

## PARISH COUNCIL MEETING

### MINUTES OF THE PARISH COUNCIL MEETING

**Held on 1 October 2018 at 19h15 at 27 Atlas Way, Oakgrove, MK10 9SG**

Councillors Present: Cllr D Monk (DM)-Chair, Cllr T Small (TS)-Vice Chair, Cllr J Bint (JB), Cllr J Small (JS), Cllr Y Olayemi (YO), Cllr Liz Swinton (LS), Cllr Ricky Oates (RO), Cllr Patrick Stiles (PS), Cllr Mez Solanki (MS)

Officers Present: Vicky Mote (Clerk/RFO)

Also Present: Colin Bowker (Contractor), Ward Councillor Sam Crooks, Wayne Samuels (RTM Landscapes), Chris Davies (Internal Auditor).

Chair opened meeting with Public Open Session at 19h15

Ref	MINUTE	Action																																																												
FC18/19-01	<b>Apologies:</b> To receive, note and agree apologies for absence. RESOLVED to accept apologies from Cllr JC (medical), Cllr TS arrived at 19h30																																																													
FC18/19-02	<b>Public question time:</b> There were no comments.																																																													
FC18/19-03	<b>Minutes</b> RESOLVED to agree as a correct record the Minutes of the Parish Council meeting held on 3 September 2018, which were then duly signed by Cllr DM (Chair)..																																																													
FC18/19-04	<b>Declaration of Interest:</b> Cllr JB, who is a member of the Development Control Panel declared an interest in item FC18/19-06 Planning. He will not express any opinion on planning applications however, is happy to comment on any planning processes.																																																													
FC18/19-05	<p><b>Finance</b>  <b>5.1 Payments</b>  RESOLVED to ratify a list of payments made or due to be made since the last meeting, signed by Cllr's DM, JS</p> <p style="text-align: center;"><b>Broughton &amp; Milton Keynes Parish Council</b>  <b>Current Bank A/c</b>  <b>List of Payments made between 01/09/2018 and 01/10/2018</b></p> <table border="1"> <thead> <tr> <th>Date Paid</th> <th>Payee Name</th> <th>Reference</th> <th>Amount Paid</th> <th>Transaction Detail</th> </tr> </thead> <tbody> <tr> <td>03/09/2018</td> <td>KC42-Harwood</td> <td>CHQ1851</td> <td>£20.00</td> <td>KC42 Key Deposit Refund</td> </tr> <tr> <td>03/09/2018</td> <td>KC30-Morrison</td> <td>CHQ1850</td> <td>£10.00</td> <td>KC30-Key Deposit Refund</td> </tr> <tr> <td>03/09/2018</td> <td>KC17-Reid</td> <td>CHQ1849</td> <td>£10.00</td> <td>KC17-Key Deposit Refund</td> </tr> <tr> <td>06/09/2018</td> <td>RTM Landscapes</td> <td>BACS</td> <td>£512.40</td> <td>Allotment Repairs</td> </tr> <tr> <td>09/09/2018</td> <td>KC24-Szczesniak</td> <td>BACS</td> <td>£10.00</td> <td>KC24-Key Deposit Refund</td> </tr> <tr> <td>09/09/2018</td> <td>KC13-Martin</td> <td>BACS</td> <td>£10.00</td> <td>KC13-Key Deposit Refund</td> </tr> <tr> <td>09/09/2018</td> <td>KC66-Hindson</td> <td>BACS</td> <td>£10.00</td> <td>KC66-Key Deposit Refund</td> </tr> <tr> <td>09/09/2018</td> <td>KC68</td> <td>BACS</td> <td>£20.00</td> <td>KC68-Key Deposit Refund</td> </tr> <tr> <td>09/09/2018</td> <td>KC19-Wilson</td> <td>BACS</td> <td>£10.00</td> <td>KC19-Key Deposit Refund</td> </tr> <tr> <td>09/09/2018</td> <td>KC41-Rucki</td> <td>BACS</td> <td>£10.00</td> <td>KC41-Key Deposit Refund</td> </tr> <tr> <td>09/09/2018</td> <td>KC39-Galsworthy</td> <td>BACS</td> <td>£10.00</td> <td>KC39-Key Deposit</td> </tr> </tbody> </table>	Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail	03/09/2018	KC42-Harwood	CHQ1851	£20.00	KC42 Key Deposit Refund	03/09/2018	KC30-Morrison	CHQ1850	£10.00	KC30-Key Deposit Refund	03/09/2018	KC17-Reid	CHQ1849	£10.00	KC17-Key Deposit Refund	06/09/2018	RTM Landscapes	BACS	£512.40	Allotment Repairs	09/09/2018	KC24-Szczesniak	BACS	£10.00	KC24-Key Deposit Refund	09/09/2018	KC13-Martin	BACS	£10.00	KC13-Key Deposit Refund	09/09/2018	KC66-Hindson	BACS	£10.00	KC66-Key Deposit Refund	09/09/2018	KC68	BACS	£20.00	KC68-Key Deposit Refund	09/09/2018	KC19-Wilson	BACS	£10.00	KC19-Key Deposit Refund	09/09/2018	KC41-Rucki	BACS	£10.00	KC41-Key Deposit Refund	09/09/2018	KC39-Galsworthy	BACS	£10.00	KC39-Key Deposit	Clerk
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09/09/2018	KC36-Maddocks	BACS	£10.00	KC36-Key Deposit Refund	
09/09/2018	KC27-Taylor	BACS	£10.00	KC27-Key Deposit Refund	
09/09/2018	KC08-Brodie	BACS	£10.00	KC08-Key Deposit Refund	
09/09/2018	KC06-Dinwoodie	BACS	£20.00	KC06-Key Deposit Refund	
09/09/2018	MD06-Gebhardt	CHQ1852	£25.00	MD06-Plot Deposit Refund	
09/09/2018	Colin Bowker	BACS	£343.33	Contractor-Aug 18	
09/09/2018	BT Business	BACS	£131.04	Internet Office Aug-Oct	
09/09/2018	Anglian Water	BACS	£116.80	Anglian Water-Office	
10/09/2018	Anglian Water	BACS	£17.12	BR Allotment	
10/09/2018	Anglian Water	BACS	£69.91	MD Allotment	
10/09/2018	Anglian Water	BACS	£15.76	Paddock Water	
10/09/2018	Anglian Water	BACS	£14.41	WR Allotment	
10/09/2018	Julie Munn	BACS	£40.50	Office Cleaning Jul+Aug 18	
21/09/2018	KC14-Przeszlo	BACS	£10.00	KC14-Key Deposit Refund	
21/09/2018	PKF Littlejohn LLP	BACS	£480.00	External Audit 17/18	
21/09/2018	Cloudy IT Ltd	BACS	£54.00	Clerk Laptop Screen	
21/09/2018	Crest Nicholson	BACS	£2,160.00	Office Rent Sep-Dec 18	
21/09/2018	Connexin Internet Phone Co	DD	£60.00	Office Phones (4)	
21/09/2018	Virgin Mobile	DD	£6.19	Mobile Phone-Sep 18	
25/09/2018	MK Pavilions Ltd	CREDIT	£128.83	Credit VAT	
01/10/2018	Colin Bowker	BACS	£430.39	Contractor-Sept 18	
01/10/2018	Borland Property Maintenance	BACS	£91.20	PAT Testing	
01/10/2018	Fire & Electrical Safety	BACS	£60.00	Bi Annual Fire Alarm	
01/10/2018	Anglian Water	BACS	£50.96	Cranmore Allotment	
01/10/2018	AC&D Morgan	CHQ1853	£93.67	MKV Bench Repairs	
<b>Total</b>			<b>£5,081.51</b>		
<b>Bank Account Balances as at 30/09/18</b>					
Lloyds Current Account				£122,434.18	
Lloyds Deposit Account				£31,605.26	
Public Sector Deposit Account				£25,000.00	
<b>Total Funds</b>				<b>£179,039.44</b>	
<b>5.2 External Audit</b>					
NOTED positive result with one minor observation; section 1 should be approved before section 2; minutes showed in reverse.					
<b>5.3 Income &amp; Expense vs Budget YTD ending 31/08/18 presented by RFO.</b>					
NOTED that no concerns raised, overall budget in line with plan.					
FC18/19-06	<b>Planning Applications</b> (fixed item). To agree any comments, support or objections to current planning applications, list circulated prior to meeting. Details: <a href="https://www.milton-keynes.gov.uk/planning-and-building/planning-apply-pay-view">https://www.milton-keynes.gov.uk/planning-and-building/planning-apply-pay-view</a>				Clerk
RESOLVED no comments on the following: 18/02077/FUL-1 Northend House, Willen Rd, Milton Keynes Village; 18/01981/FUL-9 Dean Forest Way, Broughton;					

	<p>18/02070/DISCON-land to south of Wansford Avenue, Atterbury; 18/02093/FUL-Brooklands Development Site, Countess Way; 18/02216/ADV-land corner of Fen Street; 18/02227/FUL-19 Whitehaven Close, Broughton; 18/02253/FUL-13 Watercross Way, Broughton; 18/02297/FUL-Active House, Unit K, Brooklands; 18/02301/FUL-22 Savonia Boulevard, Brooklands; 18/02288/FUL-20 Littlestone Gate, Broughton;</p> <p>RESOLVED to object to the proposed development on the grounds of T15 Parking Provision. 18/02262/FUL-23 Poulter Croft, Middleton, MK10 9SY</p> <p>RESOLVED to appoint Cllr PS as the Chair of the Planning &amp; Licensing Committee.</p>	
FC18/19-07	<p><b>Licensing Applications:</b> (fixed item). To agree any comments, support or objections to current planning applications, list circulated prior to meeting. No applications to report on.</p>	Info
FC18/19-08	<p><b>Consultations Papers</b> (fixed item). To agree Parish Council responses to current consultations.</p> <p>8.1 <b>Housing Strategy</b> Consultation, period 30/07/18 – 21/10/18. RESOLVED that Cllr TS collate feedback from council and forward to Clerk for submission before end date.</p> <p>8.2 <b>Fen Street</b> outside Brooklands Farm Primary School – Proposed Zebra Crossing; RESOLVED to respond in support of proposal.</p> <p>8.3 <b>Countess Way</b> north of Torrington Drive – Proposed Zebra Crossing The consultations for 7.2 and 7.3 started 21/09/18 and ends at 5pm on 02/11/18. RESOLVED to respond in support of proposal.</p>	Clerk
FC18/19-09	<p><b>Devolution (Landscaping)</b> <i>Chair brought item forward at 19h18</i></p> <p>9.1 RTM Landscapes Presentation on costs. Wayne Samuel (WS) from RTM Landscapes presented the actual cost on like for like bill of quantities provided by Milton Keynes Council (MKC). WS commented, having experience of working with circa 20 Parish Councils across Bucks and Northants who have taken on devolved landscaping, it is important to base costs on the specific requirements of each Parish Council as all are very different. The key is to work with each individual parish over time, which will evolve depending on resident's expectations and cost. NOTED cost based on MKC bill of quantities at £31K and additional items for consideration.</p> <p>9.2 Council to make final decision on landscaping devolution from 2020. RESOLVED to go ahead with devolved landscaping from 2020, subject to the final contractual details being acceptable to the Parish Council. Clerk to pursue the answers to questions put to Cllr Peter Marland. RESOLVED that Council to send Clerk any further outstanding unanswered questions w/e 07/10/18 to forward to MKC before deadline of 31/10/18.</p> <p>Voted FOR: Cllr's LS, MS, YO, GB, TS, DM, JS Voted AGAINST: Cllr's JB, PS, RO</p>	Council, Clerk
FC18/19-10	<p><b>Parish Survey</b>, Cllr Tim Small to present proposal for approval. RESOLVED to pass to the new Media and Communications working group to debate further and put forward recommendation to full council.</p>	Cllr GB

FC18/19-11	<p><b>Councillor Vacancy</b>, Council to consider the following in line with Co-option Policy:</p> <p>11.1 Skill based or general advert;</p> <p>11.2 Timeline;</p> <p>11.3 Two councillors to carry out interviews.</p> <p>RESOLVED to advertise vacancy with no specific skill base (11.1); advertise through the month of October (11.2); Cllr's DM, TS, PS will be available for interviews.</p>	Clerk
FC18/19-12	<p><b>WORKING PARTY UPDATES</b> (Fixed Item) Chair of working groups to give updates and council to agree next steps on any actions.</p> <p>12.1 <u>Property &amp; Land</u> (TS, JS, DM, CB, Clerk) Cllr TS confirmed next meeting on Wed 7 Nov at 19h30.</p> <p>12.2 <u>Technology</u> (JB, LS, TS, MS, Clerk) Cllr MS asked if Technology WG should be disbanded, Clerk confirmed it was minuted 02/07/18 that this group will be disbanded once new Media &amp; Communications WG was up and running and sufficient hand-over process has taken place.</p> <p>12.3 <u>Media &amp; Communications</u> (GB, PS, LS, JC, JS, Clerk) Cllr GS to set up the first meeting to discuss the Parish Survey.</p> <p>12.4 <u>Strategy</u> (All Councillors (All Councillors)) Cllr DM re confirmed Strategy meeting on 22/10/18. RESOLVED that all councillors to send their top 3 topic of importance and Cllr DM to circulated the final agenda.</p> <p>RESOLVED to hold a closed Precept planning meeting on 26/11 at 19h30.</p> <p>12.5 <u>Human Resources</u> (DM, TS, Clerk)</p>	Cllr TS, GS, DM
FC18/19-13	<p><b>Correspondence</b>; none to bring to Councils attention.</p>	Info
FC18/19-14	<p><b>Councillor Reports and Items for Future Agenda</b></p> <ol style="list-style-type: none"> <li>1. Cllr JS requested an update on MK Citizen Advice Bureau outreach service and grant given to Broughton &amp; Brooklands Community Connectors for school summer play sessions.</li> <li>2. Cllr DM updated council on meeting regarding access to Ferry Meadows development, Clerk to add as future agenda item.</li> <li>3. Cllr JB updated council on travellers recently cited at Magna Park, which is not parish council owned land. Milton Keynes Council is currently looking at their public owned land that is vulnerable. Cllr JB recommended that the Parish Council ask their Warden to assess any parish owned land.</li> <li>4. Cllr Sam Crooks confirmed traveller had now moved on to Birmingham.</li> </ol>	Clerk
FC18/19-15	<p><b>Next Meeting:</b> Parish Council meeting 5 November 2018</p>	Info

Meeting ended 21h17

SIGNATURE:	
NAME/POSITION:	
DATE:	