

Broughton and Milton Keynes Parish Council

(Including Atterbury: Middleton: Oakgrove)

Minutes of the Parish Council Meeting

Held on

Monday 1st October 2007 in Milton Keynes Village Hall at 7.15pm

Present: Mr Alex Kidd (Chair); Mr Ian Mitchell (Vice-Chair); Mrs Jenny Brighton; Mr Robert Brown; Mr Richard Peters; Mrs Monica Watkins; Mr Peter Johnson; Mrs Katrina Deacon; Mrs Helen Ward (clerk); and 4 member of the public. Ward Cllr Sam Crooks from item 7.

Alex welcomed everyone to the meeting.

1 Apologies for Absence

Ward Cllr John Bint

2 To confirm the minutes of the Parish Council Meeting held on 3rd September 2007

The minutes were agreed by the Council and signed by Alex Kidd.

3 Matters arising from previous meetings

a. Deed of Easement – 12 Walton Road

Jenny updated the meeting that the revised deed of easement did not have all the amendments and that the land registry deed number was incorrect. The queries have been relayed to the solicitor. It was agreed that the deed is not signed until the queries have been addressed.

The solicitor had sent a 'terms of business' letter. Alex signed this on behalf of the council.

Ian asked about the legal fees being met by Midsummer Housing. Helen advised that she has on file this was agreed up to a value of £500.

In response to an email from the owner of Nurses Cottage, the Council are in general agreement to a land swap and the owner should not delay in submitting a formal proposal for consideration at a future meeting. Any legal costs will need to be met by the owner. **Action: Clerk**

b. Dead trees

A quotation from R & P Todd for £260 + VAT was accepted to remove 4 dead trees in the Village.

The other reported dead willow tree by Southside Farm is not on Parish Council land. Clerk to ask MK Council to remove it. **Action: Clerk**

c. Land encroachment

MK Council are still in negotiation with the tenant of 39 Walton Road and will be inviting the tenant to a meeting. Clerk to obtain an update prior to next meeting. **Action: Clerk**

d. The Garage

The clerk reported that all outstanding monies have now been received, and keys returned to the rightful owners.

4 Casual Vacancy Broughton Ward

The Parish Council can now fill the vacancy by co-option, it was agreed that the vacancy needs to be advertised in the newsletter, website and on the notice boards. **Action: Clerk**

Following our request to increase the number of Parish Councillors in Broughton Ward to 4, MK Council have proposed a meeting with Wavendon and Kents Hill and Monkston Parish Council to review the Parish boundaries. From the 3 proposed dates, the 24th October was the most convenient. **Action: Clerk**

5 Finance

a. To appoint internal auditor for 2007-8

The Parish Council agreed unanimously to appoint Chris Davies as Internal Auditor for the current financial year.

b. Report of the Income, expenditure, balances and reconciliation for September

Cheques issued following approval at the September Parish Council Meeting – Treasurer's Account

Chq No.	Amount	VAT	Total	
1001	£35.76		£35.76	Mrs H Ward – Expenses July
1002	£160.64	£28.11	£188.75	A H Contracts – Dog Bin Emptying July
1003	£243.00	£42.53	£285.53	R & P Todd – Grass cutting contract & call out to remove fallen branch
1004	£514.06		£514.06	Mrs H Ward – Salary August
1005	£50.00	£8.75	£58.75	P F Stone – topping the nettles & thistles in the paddock
1006	£700.00		£700.00	Harlequin Press – Newsletter Summer issue
1007	£160.64	£28.11	£188.75	A H Contracts – Dog Bin Emptying August
1008	£285.00	£49.88	£334.88	UHY Hacker Young
1009	£1000.00		£1000.00	City Colts Football Club
1010	£12.95		£12.95	Mrs H Ward – Expenses August
1011	£487.65		£487.65	Current electrical services – Pavilion maintenance
1012	£127.00	£22.23	£149.23	Air Cool Refrigeration – Pavilion maintenance

Plus standing monthly payment of £33 + £5.78 VAT to Market Town for website hosting

Income received during September	
£75.00	Paddock rent
£32.00	Garage rent
£19,110	Precept 2 nd half
£121.00	Interest (30-Day Account)
£56.13	Interest (Pavilion Account)

Receipts outstanding - None

Reconciliation – Treasurer's Account

Bank Statement - 20 Sep 07	£22,001.56	
	£1,822.53	Cheques issued, not yet cleared
	£20,179.03	Balance after above
1 April 07	£2,386.96	Opening balance
	£41,971.74	Cash book receipts Apr – 20 Sep 07
	£14,179.67	Cash book expenditure Apr – 20 Sep 07

	£10,000.00	Transferred to 30-Day Account
20 Sep 07	£20,179.03	Closing Balance

30-day Account – 6263475		
Bank Statement - 10 Sep 07	£51,587.65	
1 April 07	£40,957.61	Opening Balance
	£630.04	Interest received Apr - Sep 07
	£10,000.00	Transferred from Treasurer Account
10 Sep 07	£51,587.65	Closing Balance

Pavilion Account – 1167214		
Bank statement - 10 Sep 07	£11,419.19	
1 April 07	£12,172.17	Opening Balance
	£851.38	Cash Book receipts Apr - Sep 07
	£1,604.36	Cash Book expenditure Apr - Sep 07
10 Sep 07	£11,419.19	Closing Balance

c. Authorisation of cheques

The following payments were authorised at the meeting:

Treasurer Account			
Net	VAT	Total	Payee
£325.00		£325.00	All Saints Milton Keynes PCC – grant towards new Churchyard mower
£657.50	£114.98	£772.48	R & P Todd – Grass cutting contract, and removal of dead cherry tree and works in village garden
£160.64	£28.11	£188.75	A H Contracts – Dog Bin Emptying September
£514.06		£514.06	Mrs H Ward – Salary September
£34.86		£34.86	Mrs H Ward – Expenses September

d. Grant request

The Parish Council agreed that the grant request did not meet the Council's criteria.

6 Middleton South

a. Development

Alex had updated councillors prior to the meeting that he had met with representatives from MK Council, Crest, English Partnerships, John Bint and Sam Crooks to discuss the planning application. It was agreed that the application should be based on the original policy rather than the new one. The application is due to be heard at the MK Development Control Committee on 18th October. Monica offered to attend.

b. Open space/Paddock land

Alex met with Ben Ruston, Jackie Fox and Steve Crowther (MK Landscape and Countryside Manager), and a representative from Crest to discuss the area of land. The Parish Council wishes to safeguard the future of the land and therefore would like to own it. English Partnerships and The Parks Trust have already expressed support of this. Sam will notify the Parish Clerk of a contact at MK Council who we could make the case to.

Action: Sam

It was agreed that the land behind Parneleys should be referred to as Middleton South Open Space and not paddock land, as no decision has yet been taken on the use for the land.

The owner of the Paddock House has emailed the Council asking to have sight of the proposal however discussions are in very early stages and there is no formal proposal. **Action: Clerk to reply**

7 Parish Newsletter

The current newsletter deadline is 18th October, it was agreed that this issue would be produced in A4 format. The clerk advised that two printing companies have approached the parish council with a view to print the newsletter, and it was agreed that we would obtain quotations from them for comparison for future issues.

Action: Kat / Clerk

8 Neighbourhood Action Group

There has been no news yet from Lisa Emmanuel on start-up meetings.

Following on from the last meeting, Alex asked for suggestions of who could be approached to join the group. Suggestions included the MK Hindu Association, School representatives, Youth Group, the Church and the Woodall Close Management Committee.

It was agreed that the idea of a Council logo would be put on hold for the time being.

9 To received reports from councillors on relevant meetings attended

Alex requested that for future Council meetings a summary of any meetings attended are circulated to councillors in advance.

a. State of Borough Debate

Monica apologised that she had been unable to attend this meeting so there was no report.

b. Parishes Assembly

Alex reported to councillors that the meeting had included a regular progress update from Milton Keynes Partnership, a presentation on the work of the Safer Communities Unit and the Anti Social Behaviour team and a discussion on Planning Issues at Parish Council level.

Jenny suggested that as these meetings are lengthy, and only happen quarterly, that councillors could operate a rota system for attending. This was agreed. The next meeting is due to be held in December and Monica offered to attend.

c. Youth Club

Alex reported to the meeting that he had met with representatives of the MK Youth Service, Phil Keech and Kents Hill & Monkston PC as the youth club is trying to rejuvenate interest and set up a management committee. Alex confirmed the Parish Council's support.

d. Eastern Expansion Area Stakeholders Group

Kat reported to the meeting on the 5 main items discussed at the meeting on 27th September.

- Communication – how to improve the amount of feedback received on developments sent out and how to liaise with parishioners and vice versa.
- Community Facilities – a plan was issued detailing what was happening and when. Kat asked that red routes and bus routes were added.
- Sports Pavilion – There is a budget of £1.8m for a community centre & sports area due to open in 2009 and to be sited at the Broughton end of Tanfield Lane. Councillors expressed concerns that this would be too close to current facilities - the Middleton Pavilion and Oakgrove Leisure Centre. It was agreed that the clerk contacts Jill Dewick at MK Council to arrange a meeting to discuss the proposals. **ACTION: Clerk**
- Design Brief – A new draft was issued. Richard took this away to look at.
- Parcel L – David Wilson attended as they have taken over from Kings Oak and have revised the plan. Kat had some concerns about the new proposal. It was agreed that Kat should email her comments to all councillors for their consideration, to be discussed at the next Parish Council meeting. **ACTION: Kat**

10 Pavilion

a. Corporate events / fireworks

The Parish Council has received a number of complaints about the fireworks at the corporate event and that there was no advance warning.

Ian will raise the issue of such events at the next meeting of the Pavilion management committee and report back to the next PC meeting. **ACTION: Ian**

b. Finances

Ian reported that the last set of accounts were reasonably healthy, as at the end of August. If they start to show a surplus the Parish Council should consider asking the Pavilion Management Committee to start paying their own insurance premiums.

Following concerns from a parishioner that membership cards are not being collected, Ian agreed to feed this back to the Management Committee.

11 Land & Buildings Maintenance

a. Allotments

Alex suggested, and it was agreed, that he would draw up a proposal on allotments for the next meeting.

ACTION: Alex

12 Matters relating to Wards

a. Middleton

Noon Layer Drive. Sam Crooks had emailed details following a meeting he had had with the Highways team at MK Council. Issues had been recognised however it was noted that the area would be subject to various developments in the future including the extension of the school. Sam asked that the Parish Council consider a proposal from MK Council to make some interim changes until a longer-term approach to changes in the local infrastructure can be identified.

It was agreed for Sam's email proposals to be circulated to all councillors for consideration.

ACTION: Clerk

b. Broughton & Atterbury

Notice boards

The clerk updated councillors that permission has been sought from MK Council for a freestanding notice board on Swanwick Lane, and for a wall mounted one outside the Budgens store in Tanfield Lane.

ACTION: Clerk to chase

c. MK Village

There is a telegraph pole opposite 15 Walton Road that hasn't been removed.

ACTION: Clerk to contact BT

13 General Planning Applications

Planning Applications – September 2007

Ref No	Date valid	Description	Comments
07/01517/ADV	30-Aug-07	ERECTION OF 6 MARKETING BOARDS at Brooklands Land East of Newport Road, Broughton	

07/01543/ADV	04-Sep-07	ERECTION OF 3 FREE STANDING SIGNS, HOARDING SIGNS AND 4 FLAGPOLES at Land Off London Road, Broughton	
07/01544/FUL	20-Sep-07	ERECTION OF 4 DWELLINGS (SUBSTITUTION OF HOUSE TYPES AT PLOTS 16, 17, 28 AND 29 APPROVED IN PERMISSIONS 04/00475/FUL AND 05/00129/FUL at Land Off London Rd, Broughton	

Permission Granted			Decision Date
06/00780/MKPCO	05-Jun-06	CREATION OF ADVANCED ECOLOGICAL MITIGATION MEASURES AND ANCILLARY TERRESTRIAL HABITAT FOR GREAT CRESTED NEWTS at Site Off, Broughton Road, Broughton	05-Sep-07
07/01241/MKCOD3	12-Jul-07	CONSTRUCTION OF TEMPORARY CAR PARK AND ASSOCIATED ENGINEERING WORKS TO SERVE AS REPLACEMENT DURING MILTON KEYNES COACHWAY REDEVELOPMENT WORKS Land at Wansford Avenue Off Childs Way Atterbury	29-Aug-07
07/01184/FUL	10-Jul-07	SINGLE STOREY REAR EXTENSIONS, SINGLE STOREY SIDE EXTENSION WITH ROOMS IN ROOF AND STORE EXTENSION TO GARAGE at The Paddock House, 2 Great Pasture, Milton Keynes Village, MK10 9AF	19-Sep-07

Oakgrove Development

Jenny asked for a progress report on the Oakgrove Development. Sam Crooks advised that it is likely the old project group will be re-invented in the near future.

14 Correspondence

Correspondence received 4th - 30th September

Date received	Sent by		Item	Comments
4-Sep-07	John Bint	Email	Copy of an email John sent to MK Council on the landscaping issues on Tanfield Lane and Broughton Square	Forwarded to councillors
4-Sep-07	Laser Printing solutions	Email	Company offering cost effective printing for newsletters etc.	
4-Sep-07	MK Council	Post	MK Council Plan 2007 edition – plan contains the 3 year council priorities agreed in 06 and refreshes actions, targets and measures to ensure delivery	
5-Sep-07	MK Council	Email	Parish & Town Council newsletter – September issue	Forwarded to councillors
6-Sep-07	Midsummer Housing	Email	Summary of which legal documents are where with regard to 12 Walton Road	Forwarded to Jenny
6-Sep-07	MK Partnership	Post	Notification of decision on 06/00780/MKPC – creation of ponds and habitat for Great Crested Newts	See planning application schedule
6-Sep-07	MK Council	Email	Agenda for Parishes Assembly meeting on 13 th September at 7pm in the Council Chambers	Forwarded to Alex & Ian
6-Sep-07	Buckinghamshire Scouts	Post	Annual review 2006/7	No further action
7-Sep-07	ACM Training	Email	Details of national training workshops	No further action
7-Sep-07	MK Theatre of Comedy	Post	Promotional material for next show Allo Allo	
7-Sep-07	MK Council	Email	Weekly news 36, plus attachments	

7-Sep-07	MK Council	Email	Weekend road closures for part of the A5130 have been extended until 25 th November 2007	
7-Sep-07	Ian Corlett	Email	Broughton notice board key is available for collection	
10-Sep-07	James Potter	Email	Allotment enquiry	Added to waiting list
10-Sep-07	MK Partnership	Email	Notification that the Placemaking Group pre-meet and main meeting scheduled for 19 th September and 3 rd October have been cancelled	
10-Sep-07	MK Council	Email	Press releases w/e 7 th September	
11-Sep-07	Jackie Fox	Email	Suggested meeting dates to discuss open spaces / paddock land	Forwarded to Alex & Jenny
12-Sep-07	Cllr David Hopkins	Email	Item raised by Stony Stratford for Parishes Assembly meeting 13 th September	Forwarded to Alex & Ian
12-Sep-07	MK Partnership	Email	Agenda and papers for meeting 20 th September are available on their website or 1 st floor reception in the offices of MKP	
13-Sep-07	Mr Ghirlando	Email	Would like to rent an allotment	Clerk replied
13-Sep-07	MK Council	Email	Reminder of Emergency Planning Seminar on 19 th September	No further action
13-Sep-07	Glasdon UK Ltd	Post	Literature on products for local councils	Put on file
14-Sep-07	MK Partnership	Email	EEASG meeting 27 th September at 5.00pm – agenda and briefing note included	Forwarded to Kat & Alex
14-Sep-07	MK Council	Email	Weekly news 37, plus attachments	
16-Sep-07	Mrs H Smith	Email	Allotment enquiry	Added to waiting list
16-Sep-07	Chair of Governors, Broughton Fields	Email	There is a vacancy for a LEA Governor on the Broughton Fields Primary School Governing Body	Forwarded to councillors
17-Sep-07	MK Partnership	Post	EEASG meeting agenda and notes	Passed to Kat
17-Sep-07	Geoffrey Leaver	Post	Client care letter to be signed and returned in respect of Deed of Easement, 12 Walton Road	Passed to Jenny
17-Sep-07	Mr S Taverner	Post	Request to site greenhouse on allotment plot	Clerk replied
17-Sep-07	MK Council	Email	Press releases for w/e 14 th September	
17-Sep-07	Kents Hill PC	Email	Meeting to discuss Youth Club scheduled for 7pm Wednesday 19 th September	Forwarded to Alex
18-Sep-07	Clare Pollitt, allotment holder	Post	Request to extend plot for greenhouse	Forwarded to Alex
18-Sep-07	Bucks Playing Fields Association	Post	Summer 2007 newsletter	
18-Sep-07	East Flank Interagency Group	Email	Invite to attend meetings, next one Thursday 11 th October at 1pm. Agenda and minutes of July meeting attached to email	Forwarded to councillors
18-Sep-07	MK Council	Email	Invite to be involved with the MKC Events Calendar that runs several times a year	No further action
19-Sep-07	MK Council	Post	Proposal to make Order under the Road Traffic Act 1984 to prohibit U-Turns on V11, junctions with Oakworth Avenue, Broughton and Griffith Gate, Middleton. Any objections in writing by 18 th October	Forwarded to councillors
20-Sep-07	BALC	Post	Matters Arising issue 23, Autumn 2007	Forwarded to councillors
20-Sep-07	MK Council	Email	Limited supply of Central Milton Keynes walking maps available	Forwarded to councillors
21-Sep-07	MK Council	Email	Nominations invited for Celebrate – Pride in MK awards	Forwarded to councillors
21-Sep-07	MK Council	Post	Transport briefing note, issue 49	
22-Sep-07	MK Council	Post	Consultation Document on the review of the MK Council Statement of Licensing Policy 2008-2011	
24-Sep-07	Warwickshire & Northamptonshire Air Ambulance	Post	Grant request	Agenda item
25-Sep-07	MK Council	Email	Notification that the U turn ban on V11 is no longer required. This conflicts with the notification that the Council propose to make an Order, received 19 th Sept. John Bint has raised the issue with MKC with regard to the confusion	Agenda item
25-Sep-07	Mr J Hood	Email	Complaint about the parking issues on Noon Layer Drive, by Woodall Close. Sent for the attention of Peter.	Forwarded to Peter & Alex
25-Sep-07	MK Council	Email	Recent spate of bronze plaque thefts at cemeteries and	

			crematoriums	
26-Sep-07	EEASG	Email	Minutes of meeting held on 28 th June	Forwarded to Richard & Kat
26-Sep-07	MK Council	Email	Parish Conference Dinner is to be held on 16 th November, information and booking pack enclosed, deadline 31 st October	Forwarded to councillors
26-Sep-07	Came & Company Insurance Consultants	Email	Introducing their new Parish Council Insurance Scheme	
27-Sep-07	MK Council	Email	Notification that the Community Liaison Team is moving to Bleak Hall within the next 2 weeks	
27-Sep-07	MK Council	Email	Asking for feedback on Emergency Planning Seminar 19 th September	
28-Sep-07	Dean Villa	Email	MK Village resident expressing an interest in the Middleton South paddock proposal	
28-Sep-07	MK Council	Email	Weekly news issue 39, plus attachments	
29-Sep-07	John Bint	Email	Apologies sent, unable to attend PC meeting	
30-Sep-07	MK Council	Email	Advising that no progress has been made with the tenant of 39 Walton Road with regard to the land encroachment	

- East Flank Interagency Meetings – Richard offered to represent the Parish Council at the next meeting on 11th October at 1pm, Parks Trust Pavilion, Campbell Park.
- V11 U Turns – it was agreed that no further action is required following notification that MK Council want to ban U turns on the V11 for the turning to Broughton and Middleton.
- Licensing Act 2003 - Peter had read a consultation document on the 2003 Licensing Act, which he thought would be of further interest. Ian offered to take the document away and read.
- The Councillor responsible for reading correspondence in October will be **Jenny Brighton**.
- Parish Conference Dinner - this is being held on Friday 16th November, details have been forwarded to councillors. If anyone would like to go, please let Helen know your workshop and menu choice as soon as possible, deadline 31st October.

15 Any other business items

It was agreed that any other business would no longer be included on the agenda, specific items for the agenda should be notified to the clerk a week before the meeting.

16 Date of next meeting

Monday 5th November at 7.15pm

Meeting dates for 2008 have been confirmed, and the Village Hall booked, as follows:

January 7th
February 4th
March 3rd
April 7th (Annual Assembly)
May 12th (Annual General Meeting)
June 16th
July 21st
September 1st
October 6th
November 3rd
December 1st

Signed.....5th November 2007