

**PARISH COUNCIL MEETING MINUTES**  
**Monday 5 November 2018**  
**27 Atlas Way, Oakgrove, Milton Keynes, MK10 9SG**

Councillors Present: Cllr's D Monk (DM)-Chair, T Small (TS)-Vice Chair, J Bint (JB), L Swinton (LS), P Stiles (PS), G Brighton (GB), Y Olayemi (YO), R Oates (RO), M Solanki (MS)

Ward Councillors: Cllr's S Crooks (SC), J Bint (JB), C Morris (CM)

Officers Present: Vicky Mote (Clerk/RFO)

Also Present: Colin Bowker (Contractor), 10 members of the public

Chair formally opened the meeting at 19h15

Ref	AGENDA	Time																														
FC18/19-16	<b>Apologies:</b> To receive, note and agree apologies for absence Cllr JS (medical), Cllr JC (medical) RESOLVED to accept																															
FC18/19-17	<b>Declaration of Interest:</b> Cllr JB, who is a member of the Development Control Panel declared an interest in item FC18/19-23 Planning. He will not express any opinion on planning applications however, is happy to comment on any planning processes.  Cllr YO declared an interest in agenda item FC18/19-27 Atlas Way Zebra Crossing as her children attend the school.  Chair closed the formal meeting at 19h20 for public open session.																															
FC18/19-18	<b>Public question time:</b> Allotment tenant expressed his dissatisfaction with an allotment issue and will be writing to the Chair. No other items raised outside of agenda items.  Chair re-opened the formal meeting at 19h22 and brought agenda item FC18/19-28 Ferry Meadows forward.																															
FC18/19-19	<b>Ward Councillor Updates</b> Ward Councillor updates covered under agenda items FC18/19-23 Planning & Licensing and FC18/19-28 Ferry Meadows.																															
FC18/19-20	<b>Minutes:</b> The following typos were amended: Cllr Gary Brighton was present and Cllr Mez Solanki was absent. Agenda item FC18/19-12.3 Media & Communication should read Cllr GB to set up..... Following amendments RESOLVED to agree as a correct record, the Minutes of the Parish Council meeting held on 1 October 2018; duly signed by Cllr DM (Chair).																															
FC18/19-21	<b>Finance Payments</b> RESOLVED to ratify a list of payments made or due to be made since the last meeting, signed by signatory Cllr's DM and Cllr JS (post meeting). Clerk countersigned.  <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 02/10/2018 and 03/11/2018</b></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Date Paid</th> <th>Payee Name</th> <th>Ref</th> <th>Amount Paid</th> <th>Transaction Detail</th> </tr> </thead> <tbody> <tr> <td>02-Oct</td> <td>HMRC</td> <td>BACS</td> <td>£922.76</td> <td>Tax+NI-Sept 18</td> </tr> <tr> <td>02-Oct</td> <td>Mrs A McNaughton</td> <td>BACS</td> <td>£620.83</td> <td>Salary-Sept 18</td> </tr> <tr> <td>06-Oct</td> <td>Virgin Mobile</td> <td>DD</td> <td>£6.19</td> <td>Mobile-Oct 18</td> </tr> <tr> <td>09-Oct</td> <td>The Print Shop</td> <td>BACS</td> <td>£175.00</td> <td>Autumn Newsletter</td> </tr> <tr> <td>23-Oct</td> <td>Vicky Mote</td> <td>BACS</td> <td>£273.08</td> <td>Expense Reimbursement</td> </tr> </tbody> </table>	Date Paid	Payee Name	Ref	Amount Paid	Transaction Detail	02-Oct	HMRC	BACS	£922.76	Tax+NI-Sept 18	02-Oct	Mrs A McNaughton	BACS	£620.83	Salary-Sept 18	06-Oct	Virgin Mobile	DD	£6.19	Mobile-Oct 18	09-Oct	The Print Shop	BACS	£175.00	Autumn Newsletter	23-Oct	Vicky Mote	BACS	£273.08	Expense Reimbursement	
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	23-Oct	RTM Landscapes	BACS	£944.30	Landscaping-Sept 18	
	23-Oct	Marcus Young Landscapes	BACS	£496.80	Bin Servicing-Sept 18	
	23-Oct	Cloudy IT Ltd	BACS	£6,725.09	Annual Licenses+Support	
	23-Oct	Anglian Water	BACS	£155.60	Anglian Water KC	
	29-Oct	Vicky Mote	BACS	£2,030.00	Salary-Oct 18	
	29-Oct	Mrs A McNaughton	BACS	£620.83	Salary-Oct 18	
	29-Oct	Bucks County Council	BACS	£843.71	Pension-Oct 18	
	29-Oct	HMRC	BACS	£922.76	Tax+NI-Oct 18	
	29-Oct	Colin Bowker	BACS	£707.34	Contractor-Oct 18	
	01-Nov	Connexin Internet Phone Co	DD	£60.00	Phones-Nov 18	
	03-Nov	RTM Landscapes	BACS	£330.00	Devolved Landscape Consultancy	
	03-Nov	KC16 Murphy	BACS	£45.00	KC16 Key+Plot Deposit Refund	
	03-Nov	MD08 Leek	BACS	£25.00	MD08 Plot Deposit Refund	
	03-Nov	BR13 Lilley	CHQ1854	£25.00	BR13 Plot Deposit Refund	
	03-Nov	CC28 Szczernak	BACS	£35.00	CC28 Plot Deposit Refund	
	03-Nov	BR03 Hammond	BACS	£25.00	BR03 Plot Deposit Refund	
	03-Nov	MD28 Wasdell	BACS	£25.00	MD28 Plot Deposit Refund	
	03-Nov	KC46 Cross	BACS	£35.00	KC46 Plot Deposit Refund	
	<b>Total Payments</b>			<b>£16,049.29</b>		
	<b>Bank Account Balances as at 03/11/18</b>					
	Lloyds Current Account				£113,848.36	
	Lloyds Deposit Account				£31,606.52	
	Public Sector Deposit Account				£25,000.00	
	<b>Total Funds</b>				<b>£170,454.88</b>	
FC18/19-22	<p><b>Consultations Papers</b> (fixed item). To agree Parish Council responses to current consultations.</p> <ol style="list-style-type: none"> <li><b>MK Futures-Planning and Design Guidance for Consultation</b>, deadline 09/11/18. Cllr JB informed Council that the consultation was actually about the design of the University. RESOLVED to leave it to the experts, Council supports.</li> <li><b>Middleton School-Parking Proposals</b>, deadline 12/11/18. RESOLVED to support the proposal. Concerns were highlighted by this parish council at the time. NOTED that the Parish Council raised these concerns at the time and predicted these problems.</li> <li><b>Eastern Expansion Area (EEA) Proposed Safety Improvements</b>, ending 05/11/18. RESOLVED to go with Option 2, looking from London Road, new footpath link to the left-hand side.</li> </ol>					Clerk
FC18/19-23	<p><b>Planning &amp; Licensing</b></p> <ol style="list-style-type: none"> <li>To receive minutes of Planning &amp; Licensing Committee meeting held 15 October 2018. NOTED that the meeting did not take place due to not being quorate.</li> <li>To agree any comments, support or objections to current planning applications, list circulated prior to meeting.</li> </ol> <p><u>18/02462/EIASCR</u>-Screening opinion for the demolition of existing building and the erection of approximately 26,000 sqm of B1c; B2 and/or B8 uses with associated access, landscaping and parking at Site East of Willen Lake and West of Tongwell Street, Milton Keynes. RESOLVED that there were no objections.</p> <p><u>18/02470/FUL</u>-Garage conversion, At: 10 Gallant Way Brooklands, Milton Keynes. MK10 7JW RESOLVED <del>no objection</del> to have a closer look; devolved decision to Clerk, Chair and Vice Chair to agree response on behalf of the parish council if required.</p>					Clerk/ P&L Committee

	<p><u>18/02511/FUL</u>- Conversion of existing detached double garage into a dwelling at 9 Mauretania Way, Brooklands, Milton Keynes, MK10 7HL RESOLVED to have a closer look; devolved decision to Clerk, Chair and Vice Chair to agree response on behalf of the parish council, <b>if required</b>.</p> <p>RESOLVED to take the following planning application to the next Planning &amp; Licensing Committee meeting due 19/11/18 for comment.</p> <p><u>18/02561/FUL</u>-Development of 38 dwellings with associated external works, At: Parcel E Fen Street, Brooklands Milton Keynes</p> <p><u>18/02626/FUL</u>-Erection of a new dwelling on land to the north of the Old Rectory, Broughton, At: Old Rectory Cottage, London Road, Broughton Milton Keynes MK10 9AA</p> <p><u>18/02630/LBC</u>-Listed building consent for the erection of a new dwelling on land to the north of the Old Rectory, Broughton, at: Old Rectory Cottage, London Road, Broughton Milton Keynes MK10 9AA</p> <p><b>Licensing</b> Ward Cllr CM gave an update regarding ice-cream van wars. Currently, they have a Borough-wide consent which only allows a maximum of 20 minutes trading in any 100 metre part of any Consent Street on any one day.</p> <p>One operator sought a licence to extend their 20 mins to 40 mins, on Watercress Way, a regulatory committee was held and refused their additional licence.</p> <p>There is a current <b>motion</b> out for consultation to put forward to the Regulatory Committee for approval, that all food mobiles shall not operate within 250 meters of any school in MK during main school hours and within 30 minutes of closing time.</p>	
FC18/19-24	<p><b>Insurance-Asset Valuations</b> RESOLVED to go with quote 2, Aitchison Rafety at £150 (The Old Forge), £100 (Garages), £495 (Pavilion).</p>	Clerk
FC18/19-25	<p><b>Oakgrove Fire Safety</b> Clerk confirmed that The Parish Council had not been included in communication with regard to the latest fire safety issues; first made aware when contractor asked to measure up.</p> <p>Cllr RO gave an update from a residents point of view. He has had most of the updates and communication from the contractor and not Clarion, who are the Master Leaseholder. Issue as we understand is that the current fire retardation on internal walls give half an hour however, under safety regulations this should give one hour.</p> <p>Cllr RO confirmed that there will be a public meeting held by Clarion on Thursday 08/11/18 at 14h00 in the parish council meeting room. Concerns were raised in the meeting by both councillors and the public regarding the time of the meeting, which will not allow full participation as there is high proportion of residents who work; was this intentional?</p> <p>Cllr RO said he has been informed by the contractor that works will now only start mid-January 19 at the earliest. Residents have been given the option to move out at the cost of Clarion.</p> <p>Cllr JB gave an update regarding the communication he had had with both Crest and Clarion. He confirmed that Crest had not been asked to get involved as the work only applies to internal partitions. Crest has confirmed that they have complied with the minimum fire safety standards, which gives half an hour fire retardation. However, Clarion has decided to go for a superior one-hour fire retardation, plus alarm system.</p>	Clerk

	<p>Ward Cllr CM confirmed she has been in touch with Housing Officers in Milton Keynes Council. They have confirmed that Clarion has given the assurance that there will be no homing implications.</p> <p>RESOLVED to collate all the actual facts to date, eg; copy of communication to residents and public meeting outcome on Thurs 08/11/18 and then communicate the facts as we know them</p>	
FC18/19-26	<p><b>Internal Auditor</b> RESOLVED that in line with good governance, it is good practice to review all service providers every 3-5 years. Whilst our current internal auditor Chris Davies, has been carrying out our audits effectively for over 10 years, Council agreed to look at a change.</p> <p>RESOLVED that Clerk double check current Standing Orders regarding number of quotes required within specified price brackets.</p> <p>RESOLVED that Clerk write a thank you on behalf of the parish council and confirm which financial year the new contract will apply.</p>	Clerk
FC18/19-27	<p><b>Atlas Way-Zebra Crossing</b> Cllr YO put forward a case for a zebra crossing at the Oakgrove Primary school and asked what the next steps would be. RESOLVED that the Clerk find out if the road has been formally adopted by Milton Keynes Council Highways and if so, put in a request for consideration of a zebra crossing. Clerk to bring back to a future Council meeting when further updates available.</p>	Clerk
FC18/19-28	<p><b>Ferry Meadows</b> Ward Cllr SC gave an overview of the options under consideration, which will be presented to Cabinet in December 2018:</p> <ol style="list-style-type: none"> <li>1. Widen entrance into Ferry Meadows;</li> <li>2. Access from Cavern Way across a bridge over the canal;</li> <li>3. Entry to the back of the car park via access road near Kemsley Allotment;</li> <li>4. Come in Atterbury off Childs Way, via Regus car park.</li> </ol> <p>Resident group stated their preference would be Option 4. Resident group also stated that a further option proposed would be to come in off Tanfield Lane before the bridge and into access road near Kemsley Allotment. Cllr DM confirmed this had been put to MKC for consideration.</p> <p>Cllr DM ended the discussion by setting the expectation that the decision is likely to be about the most cost effective solution rather than the desirable solution. With regard to funding, Milton Keynes Council has to take into consideration all current projects across Milton Keynes. Cllr DM also confirmed that this was about the access to the site and not any parking implications as they are two separate issues.</p> <p>Cllr DM proposed that The Parish Council will not object in principle to access via the allotment route with the proviso that there will not be any parking obstructions or maintenance responsibility to the access road. RESOLVED to accept the proposal.</p> <p>Cllr DM reiterated that The Parish Council has to consider the impact on all residents, not just the existing resident group who attend the meeting.</p>	Info
FC18/19-29	<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 proposed that the council request 10 new bins and 10 additional bins for the expansion area under the Parish Clean Up Fund. RESOLVED to accept the proposal.</p>	Clerk

	<p>NOTED that the next Property &amp; Land working group meeting is Wed 07/11/18.</p> <p>12.2 <u>Technology</u> (JB, LS, TS, MS, Clerk) No updates.</p> <p>12.3 <u>Media &amp; Communications</u> (GB, PS, LS, JC, JS, Clerk) Cllr GB confirmed the group met on 11/09/18 however, due to holiday not update. Cllr GB requested survey be added to next Full Council agenda.</p> <p>12.4 <u>Strategy</u> (All Councillors) RESOLVED that Clerk set up quarterly dates for future meetings.</p> <p>12.5 <u>Human Resources</u> (DM, TS, Clerk) NOTE that Cllr RO to join WG.</p> <p>Cllr TS proposed that the Council, as the employer, sign the Armed Forces Covenant. RESOLVED to accept the proposal.</p>	
FC18/19-30	<b>Correspondence;</b> none to report outside specific agenda items.	
FC18/19-31	<b>Training</b> RATIFIED the cost of £38.32 for Clerk to attend the Code of Conduct, Interests and Dispensation on behalf of council on 20/11/18.	
FC18/19-32	<b>Councillor Reports and Items for Future Agenda</b> No reports. Cllr GB requested future agenda item <b>Parish Survey.</b>	Clerk
FC18/19-33	<b>Next Meeting:</b> Parish Council meeting 3 December 2018	
FC18/19-34	<b>Potential Adverse Possession</b> RESOLVED that, under the Public Bodies (Admission to Meetings) Act 1960 Exclusion of the public in accordance with Section 1(2) and by reason of the confidential nature of the business, the Public and Press will be excluded from the following agenda item for the reason of it relating to information on confidential negotiations.	

Meeting ended 21h15.

SIGNATURE:	DAVID MONK
NAME/POSITION:	CHAIR
DATE:	03/12/18