

PARISH COUNCIL MEETING MINUTES
Monday 4 November 2019
Oakgrove Office, 27 Atlas Way, Milton Keynes, MK10 9SG

Councillors Present: Cllr's D Monk (DM)-Chair, J Bint (JB), Y Olayemi (YO)-arrived 19h20, P Brown (PB), P Stiles (PS), G Brighton (GB), A Kamm (AK). R Sharda (RS)-arrived 19h50, A Bompeti (AB).

Ward Councillors: Cllr's S Crooks (SC), J Bint (JB-W)

Officers Present: Vicky Mote (Clerk), Lynn Maddocks (CEO)

Also Present: Colin Bowker + 5 members of the public

Public session opened 19h15; Full council convened at 19h38

Ref	MINUTES																																																							
FC19/20-95	<p>Public question time, including Ward Councillor updates: In accordance with Standing Order 3.4 & 3.5 members of the public may ask questions on any matters dealt with by Full Council included on this agenda. <i>(please note that this item will generally be restricted to a maximum of 15 minutes, subject to Chair's discretion).</i></p> <p>Ended 19h37; Refer to Addendum for reports and comments.</p>																																																							
FC19/20-96	<p>Apologies: RESOLVED to accept the following apologies Cllr's RO (medical); JS (family celebration); TS-Vice Chair (work)</p>																																																							
FC19/20-97	<p>Declaration of Interest: Cllr JB, who is a member of the Development Control Panel (Chair) declared an interest in Planning matters. He will not express any opinion on planning applications however, is happy to comment on any planning processes.</p>																																																							
FC19/20-98	<p>Clerk's Monthly Report presented showing all live outstanding actions, together with ownership; received and NOTED by council.</p>																																																							
FC19/20-99	<p>Minutes: RESOLVED that the draft minutes of the Parish Council meeting held on 7 October 19 be accepted as a true copy; duly signed by Cllr DM (Chair).</p>																																																							
FC19/20-100	<p>Finance</p> <p>1. Payments NOTED for the period 4/10/2019 and 31/10/2019.</p> <p align="center">Current Bank A/c List of Payments made between 04/10/2019 and 31/10/2019</p> <table border="1"> <thead> <tr> <th>Date</th> <th>Payee Name</th> <th>Ref</th> <th>Paid</th> <th>Detail</th> </tr> </thead> <tbody> <tr> <td>07/10</td> <td>Connexin</td> <td>DD</td> <td>£60.00</td> <td>VOIP Phones (4)</td> </tr> <tr> <td>18/10</td> <td>Marcus Young Landscapes</td> <td>BACS</td> <td>£774.00</td> <td>Bin Servicing-Sept 19</td> </tr> <tr> <td>18/10</td> <td>RTM Landscapes</td> <td>BACS</td> <td>£180.00</td> <td>KC Allotment Tree</td> </tr> <tr> <td>18/10</td> <td>RTM Landscapes</td> <td>BACS</td> <td>£756.00</td> <td>Inv 1934-MKV Garden Hedge</td> </tr> <tr> <td>18/10</td> <td>RTM Landscapes</td> <td>BACS</td> <td>£944.30</td> <td>Inv 1949-Landscaping-Sept 19</td> </tr> <tr> <td>18/10</td> <td>Fire & Electrical Safety</td> <td>BACS</td> <td>£60.00</td> <td>Bi-Annual Fire Alarm</td> </tr> <tr> <td>18/10</td> <td>Fire & Electrical Safety</td> <td>BACS</td> <td>£60.00</td> <td>Fire Risk Assessment</td> </tr> <tr> <td>18/10</td> <td>Agnello, Mr F</td> <td>BACS</td> <td>£35.00</td> <td>BR27 Deposit Refund</td> </tr> <tr> <td>18/10</td> <td>Evans, Mr R</td> <td>BACS</td> <td>£35.00</td> <td>KC04 Deposit Refund</td> </tr> <tr> <td>18/10</td> <td>Chauhan, Mr R</td> <td>BACS</td> <td>£35.00</td> <td>BR26 Deposit Refund</td> </tr> </tbody> </table>	Date	Payee Name	Ref	Paid	Detail	07/10	Connexin	DD	£60.00	VOIP Phones (4)	18/10	Marcus Young Landscapes	BACS	£774.00	Bin Servicing-Sept 19	18/10	RTM Landscapes	BACS	£180.00	KC Allotment Tree	18/10	RTM Landscapes	BACS	£756.00	Inv 1934-MKV Garden Hedge	18/10	RTM Landscapes	BACS	£944.30	Inv 1949-Landscaping-Sept 19	18/10	Fire & Electrical Safety	BACS	£60.00	Bi-Annual Fire Alarm	18/10	Fire & Electrical Safety	BACS	£60.00	Fire Risk Assessment	18/10	Agnello, Mr F	BACS	£35.00	BR27 Deposit Refund	18/10	Evans, Mr R	BACS	£35.00	KC04 Deposit Refund	18/10	Chauhan, Mr R	BACS	£35.00	BR26 Deposit Refund
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18/10	Sheikh, Ms V	BACS	£35.00	BR14 Deposit Refund
18/10	MK Dons SET	BACS	£275.00	Inv 1891 Summer Sessions
18/10	EDF Energy	BACS	£20.88	Elect 29/06-26/09
18/10	SERCO	BACS	£780.00	Project Old Forge
18/10	Viking Stationary	BACS	£36.71	Stationary
18/10	Milton Keynes Citizens Advice	BACS	£753.25	Outreach Jul-Sept 19
18/10	IT'sEeze Website	BACS	£540.00	Website Setup
18/10	MP Payroll Solutions	BACS	£45.60	Payroll Outsource-Oct 19
18/10	SLCC	BACS	£436.00	SLCC National Conf 2019
18/10	Borland Property Maintenance	BACS	£115.20	PAT Testing
18/10	Anglian Water	BACS	£170.65	MD Allot + Paddock
18/10	Anglian Water	BACS	£117.18	KC Allotment
21/10	Virgin Mobile	DD	£6.33	Mobile phone
18/10	Anglian Water	BACS	£191.89	CC Allotment
29/10	MP Payroll Solutions	BACS	£5,794.49	Payroll-Oct 19
30/10	Lynn Maddocks	BACS	£33.25	Expenses-Oct 19
30/10	Cloudy IT Ltd	BACS	£7,161.48	Annual Licences + Support
30/10	Viking Stationary	BACS	£172.25	Stationary
30/10	Viking Stationary	BACS	£58.76	Stationary+Office Equipment
30/10	Geoffrey Leaver Solicitor	BACS	£468.00	31 Broughton Road
30/10	EDF Energy	BACS	£46.02	Office Electric 27/09-25/10
30/10	Church-Kevin	BACS	£35.00	KC47 Deposit Refund
30/10	McCullum, Ms H	BACS	£35.00	CC47 Deposit Refund
Total			£20,267.24	

BANK ACCOUNT BALANCES AS AT 31/10/19

Lloyds Current Account (01696993)	£167,801.22
Lloyds Savings Account (06263475)	£31,622.33
Public Sector Deposit Fund	£25,000.00
TOTAL FUNDS	£224,423.55

2. **Monthly Finance Report:** Detailed Income & Expenditure by budget heading dated 01/11/19 presented to Council. RFO confirmed still on track to come in within overall budget. Report received and NOTED by council.
3. **Financial Regulations:** RESOLVED to adopt version 2 of updated financial regulations BMK-PC12
4. **Delegation:** RESOLVED to adopt the Delegation to Parish Clerk, policy number BMK-PC14, version 2.

FC19/20-101

- Consultations Papers** (fixed item). To agree Parish Council responses to current consultations.
1. Milton Keynes Housing Strategy consultation, ending 25/11/19.
RESOLVED to delegate to Cllr DM (Chair) and Clerk to respond on behalf of the parish council.
 2. Buckinghamshire Fire & Rescue Service 2020-25 Public Safety Plan consultation ending 18/11/19. Council discussed and voted on whether the parish council has anything to comment on: Voted FOR (4) and AGAINST (4), Cllr DM (Chair) used his casting vote FOR.
RESOLVED to delegate to Cllr DM (Chair) and Clerk to respond on behalf of the parish council.

	<p>3. <u>Regeneration Strategy</u> ending 19/11/19. RESOLVED to delegate to Cllr DM (Chair), and Clerk to respond on behalf of the parish council, with input from Cllr RS.</p> <p>4. <u>CIF Consultation</u> ending 08/11/19. RESOLVED to support the response presented by Cllr Phil Ayles (Chair) of MKALC.</p>
FC19/20-102	Planning and Licensing Committee , Council NOTED the (draft) minutes of the meeting held on 21 October 2019.
FC19/20-103	S106 Funding Working Group : Council to consider Terms of Reference. RESOLVED to adopt the Terms of Reference presented with the amendment to 7. Review which should state “will be formally reviewed by full council every 12 months”.
FC19/20-104	<p>Crime Prevention: Presentation by a resident Mez Solanki (MS)</p> <ul style="list-style-type: none"> • Residents are very concerned about the spate of burglaries within the Broughton and Brooklands community; • Lack of police response and Thames Valley Police (TVP) not addressing concerns; • Community Forums held by TVP feel like talking shops were the top three issues of burglaries, knife and vehicle crime have been raised without much support. • MS confirmed he had approached TVP in 2017 with some community-based solutions, which could help aid the police however, they were not taken on board. • MS confirmed that TVP are now open to the ideas but appear to just be paying “lip service”. • MS requested that the parish council support the community ensuring they communicate through their social media platforms and newsletter, giving update on things that are being done. • The community understand the constraints on TVP resources however, they feel alone and not being listened to. • The community feel very strongly about their role in being able to assist TVP. • Cllr Sam Crooks confirmed that there is a Community and Housing Scrutiny Committee meeting in MKC Council Chamber at 19h00 on 12/11/19 where the Police and Crime Commissioner for Thames Valley Police and the Milton Keynes Area Commander will be in attendance. <p>RESOLVED that the parish council will support driving this topic of concern forward. Clerk to set up a meeting with TVP Milton Keynes Area Commander.</p>
FC19/20-105	Training : Council RATIFIED SLCC webinar (website accessibility training) at £60 + VAT.
FC19/20-106	Correspondence : Clerk confirmed that Treat the Boards Theatre Group has enquired about storage at The Old Forge. RESOLVED not to offer this facility until refurbishment has been completed. Clerk to respond and keep details on file if requested to do so.
FC19/20-107	<p>Project Updates</p> <ol style="list-style-type: none"> 1. Youth Engagement. RESOLVED that Cllr PS step in to chair this working group, with the support of Cllr AK. 2. Phone Kiosk Refurbishments (MK Village and Broughton Village), nothing to update. 3. MK Village garden, nothing to update. 4. The Old Forge, nothing to update.
FC19/20-108	<p>WORKING PARTY RECOMMENDATIONS to be approved by council.</p> <ol style="list-style-type: none"> 1. <u>Property & Land</u> (TS, JS, DM, CB, AK) <ol style="list-style-type: none"> 1.1 Cost of 10 replacement bins (50LT Hercules); RESOLVED to accept the quote of £2,044 + VAT from JRB Enterprise Ltd; quote includes 10 bins, carriage and installation by Marcus Young Landscapes.

	<p>1.2 MK Pavilion overflow carpark lighting. Council RATIFIED the cost of £150 (ex VAT) to reinstate 7 lighting columns (only 6 working); decision to spend made by Clerk under 4.4 of Financial Regulations. RESOLVED to get a quote from RTM Landscapes to add the landscaping around the carpark to the parish council main landscaping contract.</p> <p>2. <u>Media & Communications</u> (GB, PS, JS, TS, AK, LM)</p> <p>2.1 It'seeze Website setup. RESOLVED to devolved the decision to Clerk, Chair/vice and Chair of Media & Comms working group to approve the new website design.</p> <p>3. <u>Strategy</u> (All Councillors)</p> <p>3.1 Council to consider next date. Clerk to circulate the proposed 2020 meeting dates.</p> <p>4. <u>Human Resources</u> (DM, TS, RO, GB, Clerk)</p> <p>4.1 CEO Probationary Period Complete; Council RATIFIED the successful probationary report and welcomed Lynn to the team of permanent employees.</p> <p>4.2 Health & Safety Policy (BMK-PC16); RESOLVED to adopt V1 of this new policy. 4.3 Council Disclaimer (Litter Picking Kits). RESOLVED to adopt the new disclaimer.</p>
FC19/20-109	<p>Councillor Reports and Items for Future Agenda</p> <p>Cllr YO confirmed she had spoken to Oakgrove Primary School and they are in support of disseminating a petition on the implementation of a zebra crossing outside the school.</p>
FC19/20-110	<p>Full Council Meeting 02 December 2019</p> <p>RESOLVED to cancel the full council meeting in December due to precept planning.</p>
FC19/20-111	<p>Proposed 2020 Meeting Calendar</p> <p>Clerk presented the proposed dates for 2020. RESOLVED that Clerk send out meeting invites and council are in agreement in principle to change the Property & Land Working group into a Committee (Future agenda Item)</p>

Meeting ended 21h15.

Next Meeting: Monday 06 January 2020 Full Council Meeting @ 19h15

Name/Signature:	David Monk	
Position/Date:	Chair	

ADDENDUM - FC19/20-95 Public question time, including Ward Councillor updates

Residents raised their frustration and dissatisfaction with how the City Fibre installations are being handled. There appears to be inconsistent communications and standards of work, depending on who the contractor is.

WARD CLLR's SAM CROOKS/KERRIE BRADBURN UPDATE

Herewith my and Kerrie's ward report for this evening:

Broughton

Milton Keynes Council is writing to the Parish Council to ascertain the Parish's view on the Ferry Meadows residents' request that a rear entrance to the Hindu Centre car park from outside the allotments be considered and that the unused part of the allotments be utilised for car parking. Meanwhile MK Council is undertaking relevant design, topographical and ecological work. The Parks Trust have given informal consent to their land being crossed and a reply is awaited from Homes England.

A Neighbourhood Watch set up meeting is planned for Wednesday 6 November in the Broughton Pavilion.

Following a number of complaints earlier in the year 1Life has taken a number of remedial steps in relation to the Broughton Pavilion. Our impression from talking to various organisations is that the situation (other than invoicing) has improved and that the new manager - Olga Lapushner - is highly regarded.

Broughton Gate

We have referred a number of complaints about CityFibre's cabling work to their MK manager. For the record many residents have also said how well and efficiently this was carried out and welcome the faster broadband now available.

The Council and the Parks Trust are in discussion about littering in the Warwick Avenue open space adjacent to Countess Way, and enforcement measures that can be taken in respect of the adjoining shops.

Brooklands

A very successful meeting was held in Brooklands on 21 October to set up Neighbourhood Watches - six are now in hand. An estate based software called Safeland is being investigated and the Police have been asked if they would like to maintain an inventory of all the cctv and ringbells on the estate.

The delayed zebra crossing outside the Countess Way campus of Brooklands Farm school is being constructed. The road will be narrowed at this point and there will be new yellow lines. The phasing of the traffic lights outside Lidl has also been adjusted in response to requests from residents and the Executive Head of Walton High.

There have been complaints about the extent of the street lighting in Argus Way which we are taking up with the developers.

Middleton

A Neighbourhood Watch set up meeting is planned for Friday 8 November in the Village Hall.

We have met some residents in Manor Close to discuss lighting and landscaping issues.

We were in touch with Morris Homes last week to see if they had a start date for their Worrelle Avenue development but were told that no final decision had been taken.

Oakgrove

A Neighbourhood Watch set up meeting is planned for tomorrow night in the Parish Offices

There is a problem with the temporary fencing around Freon House which Hyde are working to resolve. Residents want it taken down because it is so unsightly. But some form of fencing is necessary in its place for security reasons - for whom no-one is prepared to pay.

There are issues in respect of Morse House where we are working with Clarion to find a resolution.