

## MINUTES OF THE PARISH COUNCIL MEETING Held on 2 October 2017 at 19h15 at 27 Atlas Way, Oakgrove, MK10 9SG

Meeting Started 19h15

Ref	Item	Time
1.	<b>Apologies</b> : Cllr J Brighton (JeB), Cllr J Chambers (JC), Cllr Y Olayemi (YO), Cllr C Craig (CC), Cllr D Hudson (DH).	
	<b>Present:</b> Cllr D Monk (DM)-Chair, Cllr T Small (TS)-Vice Chair, Cllr J Bint (JoB), Cllr L Swinton (LS), Cllr J Small (JS), Cllr M Solanki (MS).	
	Resignation: Cllr G Stimson (GS).	
	In attendance: Vicky Mote (Clerk) and 14 members of public.	
2.	<b>Minutes</b> of the Parish Council Meeting held on 4 September 2017 were confirmed as a true record and signed by Cllr DM (Chair).	
3.	Declaration of Interest:	
	Cllr JoB – Item 5-Planning	
4.	Finance 4.1 Appeal for Funding 4.1.1 All Saints Church (Patricia Sawyer)-Requested a grant for a Lawnmower. RESOLUTION: All agreed their request of £749.	Clerk
	Payments Clerk presented the payment.	

RESOLUTION: Council approved payment list presented; duly signed by Cllr's DM and JS.

STATEMENT BALANCES		
Treasurers Account	Balance 27 Sept 17	£31,589.51
30 Day Bank Instant Account	Balance 27 Sept 17	£110,703.99
Public Sector Deposit Fund	Balance 31 Aug 17	£25,000.00
Total		£167,293.50

RECEIPTS				
Date	Payee	Expense	Method	Rec
2-Aug	Public Sector deposit fund	Interest	BACS	£4.05
9-Aug	Interest - 30-Day A/C	Interest	BACS	£1.30
8-Aug	Saelg (K45)	Allotment Plot/Key Deposit	BACS	£45.00
21-Aug	Hadfield (12)	Allotment Plot/Key Deposit	BACS	£35.00
22-Aug	Wheatley (40)	Allotment Plot/Key Deposit	BACS	£35.00
24-Aug	Thuo	Allotment Plot/Key Deposit	BACS	£35.00
4-Sep	Public Sector deposit fund	Interest	BACS	£4.03
7-Sep	Franczak(15)	Allotment Plot/Key Deposit	BACS	£45.00
13-Sep	Clarke (18)	Allotment Plot/Key Deposit	BACS	£35.00
15-Sep	Milton Keynes Council	Precept Balance	BACS	£48,965.50
20-Sep	HMRC	2016/17 VAT Refund	BACS	£9,053.70
11-Sep	Interest - 30-Day A/C	Interest	BACS	£1.53
25-Sep	Hindson	Allotment Plot/Key Deposit	BACS	£45.00
27-Sep	Cox	Allotment Plot/Key Deposit	BACS	£45.00

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		PAYMENT	S			
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e	Payee	Expense	Method	Net	VAT	Payment
8/8	Vicky Mote	Expenses	BACS	£470.72		£470.7
8/8	EDF Energy	Oakgrove Office	BACS	£8.91		£8.9
6/8	Virgin Mobile	Mobile Phone	DD	£6.00		£6.0
9/8	Bucks County Council	Pensions Jul 17	BACS	£133.06		£133.0
9/8	Steve Dear Tree Surgery	Tree Pavilion	BACS	£370.00	£74.00	£444.0
15/8	BT Business	Pavilion-to recharge	BACS	£129.00	£25.80	£154.8
27/8	Connexin	Oakgrove Phones-Jul 17	DD	£50.00	£10.00	£60.0
27/8	Connexin	Oakgrove Phones- Aug 17	DD	£50.00	£10.00	£60.0
26/8	Mrs A McNaughton	Salary Aug 17	BACS	£576.78		£576.7
28/8	Vicky Mote	Salary Aug 17	BACS	£1,729.52		£1,729.5
4/9	Mr C Bowker	Contractor Aug 17	BACS	£332.13		£332.1
6/9	Virgin Mobile	Mobile Phone	DD	£6.00		£6.0
7/9	HMRC	Tax + NI Aug 17	BACS	£716.98		£716.9
7/9	Mr Barry Starling (K45)	Allotment Deposit Refunds	BACS	£45.00		£45.0
7/9	Bespoke Media	Domain Renewal	BACS	£55.00	£11.00	£66.0
11/9	Mr Benjamin Teisseirie (M18)	Allotment Deposit Refund	C1842	£10.00		£10.0
11/9	Marcus Young Landscaping	Landscaping-Jul + Aug 17	BACS	£1,279.99		£1,279.9
11/9	Marcus Young Landscaping	Bins-Jul + Aug 17	BACS	£1,066.46		£1,066.4
11/9	Borland Property Maintenance	Oakgrove (PAT, Risk,Heaters)	BACS	£261.60		£261.6
11/9	BT Business	Oakgrove Internet 1 Aug-30 Oct	BACS	£105.00	£21.00	£126.0
14/9	Bucks County Council	Pensions Aug 17	BACS	£672.85		£672.8
15/9	Middleton & MKV Community Group	Grant	BACS	£900.00		£900.0
21/9	Virgin Mobile	Mobile Phone	DD	£6.00		£6.0
27/9	Bespoke Media	Autumn Newsletter Print	BACS	£385.45		£385.4
27/9	Sure2Door	Autumn Newsletter Delivery	BACS	£561.00	£112.20	£673.2
Total	Sept 17			£9,927.45	£264.00	£10,191.

## 5. **Planning Applications** (fixed item).

17/00541/FUL-Section 106 Requirements

Councillors asked for further clarity on how S106 requirements are set; can the funds be used elsewhere within the parish, using the same category but where the requirement is greater. For example, do the funds under Sports Hall have to be specifically used for the Broughton Pavilion or can these funds also be used on the Middleton Pavilion? Same for Health Facilities, is the greatest need at Brooklands Health Centre within the Parish or Milton Keynes Village Practise?

RESOLUTION: Delegated decision to Cllr DM (Chair) to collate Councillor suggestions and liaise with Jonathan Robinson (MKC-Senior Planning Obligations Officer) if required. Circulate collated suggestions and then submit on behalf of the Parish Council.

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ALL/ DM



6.	Consultations Papers (fixed item). 6.1 <u>Draft Supplementary Planning Document Consultation 15/08-27/10.</u> Cllr JoB gave a brief overview with some examples of how the Planning Document is drawn up and what is taken into consideration.  RESOLUTION: Clerk to collate any comments put forward by councillors, circulate and then respond	ALL/ Clerk
	on behalf of the Parish Council by the deadline.  6.2 The 2018-19 Local Government Finance Settlement 14/09/17-26/10/17.	
	There were no comments made.	
7.	Middleton Pavilion Cllr TS gave an overview of meeting held on 12/09/17, Clerk to circulate copy of minutes.	Clerk
	7.1 <u>Container for storage</u> Football + Cricket teams (Neil Cressy).	
	RESOLUTION: Proposed grant MK Pavilions the permission to install a container in line with their proposal subject to any required planning permission being granted. An amendment to the lease agreement will be made to cover the conditions of the Parish's permission (including position, colour, fencing and electrical power installation).  FOR: Cllr's DM, TM, TS, LS, MS.  AGAINST: Cllr JS, Cllr JoB (abstained).	
	7.2 <u>New Signage</u> . RESOLUTION: Agreed to the new sign subject to clarification on the existing lighting. Agreed to example showing "Middleton Pavilion" in white writing.	
	7.3 Landscaping clearance (side of garage opposite Pavilion). RESOLUTION: Agreed that the Parish Council would clear the historic rubbish and overgrown landscaping, ongoing maintenance will fall under MK Pavilions tenancy agreement.	
8.	<b>Speeding-Worrell Avenue</b> Council discussed a complaint made by residents living on Worrell Avenue. Cllr DM stated that the Parish Council is very limited with regard to accountability on this matter as it falls under Milton Keynes Council Highways.	
	Cllr JoB gave an update regarding residents calling for a 20 mile/hour speed limit in this area, which MKC are supportive of; Cllr JoB will come back with a proposal once all parties have come up with a solution.	
	There is a general speeding issue in many areas across the Borough of Milton Keynes and quite often when residential roads meet grid roads with a national speed limit of 50-70 mph. Ward Councillor Crooks advised that residents in Broughton/Brooklands were trying to raise funds for a resident operated and police recommended speed monitoring system and that he wished the Parish Council to look favourably on a forthcoming request for contributory funds. If this was purchased it could then be used across the parish in other speeding hot spots.	
9.	Crest Nicholson Consultation Play areas  Clerk confirmed that she has been chasing and is still waiting for the results from Crest Nicholson.  RESOLUTION: Clerk to keep chasing and carry forward to November meeting.	Clerk
10.	Parish Council Policies  Clerk presented list of existing Policies and when last reviewed.  Cllr DM proposed that the statutory policies such as Standing Orders, Financial Regulation and Risk Assessments are reviewed annually; all other reviewed every two years.  RESOLUTION: Agreed that the task of reviewing policies sits within the HR Committee; help will be requested from Council if and when required.	ALL/ Clerk
	RESOLUTION: All Councillors to review the existing list and forward any suggested additions to the Clerk to collate and present at the November meeting.  RESOLUTION: Clerk to put a "holding comment" on the website stating that policies currently under review.	
11.	MKC-Housing and Regeneration (Agile working)  MKC requested a desk for one day a week (Anthonia Fagbura).  RESOLUTION: Agreed in principle if there is a direct benefit to our Parish, Clerk to get more information from MKC and circulate to Councillors.  FOR: Cllr'S DM, TS, JoB, LS, JS. AGAINST: Cllr MS.	Clerk
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12.	Telephone Box Defibrillator	Clerk
12.	Discussed proposal put forward by Michael Held, Cllr DM proposed that this was an idea we should	CICIK
	support in principle subject to it being financially acceptable and that we should do the same in the	
	Broughton telephone box that we are about to adopt.	
12	RESOLUTION: All agreed, Clerk to respond to Michael Held.  General Data Protection Regulation (GDPR)	Clerk
13.		Cierk
	Clerk presented a summary update on how GDPR would impact the Parish Council and what is	
	required to ensure we comply by May 2018.	
	RESOLUTION: Council appointed the Parish Clerk as the DPO, Clerk to get the required training.	
	RESOLUTION: Clerk to present a Project Plan to the November meeting.	CI I
14.	MK Citizens Advice Outreach Service	Clerk
	Clerk gave an update; joint programme with Kents Hill and Monkston Parish Council not currently	
	possible due to both Kingston Library and consultants availability; MKCAB has agreed to run the	
	service from our Oakgrove office at the same rate.	
	RESOLUTION: Agreed to move service to Oakgrove office and review uptake and feedback on	
4.5	accessibility to location.	514
15.	Milton Keynes Association of Local Councils (MKALC)	DM
	Clerk presented Council with the details of MKALC and asked if they wish to join. Council felt there	
	might be possible crossover with Parish Forum.	
	RESOLUTION: Cllr DM will network with other Councillors at the next Parish Forum to get a better	
	understanding of Association and what they offer, carry forward to November meeting.	
16.	WORKING PARTY UPDATES (Fixed Items)	Clerk
	46.4B	
	16.1 Property & Land (TS, JS, DM, CB)	
	Cllr TS gave an overview following the working group meeting, clerk to circulate minutes.	
	Village Green private usage	
	RESOLUTION: All agreed not to be used for private functions or classes, can be used for	
	approved events where it is open to the whole community.	
	Middleton Pavilion Valuation	
	Clerk request a budget to get the pavilion valuated for insurances purposes in readiness for	
	18/19 precept planning; last valued in 2003.	
	Cllr JoB proposed Council takes the 2003 value and look at the market history and apply the	1.0
	relevant increase; Clerk to send 2003 value to Cllr JoB.	JoB
	DECOLUTION. Clark to find out from Income on agreement if OV to comb make make and active on	
	RESOLUTION: Clerk to find out from Insurance company if OK to apply relevant market value or	
	whether valuation certificate required. All agreed to devolve the decision making to Cllr DM	
	(Chair) and TS (Vice Chair) up to a value of £1,000 for valuation subject to insurance response.	
	16.2Technology (GS, JoB, LS, TS, MS, Clerk)	
	Cllr MS and Clerk gave an overview of progress. Three quotes obtained from suppliers	
	recommended by other Parish Council users.  Majority of Warking Group recommended Cloudy IT - Cllr DM requested that as Cllr TS had not	
	Majority of Working Group recommended Cloudy IT. Cllr DM requested that as Cllr TS had not	
	had the opportunity to review all the quotations, he be given two weeks to do so before final	
	decision made. Cllr MS urged the council to progress this matter with urgency in view of risk to	
	'business continuity' in event of a data loss through disaster or accident.	
	RESOLUTION: All agreed to go ahead with Cloudy IT subject to the following:	
	Clir TS has two weeks to review quotations and feedback any concerns or questions.	TS/DM
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	Clerk to circulate the details of what the monthly support fee covers.	
	Authority to go ahead was devolved to Cllr DM (Chair) and Cllr TS (Vice Chair) once assurances were obtained about the provision of cover that was included.	
	were obtained about the provision of cover that was included.	
	16.3Ground Maintenance (JS, DH, JoB, Clerk, CB)	
	Clerk gave an update following ecologist visit to Kemsley and Walton Rd allotments sites on	
	Thurs 28/09/17, report with guidance from Bernwood to follow.	
	mais 20/07/17, report with guidance from Dernwood to follow.	
	RESOLUTION: Devolved decision to Cllr's DM (Chair) and TS (Vice Chair) and Clerk for approval	
	up to £3,000 on the following:	
	Cranmore Allotment rubbish clearance circa £150	
	Kemsley Allotment rubbish clearance circa £400	
	Kemsley Allotment Health & Safety sign+installation circa £200	
	Tree removal as recommended in Tree Survey (11 remove, 1 coppice, 9 grind out) £1,200	
	Remove Poplar Tree near car park near Village Hall (public risk) £1,000	
	remove ropiai Tree near car park near village Hall (public risk) £1,000	L

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17	16.4 <u>Strategy (TS, JoB, CC)</u> RESOLUTION: Cllr TS asked Clerk to set up a meeting.  16.5 <u>Human Resources (DM, TS, JeB)</u> Due to meeting time, Cllr TS asked that the new Time in Lieu (TOIL) policy be carried forward to the November meeting. RESOLUTION: All agreed.	Clerk Clerk
17.	Councillor Reports and Items for Future Agenda Ward Councillor Sam Crooks gave an update on the Hindu Association quoting: "The Hindu Trustees have come to an agreement with the Council about the future of their hut. Basically the Council will not enforce demolition so long as there is an anticipated start and completion date for Phase 1 of the new centre. Currently this is foreseen as start in November, completion late spring. The Trustees are to provide the Council with a monthly update on progress. Should there be any significant slippage in these plans the Council will review the position of the hut."	
	If there isn't a start in November then Milton Keynes Council will demolish the hut. There are ongoing meetings to work out condition on hours of work, noise and dust etc. After March '18, arrangements for managing traffic flow and some kind of protocol will need to be discussed and agreed between the Hindu and Residents Association's.  The Residents Association still has a concern regarding Ferry Meadows Close, which is very narrow and the accessibility for the emergency services to the local aging residential community. The new Chairman of the Residents Association confirmed that they were agreeable to working out a protocol and approach with the Hindu Association for management of events regarding traffic flow and emergency service vehicle accessibility.	
19.	<b>Next Meeting (s):</b> Monday 6 November 2017; Council resolved to move December meeting to Monday 11 December 2017.	

Meeting Ended at 22h00

Signature:	
Name/Position:	
Date:	

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