

Broughton and Milton Keynes Parish Council

(Including Atterbury: Middleton: Oakgrove)

Minutes of the Parish Council Meeting

Held on

Monday 2nd October 2006 in Milton Keynes Village Hall at 7.15 pm.

Present: Mr I Corlett (Chair); Mr I. Mitchell; Mr P Johnson; Mr R Peters; Mr A Kidd; Mrs M Watkins; Mr D Miller, Clerk; Ward Cllr Derek Eastman; Ward Cllr Sam Crooks (after item 4d) and 6 members of the public.

Mr Corlett welcomed everyone to the meeting.

1 Apologies for Absence

Apologies were received from Mrs J Brighton, Mrs B Hulse and Mr R Brown, and these were accepted by the Council.

2 Minutes of the Parish Council Meeting held on Monday 4th September 2006

The grant awarded for the Bedford-MK Canal Link had been £250,000, not £500,000.

The draft minutes had the wrong date at the head; this had been corrected on the final version.

The corrected minutes were agreed by the Council and were signed by Mr Corlett.

3 Matters arising from the previous meetings:

Walton Road allotments – encroachments

The clerk reported that the meeting with MK Council and the resident at No 39 had been cancelled owing to illness and a new date was awaited.

A quotation for the fencing work had been received from North Bucks Fencing - £620 for the work at No 39, and £380 for No 40, making £1000 in total, compared with Bodleys price of £967.65. Bodleys had confirmed that their price included the cost of removing the chain-link fence at No 39.

The clerk had discussed the prices with Jenny Brighton, as agreed at the last meeting, and the decision was to place the work with Bodleys. The Council endorsed this decision.

4 Land & Buildings Maintenance: Item b – Broughton Road Allotment projects

(This item was brought forward on the agenda)

Peter Johnson gave a summary of the discussion that had taken place at the Allotment Holders meeting the previous week, and the matters that had arisen were dealt with as follows:

- **The ditch.** Allotment holders were not happy about the proposal to clear silt from the ditch, believing that dealing with the reasons why the ditch had silted up should be addressed first, otherwise the problem would recur and further expense be incurred. The proposal to deposit the silt and vegetation on site was also not welcomed. After discussion it was agreed that a site meeting should be arranged with someone from MK Council with a view to trying to learn more about the flows into the ditch and out of it.

Action: David Miller

- **The gates.** Allotment holders agreed that the large gate needed replacing, but believed that the smaller gates did not, as a repair had been made by one of the allotment holders. The clerk advised councillors that one of the gate-posts was loose. Councillors agreed to proceed with replacing just the large gate and that a notice with the same wording as the present one, should be placed on the new gate. The clerk made the point that the contractor might not be able to honour the price quoted for the large gate, if the other two were not required.
- **The hedge.** The clerk had obtained prices for hedge improvements as follows:
The hedge lowering alongside Meadow Lane will cost £120. The hedge lowering along Broughton Road, both sides of the wide gate, will cost £250, (as with the item above, this includes the cost of removal of the trimmings, which is not insubstantial)
Planting new hawthorn to fill the gaps in the hedge opposite Home Farm is relatively cheap. To purchase a bundle of 25 plants and plant them costs just £40. Two bundles would be the maximum required.
Councillors agreed to proceed with all the above works. The clerk advised that the work will be done later in the autumn, after growth has ceased.
The contractor had remarked that in the section between the gate and Meadow Lane there is some Elder and Ash that grows much more quickly than the other hedging and the council may want to consider removing this and replacing it with hawthorn. Councillors agreed that he should be asked to quote a price for this extra work.
- **Accounts.** Allotment holders had remarked that in earlier years the Parish Council used to publish accounts showing the income and expenditure appertaining to the allotments. After discussion, councillors agreed that the clerk should produce a statement showing the income and costs directly attributable to the allotments (eg water rates, tree felling) and to supply a list of the indirect items without quoting figures (Clerks time, etc).
Action: David Miller

5 Finance

a. Report of the Income, Expenditure, balances and reconciliation for September

Cheques issued following approval at the September Parish Council Meeting				
Chq.	Net	VAT	Total	Payee
908	£439.09		£439.09	Mr D Miller – salary August
909	£61.83		£61.83	Mr D Miller – expenses August
910	£143.00	£25.03	£168.03	AH Contracts – Dog Bin Emptying – August
911	£201.32	£35.23	£236.55	R & P Todd – Grass cutting contract – 5 th payment
912	£722.00		£722.00	Harlequin Press – Summer Newsletter
913	£20.00		£20.00	Kat Deacon – Newsletter competition prizes
914	£183.00	£32.03	£215.03	Colin Styles – Noticeboard installation; varnishing bench
915	£3,000.00		£3,000.00	MK Village Hall

Plus the standing monthly payment of £33.00 + £5.78 VAT to Market Town for website hosting.

Income received during September	
£75.00	Paddock rent – September
£165.00	Pavilion Insurance 6 th monthly repayment 2006
£63.00	Garage Rent, July and August – A Standing Order having been set up, as requested
£54.78	Interest (Pavilion Account)
£19,595.00	MK Council – Precept, second instalment
£50.00	Newsletter Advertising (Summer Newsletter)
£85.55	Allotment Rents 2006-7
Receipts outstanding Summer Newsletter Advertising: £40.00 each, Weight Watchers and Broughton Manor Prep School; £27.50, Hammond & Dummer – statements to go out this week; Bury Lawn is setting up direct credit payment for the £50.00 owed.	

Reconciliation – Treasurer’s Account		
Bank Statement – 19 th Sept 06	£21,055.46	
	£135.55	Cheques received, to be paid in
	£235.03	Cheques issued, not yet cleared
	£20,955.98	Balance after adjustments above
1st April 06	£1,946.31	Opening cash book balance 1st April 2006
	£44,025.24	Total cash book receipts – 1 st April – 25 th September 2006
	£13,015.57	Total cash book expenditure – 1st April – 25 th September 2006
	£12,000.00	Transferred to 30-Day Account
25 th September 06	£20,955.98	Closing Balance
30-day Account – 6263475 no statement received in September		

Pavilion Account – 1167214		
Bank statement 19 th Sept 06	£14,718.09	
1st April 06	£14,504.00	Opening Balance
	£384.41	Total cash book receipts, Apr-September 06
	£170.32	Total cash book expenditure, Apr-September 06
25 th Sept 06	£14,718.09	Closing Balance

Reserved Funds

There had been no alterations to the Reserved Funds since the last Parish Council meeting.

b. Authorisation of cheques

Cheques authorised at the meeting:

Treasurer Account			
Net	VAT	Total	Payee
£439.09		£439.09	Mr D Miller – Salary September
£47.93		£47.93	Mr D Miller – expenses September
£505.50		£505.50	PAYE and NI for July- September
£114.40	£20.02	£134.42	AH Contracts – Dog Bin Emptying – September
£201.32	£35.23	£236.55	R & P Todd – Grass cutting contract – 6th payment.
£3,000.00		£3,000.00	Broughton & MK Village Hall – Partnership Grant
£1,000.00		£1,000.00	Broughton Fields Primary School – playground equipment

Ian Corlett reminded the Council that he had an interest in the last-mentioned item, the grant to Broughton Fields Primary School, where he is a governor. The Clerk reminded councillors that the powers under which the grant to the school were being made – the Local Government Miscellaneous Provisions Act 1976, section 19.

c. Pavilion Finances

Ian Mitchell reported on the recent meeting with the Pavilion Management Committee. A financial statement for the year ending July 1st, prepared on an Income and Expenditure basis, had been provided. After including as income the full £2500 grant from the Parish Council, there had still been a loss of £977.

Summer trading (July and August) had been poor. Bar takings had been £2000 below budget and private hire £1200 below. On an assumption that Oct 06-Mar 07 would be similar to Oct 05-Mar 06, then the projected position at the end of March 07 is for there to be a cash deficit of £6000.

Discussion ensued on the underlying problems:

- the fact that the football club was for young people, not adults, meant that the bar did not benefit from use after matches and practice sessions.
- The issue of membership was problematic – for example, membership costs were regarded as too high by single pensioners; lapsed membership didn't appear to be followed up (or if so, only once) and membership fees weren't seen as value for money when the availability of the pavilion, eg on Saturday evenings, wasn't predictable, due to private hiring (which brought in more revenue, so was otherwise to be encouraged)
- Daytime hire by businesses should be relatively easy to grow, as facilities in MK are in short supply, though these hirings bring in modest income. However, the building layout may not have such a wide appeal as some others (where, for example, more small rooms may be available).

Cash flow is predicted to reach a point some time in November where a further injection of funds will be necessary. Councillors were asked to reflect on the position between now and the Parish Council meeting on November 6th.

Action:

All Councillors

It was agreed that further data on membership trends should be obtained in time for the next Parish Council meeting.

Action: Ian Mitchell and Jenny Brighton

Brighton

Councillors expressed the view that the next Newsletter (copy deadline Oct 11th) should carry a front-page article promoting the Pavilion. **Action: David Miller** to contact the editor. **Ian Mitchell** to ask the Pavilion Management Committee to write the article.

d. Grant requests

There had been a request from Thames Valley & Chiltern Air Ambulance Trust for funding. The clerk had included, with his report, a copy of the Parish Council's grants criteria and councillors were of the opinion that this request did not satisfy all the criteria, and no recommendation was made to the effect that a grant should be awarded.

Ward Cllr Sam Crooks joined the meeting at this point

6 Oakgrove Development

A letter, received from English Partnerships, had been circulated to councillors with the agenda papers. This advised the Parish Council that a planning application would be lodged shortly.

No further meetings of the steering group had taken place.

7 Land & Buildings Maintenance

a. Village Garden

The clerk had met Vanda Joss, who will make contact again when she has assessed the maintenance work required in the Village Garden.

b. Broughton Road Allotment ditch/culvert, tree and gates.

See minute between Agenda Items 3 and 4.

c. Broughton Bus Shelter

Alex Kidd had visited the site and tested the shelter and reported that it was not in imminent danger of collapse. The clerk had asked Bodleys to quote for a repair, but at their first visit they couldn't locate the shelter, so a map and photo had been sent. Councillors agreed that a decision to proceed with the repair could now wait until the next meeting, by which time the quotation should have been received.

8 Broughton: Provision of PC Notice-boards and Dog Waste Bins

The clerk had looked at the map of Broughton and proposed some possible locations for dog waste bins. Alex Kidd had visited the area (and the clerk also, on a subsequent occasion) and some revisions to the proposals had seemed appropriate, but the development of the area was not judged to be sufficiently far advanced to make any final recommendations.

Councillors agreed to defer any decision, but the clerk agreed to contact AH Contracts to find out the minimum quantity of bins required in order to provide an economic emptying service.

Action: David Miller

9 Matters relating to Wards

a. Middleton

Ian Mitchell reported that a new notice about dog fouling had been fixed to the pillar-box close to the most recently installed dog bin, presumably by a resident.

Alex Kidd reported that bollards had now been provided, blocking off the entrance to Southside Lane.

The Noon Layer Drive parking problem was discussed again, Derek Eastman reporting that the provision of spaces there was his first priority out of the schemes proposed to MK Council as targets for the funding that has become available. Sam Crooks advised councillors that some spaces were available in the car park near the entrance to Middleton Primary School, but these were regarded by councillors as being too far away from the flats to address the problem.

The hedging on the opposite side of the road to Woodall Close had grown to the point where visibility was impaired. Councillors agreed that **David Miller** should write to English Partnerships asking for this to be dealt with as a matter of priority.

b. Broughton & Atterbury

No matters to report.

c. MK Village

The clerk reported that the fence around the playground next to the Village Hall had been damaged and that this fencing was not on the Asset register nor covered by the Parish Council's insurance policy.

The clerk agreed to investigate which company had installed the fencing, so they could be contacted to provide a quotation for repair. **Action: David Miller**

10 Matters relating to Individual Councillors Responsibilities

a. Allotments

Already discussed – see minute between Agenda items 3 and 4.

b. MK2031/UDA Placemaking Group

Nothing to report.

Ward Cllr Derek Eastman left the meeting at this point

c. Parishes Assembly

Alex Kidd reported on the recent meeting of the Parishes Assembly.

A draft plan had been produced on the subject of **neighbourhood policing**, which will come into effect by March 2008. There is scope for a Community Support Officer, employed by Thames Valley Police, to be provided for this area, half the funding being provided externally, and the other half being shared between our Parish Council and Kents Hill and Monkston.

Discussion had taken place on the latest **Waste Development** proposals.

The Parish Council's **question on the V10** had been tabled. The next Transport Strategy document will be published in about a month's time, which will address the question of the future of the grid roads.

Alex Kidd recommended that the Parish Council be represented at these (quarterly) meetings in future and is willing to go to the next one. A rota could be established if no one councillor volunteered to be the permanent representative.

11 General Planning Applications

Ref No	Date valid	Description	Comments
06/01564/FUL	25-Sep-06	SINGLE STOREY LINK EXTENSION at The Old Schoolroom, London Road, Broughton	
06/01644/FUL	16-Oct-06	CONSTRUCTION OF THREE STOREY OFFICE BUILDING AND 93 CAR PARKING SPACES at Eastlake Park, Former Milton Campus, Tongwell Street Fox Milne MK15 0YS	
06/01678/OUT	19-Oct-06	DEVELOPMENT OF LAND FOR 'MILLENIUM COMMUNITY' COMPRISING APPROX. 2000 DWELLINGS OF WHICH 30% WILL BE AFFORDABLE HOUSING, NEIGHBOURHOOD CENTRE OF 4600 SQM GROSS INTERNAL INC OFFICES AND FOOD STORE OF APPROX. 1115 SQM, HEALTH CENTRE, NURSERY AND PUBLIC HOUS	Plans requested
06/01736/FUL	26-Oct-06	REPLACEMENT OF SUN CANOPY TO REAR ELEVATION WITH SINGLE STOREY REAR EXTENSION at 5 Luke Place, Middleton	
Permission Granted			Decision Date
06/00717/LBC	11-May-06	LISTED BUILDING CONSENT FOR ERECTION OF INTERNAL PARTITION WALL at Brook Farmhouse, Broughton Road, Milton Keynes Village	03-Oct-06
06/01264/LBC	14-Aug-06	LISTED BUILDING CONSENT FOR REPLACEMENT OF ALL EXTERNAL WINDOWS AND DOORS at 45 Walton Road, Milton Keynes Village	05-Oct-06
06/00773/LBC	23-May-06	LISTED BUILDING CONSENT FOR THE REPLACEMENT OF METAL WINDOWS WITH WOODEN WINDOWS at Brook Farmhouse, Broughton Road, Milton Keynes Village	06-Oct-06
06/01315/TCA	14-Aug-06	REMOVAL OF 3 APPLE TREES AND A PEAR TREE AND REPLACEMENT WITH DIFFERENT SPECIES, at The Granary, Broughton Road, Milton Keynes Village	06-Oct-06
06/01350/FUL	07-Sep-06	REPLACEMENT OF EXISTING UNDERGROUND STORAGE TANKS at Rexam Beverage Can (Europe And Asia) Formerly Nacanco Ltd Northfield Drive Northfield MK15 0DA	06-Oct-06
06/01322/FUL	15-Aug-06	CHANGE OF USE FROM HOTEL TRAINING CENTRE (USE CLASS C2) TO INDEPENDENT OFFICES (USE CLASS B1) at Holiday Inn Express, Tongwell Street, Fox Milne	09-Oct-06

12 Correspondence

Date received	Sent by	Item	Distribution
5-Sep-06	MK Council	Gambling Act 2005 – Draft Statement of Principles – comments invited by 14 th November	
7-Sep-06	MK Council (by email)	Safer neighbourhoods newsletter – announcement of the plan to publish a quarterly newsletter, and invitation to send in details, of any projects in our parish, by the end of October	
8-Sep-06	MK Council	Letter advising of payment of second instalment of Precept, 19 th Sept	
8-Sep-06	MK Council (by email)	Members Weekly News, Issue 36, plus attachments	
11-Sep-06	UYH Hacker Young	Letter advising of the satisfactory completion of the Audit	
13-Sep-06	SE England Regional Assembly	Partial Review of the South East Plan – Provision for Gypsy and Traveller Sites	
15-Sep-06	MK Council	Letter advising us that the Partnership Fund cheque for £3000 will be issued shortly	
15-Sep-06	MK Council	Invitation to hold an event to commemorate Holocaust Memorial Day 2007	
15-Sep-06	MK Council (by email)	Members Weekly News, Issue 37, plus attachments	
16-Sep-06	MK Council	Network News – from the Learning & Development Directorate	
18-Sep-06	MK Council (by email)	Request to display poster regarding Electric Blanket safety	
18-Sep-06	MK Council (by email)	Minutes of PDC Meeting at the end of June which considered the effectiveness of the Parish & Town Council Charter, a request to review the distribution of business rates within Milton Keynes, and the setting up of a Parishes Working Group to consider these two matters – we are now asked to comment by Nov 6th	Circulated to all councillors. No comments to be submitted.
22-Sep-06	Thames Valley & Chiltern Air Ambulance Trust	Grant Request	Agenda item 4c
22-Sep-06	MK Council (by email)	Members Weekly News, Issue 38, plus attachments	
26-Sep-06	MK Parks Trust	Copies of the Parks Trust Green Estate Strategy Plan – plus a letter asking if the PC would like them to come and talk about their work	See note below
26-Sep-06	MK Council (by email)	Antisocial Behaviour – note regarding training session, various dates offered	No takers
28-Sep-06	Broughton Fields Primary School	Letter and invoice relating to the playground project, asking the Parish Council to release the grant agreed.	Agenda item 4c
28-Sep-06	MK Council	MK Local Transport Plan 2006/7-2010/11 – Main Report	Richard Peters agreed to read
29-Sep-06	MK Council (by email)	Members Weekly News, Issue 39, plus attachments	
30-Sep-06	BALC	Matters Arising – Autumn 2006	Circulated to all councillors
2-Oct-06	MK Council (by email)	Parish & Town Council Newsletter – October 06 edition	Circulated to all councillors
2-Oct-06	East Midlands Regional Assembly	Draft East Midlands Regional Plan – comments invited. Deadline 20 th December 2006	

The clerk had also reported to councillors that the Cricket Club had contacted him to advise that their proposal to improve the edge of the cricket pitch had been scrapped owing to the difficulties presented by the proximity of the pitch to the pond where Great Crested Newts are

likely to be present.

Councillors suggested that the Parks Trust should be invited to send someone to talk about their work at the Parish Annual Assembly next April.

Councillors discussed again the incidence of traveller incursions on the edge of the V10 north of Noon Layer Drive. Although this is outside the parish, the effects are felt by Middleton residents. **David Miller** agreed to write to the Parks Trust suggesting the provision of a bund, copying in Campbell Park PC, in whose parish this section of road is situated.

The Councillor responsible for reading correspondence in October will be **Monica Watkins**

13 Any Other Business

Nothing to report.

14 Dates of Meetings

Confirmation of date of next meeting.

November 6th. (apologies from Ian Corlett)

2006.

Signed.....6th November

DJM

Mr A Kidd