

PARISH COUNCIL MEETING

MINUTES OF THE PARISH COUNCIL MEETING

Held on 5 March 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 Chambers (JC), Cllr J Bint (JoB), Cllr J Small (JS), Cllr Y Olayemi (YO), Cllr Delroy Hudson (DH), Cllr Liz Swinton (LS).

Officers Present: Vicky Mote (Clerk/RFO)

Also Present: Colin Bowker (Contractor), 10 members of the public (includes 3 co-opted).

Chair opened the meeting with Public Open Session at 19h15,

Ref	Item	Time																																																							
1.	Apologies received and accepted from Cllr M Solanki (MS).																																																								
2.	Minutes of the Parish Council Meeting held on 12 February 2018 were amended, dated and adopted as a true copy and signed by Cllr DM (Chair).																																																								
3.	Declaration of Interest: Cllr JoB, who is a member of the Development Control Panel declared an interest in item 5- Planning. He will not express any opinion on planning applications however, is happy to comment on any planning processes.																																																								
4.	Co-Option , Council to co-opt three seats. Cllr DM introduced 3 candidates present, having pre circulated their applications and after providing a brief summary he asked Council if they had any further questions, none presented. Following 4 interviews with the HR Working Group, Cllr DM proposed Gary Brighton, Ricky Oates and Patrick Stiles be co-opted, having already qualified in attending two consecutive meetings. One further candidate has yet to qualify and will be kept informed of when the next available seat is advertised. RESOLVED: All agreed, they were duly co-opted as follows: Gary Brighton to Milton Keynes Village Ward (includes Middleton & Oakgrove). Ricky Oates & Patrick Stiles to Broughton & Atterbury Ward (includes Brooklands). They signed their acceptance of office and will join Full Council at the table at the next meeting on 9 April 2018.	Clerk																																																							
5.	Finance 5.1 Appeal for Funding no application to discuss. 5.2 Payments Clerk presented both the Payments and Trial Balance finance report(s) and explained system glitch, had to reverse two payments. RESOLVED that Council approved payments list presented, duly signed by Cllr DM and Clerk. <table border="1" data-bbox="204 1630 1337 2067"> <thead> <tr> <th colspan="5">Current Bank A/c</th> </tr> <tr> <th colspan="5">List of Payments made between 09/02/2018 and 28/02/2018</th> </tr> <tr> <th>Date</th> <th>Payee Name</th> <th>Ref</th> <th>Paid</th> <th>Transaction Detail</th> </tr> </thead> <tbody> <tr> <td>12/02</td> <td>BT Business</td> <td>BACS</td> <td>£160.92</td> <td>Middleton Pavilion Internet</td> </tr> <tr> <td>14/02</td> <td>Vicky Mote</td> <td>BACS</td> <td>£263.00</td> <td>Reimbursement-SLCC/ALCC</td> </tr> <tr> <td>18/02</td> <td>HMRC</td> <td>BACS</td> <td>£258.00</td> <td>Tax+NI-Dec 17</td> </tr> <tr> <td>18/02</td> <td>Marcus Young Landscapes</td> <td>BACS</td> <td>£496.80</td> <td>Bin Servicing-Dec 17</td> </tr> <tr> <td>18/02</td> <td>Marcus Young Landscapes</td> <td>BACS</td> <td>£514.00</td> <td>Landscaping-Dec 17</td> </tr> <tr> <td>18/02</td> <td>Garage Door Centre</td> <td>BACS</td> <td>£1,450.16</td> <td>Garage Doors</td> </tr> <tr> <td>18/02</td> <td>Marcus Young Landscapes</td> <td>BACS</td> <td>-£496.80</td> <td>Bin Servicing-Dec 17</td> </tr> <tr> <td>18/02</td> <td>Marcus Young Landscapes</td> <td>BACS</td> <td>-£514.00</td> <td>Landscaping-Dec 17</td> </tr> </tbody> </table>	Current Bank A/c					List of Payments made between 09/02/2018 and 28/02/2018					Date	Payee Name	Ref	Paid	Transaction Detail	12/02	BT Business	BACS	£160.92	Middleton Pavilion Internet	14/02	Vicky Mote	BACS	£263.00	Reimbursement-SLCC/ALCC	18/02	HMRC	BACS	£258.00	Tax+NI-Dec 17	18/02	Marcus Young Landscapes	BACS	£496.80	Bin Servicing-Dec 17	18/02	Marcus Young Landscapes	BACS	£514.00	Landscaping-Dec 17	18/02	Garage Door Centre	BACS	£1,450.16	Garage Doors	18/02	Marcus Young Landscapes	BACS	-£496.80	Bin Servicing-Dec 17	18/02	Marcus Young Landscapes	BACS	-£514.00	Landscaping-Dec 17	
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	19/02	Cloudy IT Ltd	BACS	£652.90	IT Upgrade Final 10%	
	27/02	Bucks County Council	BACS	£750.30	Pension-Feb 18	
	27/02	HMRC	BACS	£872.61	Tax+NI-Feb 18	
	27/02	Mrs A McNaughton	BACS	£576.78	Salary-Feb 18	
	27/02	Vicky Mote	BACS	£1,938.34	Salary-Feb 18	
	Payment Total			£5,214.85		
	Bank Account Balances as at 28/02/18					
	Current Bank A/C			£56,610.68		
	30 Day Account			£31,582.81		
	Public Sector Deposit Fund			£25,000.00		
6.	<p>Planning Applications (fixed item). 18/00273/FUL, 88 Milton Rd, Broughton 18/00200/DISCON, Parcel 7C Land, South of Countess Way 18/00345/FUL, Land corner of Fen Street and Countess Way 18/00321/FUL, Cooks Place, Brooklands 18/00356/FUL, Broughton House, London Rd, Broughton 18/00392/FUL, 92 Tanfield lane, Broughton 18/00418/TCA, T1(Lime Tree) Charwood, London Rd, Broughton 18/00407/ADVMK, Griffiths Gate Roundabout, Middleton 18/00400/DISCON, Port Melon, London Rd, Broughton 18/00450/FUL, 27 Melon, London Rd, Broughton 18/00455/FUL, 500 Milton Rd, Broughton</p> <p>RESOLVED that no comments to add.</p>					
7.	<p>Licensing Applications: (fixed item) To consider and agree any comments, support or objections to current licensing applications. No licencing applications received.</p>					
8.	<p>Consultations Papers (fixed item). To consider and agree Parish Council responses to current consultations. 8.1 Milton Keynes Site Allocations Plan: Schedule of Main Modifications ending 4 April 18 (James Williamson)</p> <p>Cllr DM gave a brief overview and discussed the site between Oakgrove School and Tyhurst, Middleton, which is owned by the Oakgrove School Academy. Confirmed that there will be circa 60 houses proposed for this site with access onto Tyhurst, which will cross the land owned by the Parish Council. Cllr DM proposed that the Parish Council responds stating that they are not happy for this land to be developed unless more satisfactory access proposed.</p> <p>RESOLVED that the Parish Council responds stating that it stands by its original comments; remains unhappy; its established position is that it has no intention to grant permission; proposed access will have significant impact on existing planned area and residents; will only consider taking forward if another access route is proposed.</p>					Clerk
9.	<p>General Data Protection Regulation (GDPR)-Fixed Item, Clerk gave an update on requirement for a Data Sharing Agreement under the new GDPR regulations due 25 May 2018.</p> <p>9.1 Council not comfortable with adopting agreement until further clarity provided. Clerk confirmed, attending GDPR course on 14/03/18, with both Cllr YO and Alison (administrator) and will circulate further clarity when available. Clerk reiterated that Council should be applying existing Data Protection Principles already. RESOLVED that the Data Sharing Agreement will be carried forward to April meeting.</p>					Clerk / All

	<p>9.2 Clerk to presented System Access Control structure for approval. RESOLVED that Council adopt the system access control structure and that the Clerk will now release the parish council email addresses to each councillor.</p>	
10.	<p>Neighbourhood Plan Council to consider; last reviewed on 3 September 2012. Cllr JoB gave an overview of what a Neighbourhood Plan covers.</p> <p>RESOLVED that Council will take this topic to the Strategy meeting on Mon 12/03/18 for further discussion. Council to consider a number of factors like cost, value for money, consumption of time and resource, consulting with the public.</p>	
11.	<p>Kemsley Allotment Flooding (27/12/17) Colin Bowker gave an update on progress with both Environmental Services (ENS) and Anglian Water (AW). AW confirmed all pumps were working on the day with no problems reported. ENV confirmed they are powerless to be able to do anything further with AW as there was no contamination on this occasion.</p> <p>Simon Brodie (allotment tenant) stated that AW said, following the last incident in 2016, that they would make some capital investment to ensure this does not happen again; this clearly has not happened and should now be escalated. Cllr DM responded by saying it is important we quote accurately; AW agreed to provide more spare parts and facilities to deal with repair works more speedily in future. They advised that they were requesting additional capital expenditure for additional pumping capacity but that this had not received managerial approval at the time. They agreed to keep us informed of developments, but we understand that no such additions were subsequently commissioned. It appears that all pumps were working at the time of the sewage overflow.</p> <p>Cllr DM said that the Parish Council has a number of factors to consider, one being de-commissioning the land for allotments, which is not the preferred option and Cllr TS recommended write to the highest CEO of both organisations. RESOLVED that Council devolve the decision to Cllr DM and Clerk to write on behalf of the Parish Council, all agreed.</p>	Cllr DM / Clerk
12.	<p>Annual Assembly Cllr's DM and LS both gave an update on dates and suitability of venues, Broughton Pavilion and Milton Keynes Village Hall.</p> <p>RESOLVED that whilst the Broughton Pavilion was a more central location, the acoustics are not good therefore all agree to Friday 11 May 2018 at Milton Keynes Village Hall starting at 19h30. Cllr DM to lead the organisation.</p>	Cllr DM
13.	<p>Middleton Pavilion Rate Recovery Cllr JoB confirmed he had spoken to the Finance Director at Milton Keynes Council, who will send through the relevant information and form for us to complete. RESOLVED that Cllr JoB will forward the information to the Clerk as soon as possible to complete on behalf of the Parish Council.</p>	Cllr JoB / Clerk
14	<p>WORKING PARTY UPDATES (Fixed Item) Chair of working group to give updates and council to consider and/or agree next steps on any actions.</p> <p>14.1 <u>Property & Land (TS, JS, DM, CB, Clerk)</u>, nothing to report.</p> <p>14.2 <u>Technology (MS, JoB, LS, TS, Clerk)</u> Website update, Cllr TS confirmed he is waiting for Clerk to upload the link to the website, Mobirise, so that he can build new site. Clerk reiterated that our website does need to be hosted by our IT provider Cloudy IT and asked if accessibility to update from any PC is possible, Cllr's TS and JoB confirmed yes. Clerk also reiterated that the Parish Council should ensure that website complies with relevant security compliance under GDPR. RESOLVED that Cllr TS go ahead with building the website and the Parish Council can review any upgrade in the future.</p> <p>14.3 <u>Ground Maintenance (JS, DH, JoB, CB, Clerk)</u> Land inspection behind Meadow Lane, Milton Keynes Village, Clerk confirmed both she and Colin Bowker (Warden) had done a land inspection and found that residents are dumping tree and grass cutting over their boundary fences.</p>	Cllr TS / Clerk

	<p>RESOLVED that the Clerk write to all residents backing onto Parish Council land behind Meadow Lane and remind them that fly-tipping on private land is not acceptable.</p> <p>14.4 <u>Strategy (All Councillors + Clerk)</u> Meeting due 12/03/18</p> <p>14.5 <u>Human Resources (DM, TS, Clerk)</u></p> <p>(a) Data Protection Policy. RESOLVED that Council adopt policy presented, all agreed.</p> <p>(b) Data Sharing Agreement (listed under item 9 GDPR)</p> <p>(c) Freedom of Information / Model Publication Scheme. Cllr JoB not entirely happy with content. RESOLVED that devolved decision for Cllr's TS, JoB and Clerk to agree final content and approve, all agreed.</p> <p>(d) Lone Working Policy. RESOLVED that Council adopt policy presented, all agreed.</p> <p>(e) Performance Management RESOLVED that Council adopt policy presented, all agreed.</p>	
15.	<p>Correspondence, Clerk confirmed that Ward Councillor Catriona Morris has given a grant of £500 towards our Parish Council Office noticeboard. Council expressed their thanks for this kind donation.</p>	Info
16.	<p>Councillor Reports and Items for Future Agenda Cllr DM requested the following future agenda items:</p> <ul style="list-style-type: none"> • Replacement of MK50 plaque by oak tree in Milton Keynes Village. • Council to consider authorisation of meeting room for a clothing exchange day. <p>Ricky Oates request that the 301 Oakgrove Bus Service be added to a future agenda item.</p>	Clerk
17.	<p>Next Meeting: Monday 9 April 2018</p>	

Meeting closed 21h10.