THE ORDINARY MEETING
OF LITTLE HORWOOD PARISH COUNCIL IN THE MEMORIAL HALL
AT 8.00PM ON THURSDAY 21ST NOVEMBER 2024**

DRAFT AGENDA

Horseshoe shape tables to help Robbie hear?

- 1) **Apologies for absence**
- 2) **To receive declarations of personal or prejudicial Interest and consideration of requests for dispensations**
- 3) **Minutes of the Parish Council meeting held on 19th September 2024 to be approved and signed**
- 4) **Progress reports for information** (Not covered elsewhere on the agenda)
- 5) **Items deferred from previous meeting** (Not covered elsewhere on the agenda).
- 6) **Correspondence sent & received** (Not dealt with elsewhere on the agenda)
- 7) **To consider the Planning and Development Report**
- 8) **Planning and Development matters arising if any**

At approximately 8.30pm the Chairman will adjourn proceedings for public participation.

- 9) **Buckinghamshire Council News**
- 10) **To appoint two trustees to the Little Horwood Trust (LHT)**
- 11) **To receive a report on meetings attended**
 - a). Winslow & Villages Community Board 26th September
 - b). Meeting with Callum Anderson 27th September
 - c). Meeting with Natural Flood Management Officer 23rd October
- 12) **To consider the 2025/2026 draft budget**
- 13) **To review and approve the draft Standing Orders**
- 14) **Traffic calming and MVAS**
- 15) **To report on the Autumn litter pick**
- 16) **Allotments to consider**
 - a). the written proposal for clearing the allotments awaited from David
 - b). raising the allotment rent charge to £20.00 per plot for the year starting 2026 (paid at the end of 2025).
 - c). charging the increased rent to any tenants in arrears (subject to notification to all tenants)
- 17) **Parish Maintenance**
 - a). footpaths
 - b). green spaces project. working party reports?
 - c). bus shelter library. CH promised to have this done in October early November.
 - d). update on Winslow Road bank repairs
- 18) **Administration**
 - a). to appoint a new internal auditor of the financial year 2024/2025 and to approve terms and conditions £150. Contract sent to Steve
 - b). to report on progress with.gov.uk domain name and a new website
 - c). to retrospectively approve the employment contract for the parish clerk designate, hours and pay,
- 19) **Finance**
 - a). to review bank reconciliation, receipts and authorise payments
 - b). to receive and note budget actuals
 - c). to receive an update on the PC payments for the Mem Hall post office
- 21). **Items for the next meeting** bio diversity policy, grievance procedure
- 22). **Date of the next meeting** – 16th January 2024 8.00 pm in the Memorial Hall

NB, further meetings will be held on 20th March, 8th May, 22nd May, 24th July, 18th September, 20th November 2025 & 22nd January 2026

Mandy Cliffe

The following is included for information only and does not constitute part of the agenda. It will be updated as required.

Planning and Development Report - for meeting on 21st November 2024 (as at 23 October 2024)

Below are current and recent Planning Applications. The Parish Council is invited to ratify the comments made to AVDC on behalf of the Planning Committee since the last meeting.

CURRENT PLANNING APPLICATIONS

Date Received	Application Number Respond by	Site Address	Details of Application	Parish Council Response	AVDC Decision
Determined					
04/09/2024	24/02521/ALB 02/10/2024	Wood End Cottage 28 Wood End Little Horwood Buckinghamshire MK17 0PE	Listed building application for replacement of rear door. Replace two ground floor timber framed single glazed windows with like for like double glazed hardwood windows. Replacement of shed with timber shed. Resurfacing path with gravel topping	Listed Building Consent Granted	Granted 17/10/2024
Pending					
13/08/2019	19/02910/APP 10/09/2019	Harefields Winslow Road Little Horwood Buckinghamshire MK17 0PD	Installation of 12 x 100w LED flood lights erected on 4m high scaffold poles to illuminate a 30m x 50m domestic riding arena. The riding arena is already insitu.	No objection	Awaiting decision
15/01/2021	21/00146/COU AR 11/02/2021	Clare Farm Winslow Road Little Horwood Buckinghamshire MK18 3JW	Determination to whether prior approval is required in respect of transport & highway impact, noise, contamination risk, flooding and locational considerations for the conversion of agricultural barn into dwelling house (Class Q(a)) and in relation to design and external appearance of the building (Class Q(b)).	No objection	Awaiting decision
11/09/2024	24/02673/APP 09/10/2024	Orchard View Stearhill House Mursley Road Little Horwood Buckinghamshire MK17 0PR	Householder application for single storey rear extension	No Objection	Awaiting decision
23/10/2024	24/03189/APP 20/11/2024	The Laurels Stearhill House Mursley Road Whaddon Buckinghamshire MK17 0PR	Householder application for single storey rear extension	Passed to Planning Committee for comment	

Item 14 – traffic calming booklet circulated

Item 16 – allotment proposals awaiting info from David Foster

Item 17d - Winslow Road Bank

We have recently completed the planned CCTV drainage survey in this area, so we now know how the drainage system interacts with the embankment here. This was the missing information required to complete the technical advice note, which will be produced by the end of October 2024.

The technical advice note will set out the recommended retaining solution, whereby the proposed solution can then be discussed with Buckinghamshire Council's Asset Team and the Internal Drainage Board.

If agreed, the team will then prepare the work pack for the Term Maintenance Contractor to price up, with a view to delivering the work as soon as permissible thereafter. The resulting delivery will need to be undertaken in accordance with the ecological permissions calendar, noting that the ecological surveys here identified that some aquatic and terrestrial species are present.

Unfortunately, we are unable to confirm exactly when the construction works will take place, as there are too many variables still left to resolve. The Project Team will communicate with Members as and when dates for the construction works are set.

☐

Regards,

Keith Dolan BSc Eng, CEng, MICE, IMaPS
Structures Team Leader, Buckinghamshire Highways
AtkinsRéalis (Alliance member of Buckinghamshire Highways)
07721 122599

Item 18 a – internal auditor contract

Item 18 c – circulate blank employment contract