



**PUBLIC NOTICE AND SUMMONS TO A MEETING OF  
THE ASSET AND MAINTENANCE COMMITTEE**

**Thursday 21 May 2020 at 19h15**

**This was a “VIRTUAL” meeting using Video Conferencing**

(In accordance with the \*Coronavirus Act 2020)

Councillors Present: Cllr’s Tim Small (TS)-chair, Patrick Stiles (PS), David Monk (DM), Anton Kamm (AK).

Officers Present: Vicky Mote (Clerk); Lynn Maddocks (CEO); Rodi Lee (Community Officer)

In Attendance: Cllr John Bint (JB)

Virtual meeting started at 19h18

Ref	MINUTES
AM20/21-15	<b>Public question time, including Ward Councillor updates:</b> There were no members of the public in attendance.
AM20/21-16	<b>Apologies:</b> Committee RESOLVED to accept apologies from Cllr Rishi Sharda.
AM20/21-17	<b>Declaration of Interest:</b> There were no declarations of interest.
AM20/21-18	<b>Minutes:</b> Committee RESOLVED to approve, as an accurate record, the minutes of the Asset & Maintenance Committee meeting held on 23 April 2020; duly signed by Cllr TS (Chair).
AM20/21-19	<b>Warden Report:</b> Clerk gave a verbal update. Rodi Lee started with the Parish Council 01/05/20 and spent her first two weeks with our contracted warden Colin Bowker, getting an in-depth tour of all the assets owned by the parish council (land and buildings).
AM20/21-20	<b>Risk Register:</b> There were no updates or risks to highlight.
AM20/21-21	<b>Middleton Pavilion:</b> Cllr AK presented an initial draft of the new sign for consideration and comment. The Committee RESOLVED to accept the draft presented; Cllr AK to go ahead and get a quote; Clerk to confirm contact details of pavilion tenant.
AM20/21-22	<b>Milton Keynes Village Map Board</b> Cute Map option presented and discussed. The Committee RESOLVED to go ahead with this idea at a maximum budget of £500; all members to send in their suggestions of key land marks to be included within the design of the map-deadline end of business 26/05/20. Lynn Maddocks (LM) to circulate collated idea to full council and liaise with supplier to ensure that we will have reproduction rights. The Committee RESOLVED to devolved the final decision on landmarks to the Chair, vice-Chair and Clerk of the parish council.
AM20/21-23	<b>Worrelle Avenue Development,</b> Clerk to give committee an update. 1. Additional parking. Clerk confirmed still waiting for the final costs to enable further discussions with MKC under their banner of “Together We Can”.  2. Request from developer (Morris Homes) to use overflow carpark during the week. Clerk confirmed she has given Morris Homes an indication of the cost of replacing our lighting columns and lights; await a proposal from them regarding contribution of costs towards this project.
AM20/21-24	<b>Project Updates and next actions.</b> Clerk confirmed that there were no further updates on these projects due to COVID-19 restrictions.  1. <u>Phone Box Refurbishments</u> (MK Village and Broughton Village). 2. <u>MK Village garden.</u>

	<p>3. <u>The Old Forge.</u></p> <p>4. <u>VE Celebrations.</u></p> <p>5. <u>Noticeboards (Broughton/Broughton Gate)</u></p>
AM20/21-25	<p><b>Allotments;</b> Clerk gave an update on allotment uptake as follows:  BR Allotment 33 out of 34 plots occupied;  WR Allotment 6 out of 7 plots occupied;  KC Allotment 70 out of 72 occupied (includes creation of 4 new small plots)  CC Allotment 50 out of 51 plots occupied  Overall 97% of plots occupied</p> <p>Clerk presented a new draft monthly report for all allotment sites, which includes plot occupancy rate, budget vs income, landscaping, water and other costs.</p> <p>The Committee RESOLVED to accept the new draft report, which will be presented monthly.</p> <p>Clerk notified the committee of a formal complaint from plot holder KC42, which has been escalated to the Chair of the council to investigate and put forward the facts to the next full council for a final decision.</p>
AM20/21-26	<b>General Landscaping.</b> There were no updates to report on.
AM20/21-27	<p><b>Land Access-Middleton</b></p> <p>Discuss correspondence received regarding access to the parcel of land adjacent to Oakgrove School.</p> <p>Clerk presented the historic facts of the various stages of transfer of the land. Due to the complexity of land laws, Clerk recommended that this should be passed to our solicitor Geoffrey Leaver LLP, for further advice and response on behalf of the parish council to Temple Bright LLP.</p> <p>The Committee RESOLVED to accept the Clerk's recommendation; Clerk to send email to solicitor and arrange a mutually agreeable conference call.</p>
AM20/21-28	<p><b>Update Report and Items for Future Agenda</b></p> <p>1. Clerk requested a future agenda item relating to Wildlife cameras.</p>
AM20/21-29	<p><b>Date of next Meeting:</b> 18 June 2020 at 19h15.</p> <p>Meeting was suspended at 19h55 for the Thursday "support key workers clap".  Meeting re-convened for the confidential item; Cllr JB left the meeting.</p>
AM20/21-30	<p><b>Confidential Item-MK Pavilion Tenant (COVID-19 impact)</b></p> <p>The Committee 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 would be excluded from the following agenda item for the reason(s) of them relating to information on confidential matters.</p>

Meeting closed at 20h30