

ASSET AND MAINTENANCE COMMITTEE MEETING

Thursday 23 April 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)

Virtual meeting started at 19h18

Ref	MINUTES
AM20/21-01	Public question time, including Ward Councillor updates: There was no public present.
AM20/21-02	Apologies: Committee RESOLVED to accept apologies from Cllr Rishi Sharda.
AM20/21-03	Declaration of Interest: None to record.
AM20/21-04	Minutes: Committee RESOLVED to approve, as an accurate record, the minutes of the Asset & Maintenance Committee meeting(s) held on held on 23 January 2020 and 20 February 2020; duly signed by the TS (Chair).
AM20/21-05	Warden Report: Clerk gave a brief overview of the monthly report, which was circulated prior to the meeting.
AM20/21-06	Risk Register: Clerk highlighted a couple of new updates: AM07 & AM19 (amber/red), risk of non-payment of contractual agreements (allotments, paddock, pavilion), due to COVID-19.
AM20/21-07	Middleton Pavilion: 1. <u>Signage update.</u> Cllr AK will have a look at measurements of existing sign and source quotes for replacement. 2. <u>Overflow carpark update.</u> The new lighting columns are on hold due to COVID-19.
AM20/21-08	Milton Keynes Village (MKV) Map Board Committee discussed a number of options to replace the outdated map in MKV map board frame; Look at cost of a historic map of the village; a map of our parish council; having a community map commissioned. Committee RESOLVED to bring this back for a decision at the next meeting.
AM20/21-09	Worrelle Avenue Development 1. Review response from Milton Keynes Council (MKC) regarding additional parking. Committee very disappointed with the cost and option presented by MKC, which is not what was originally discussed. Committee RESOLVED that Clerk write to MKC and within the spirit of “Together We Can”, agree in principle to the Parish Council transferring land where required to construct additional parking in line with proposed plan dated Aug 2018 (including additional annotation by Sue Brown dated 05/04/19). Further clarity required on total costs and finite details of s278 Agreement. Clerk to also copy Ward Councillors.

	<p>2. Request from developer (Morris Homes) to use overflow carpark during the week.</p> <p>Committee RESOLVED that Clerk confirm use of the overflow carpark in return for a contribution from the developer towards the supply and installation of 7 new lighting columns. The developers' workforce will also benefit from the improved lighting in the winter months.</p>
AM20/21-10	<p>Project Updates and next actions</p> <ol style="list-style-type: none"> 1. <u>Phone Box Refurbishments</u> (MK Village and Broughton Village). Defib installations are on hold due to COVID-19. Project Owner (AM Committee); Project Sponsor (Clerk/Operations) 2. <u>MK Village garden</u>. Project on hold due to COVID-19 Project Owner (AM Committee); Project Sponsor (Clerk/Operations) 3. <u>The Old Forge</u>. Refurbishment of roof ride and chimney flashing now complete. No further works agreed at this point in time. 4. <u>VE Celebrations</u>. On hold due to COVID-19 Project Owner (AM Committee); Project Sponsor (Clerk/Operations) 5. <u>Noticeboards</u> (Broughton/Broughton Gate) On hold due to COVID-19 Project Owner (AM Committee); Project Sponsor (Cllr RS)
AM20/21-11	<p>Allotments</p> <ol style="list-style-type: none"> 1. To note and discuss items on the monthly report; Clerk gave an overview of plot uptake: At 95% occupancy rate. LM working through a waiting list, which has been growing due to the current challenging times of COVID-19. <ul style="list-style-type: none"> • CC Allotment at full occupancy. • KC Allotment at full occupancy • BR Allotment site has 7 vacant plots • WR Allotment site has 2 vacant plots 2. <u>Vacancies</u>, discuss cross-boundary options; Clerk proposed that if we get to a stage where we have a large number of vacant plots, in the spirit of working with our neighbouring parishes who do not have allotment sites, we offer a proportion of plots for occupation. This also takes into consideration that we will be taking on a further two allotment sites within our expanding parish. Committee RESOLVED to support this recommendation as long as we don't have a situation where we are building up a waiting list of our own residents. 3. <u>Middleton Allotment</u>, discuss the way forward; Clerk presented all options for consideration. Council RESOLVED to go ahead with option 1 (£1480 + VAT) on the quote presented by RTM Landscapes to clear the remaining rubbish and make the site safe.

	<p>Committee RESOLVED to go ahead with a project to look at planting trees, which will offset our carbon footprint and also the option of bee keeping. Project Owner (AM Committee), Project Sponsor (Clerk/Operations).</p> <p>Cllr DM reminded Clerk of resident who is very keen to get involved in this project, Clerk to contact.</p> <p>4. <u>Kemsley Allotment</u>, discuss the way forward. Clerk presented details and requested approval to go ahead to the 'discovery' phase of a project to utilise the vacant land for more inclusive and accessible usage, including for example access to people with disabilities. Committee RESOLVED to go ahead with 'discovery' work to scope this. Project Owner (AM Committee); Project Sponsor (Clerk/Operations).</p>
AM20/21-12	<p>General Landscaping All running smoothly, nothing to update on.</p>
AM20/21-13	<p>Councillor Reports and Items for Future Agenda Committee NOTED correspondence regarding an ongoing rate problem on Cranmore Allotment site, as follows:</p> <ol style="list-style-type: none"> 1. 17/04/20 Correspondence received from Milton Keynes Council (MKC) Environmental Services (enforcement officer) following a complaint from residents 2. 20/04/20 Clerks detailed response Milton Keynes Council (MKC) Environmental Services. 3. 20/04/20 Acknowledgement from MKC received on detailed response from Clerk, await further response from MKC for next steps forward. <p>Clerk informed the committee of an enquiry received regarding access across parish council land. Committee NOTED and will wait for formal correspondence.</p>
AM20/21-14	<p>Date of next Meeting: 21 May 2020 at 19h15.</p>

Meeting ended 20h18