

PARISH COUNCIL MEETING MINUTES
Monday 7 January 2019
27 Atlas Way, Oakgrove, Milton Keynes, MK10 9SG

Councillors Present: Cllr's D Monk (DM)-Chair, T Small (TS)-Vice Chair, J Bint (JB), P Stiles (PS), G Brighton (GB), R Oates (RO),
Ward Councillors: Cllr's S Crooks (SC), J Bint (JB)
Officers Present: Vicky Mote (Clerk/RFO)
Also Present: Colin Bowker (Contractor), Chris Davies (internal auditor) + 6 members of the public

Meeting started 19h15

Ref	Minutes	Action
FC18/19-53	<p>Apologies: To receive, note and agree apologies for absence. RESOLVED to accept the following absence: Cllr Jo Small (medical), Cllr Liz Swinton (medical), Cllr Yemi Olayemi (exam) RESOLVED not to accept Cllr Julie Chambers (work)</p>	Info
FC18/19-54	<p>Dispensations (Precept) All Councillors present In line with NALC Legal Topic Note 80 (item 35) all members present are required to sign a dispensation relating to the discussion and voting on agenda item FC18/19-58 (3) Precept 2019/20 RESOLVED to grant dispensation for both participation and voting on 2019/20 Precept, signed forms received from all members present: Cllr David Monk, Cllr Tim Small, Cllr John Bint, Cllr Patrick Stiles, Cllr Gary Brighton, Cllr Ricky Oates.</p>	Info
FC18/19-55	<p>Declaration of Interest: Members to declare any disclosable pecuniary interests, or personal interests (including other pecuniary interests), they may have in the business to be transacted and in any contract to be considered.</p> <p>Disclosable pecuniary interest declared by all members present in relation to agenda item 58(3) Precept 2019/20. Dispensations granted as per agenda item FC18/19-53 above.</p> <p>Cllr JB, who is a member of the Development Control Panel declared an interest in item FC18/19-60 Planning. He will not express any opinion on planning applications however, is happy to comment on any planning processes</p> <p>Meeting closed at 19h26 for Public question time and Ward Councillor updates.</p>	Info
FC18/19-56	<p>Public question time, including Ward Councillor updates: 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>Resident confirmed that Ferry Meadows event held on 01/01/19 did have traffic management in place. There were about 50-60 cars, with multi-person occupancy) on the day however, the traffic was managed well and all were gone by 15h00. The point was made that the manner of the parking could have presented issues in an emergency and that vehicles being turned away then dispersed parking onto adjacent roads.</p>	Info

Resident raised the issue with the lack of bus shelters (city-bound) and suggested that these should be mandatory and funded under s106 funding, residents suffer in bad weather.

Resident asked, with parish councillor elections in May 2019, if the parish council would be prepared to publicise on both their website and noticeboards, the names and a synopsis of residents who are interested in standing for elections. Chair confirmed that no reason why not.

Ward Councillor Updates

Cllr C Morris (CM) sent her apologies

Ward Cllr SC

1. **Bus Shelters** - confirmed that there was s106 funding on the Oakgrove development discharged for bus shelters however, because there were shelters within the grid square the authorities felt that shelters would not be needed along the grid roads.
2. **Ferry Meadows** development;
 - Hindu community center, confirmed that it is being opened on 14/01/19 @ 15h15 by the Mayor, followed by formal meal.
 - Raised ongoing concern regarding the 78 parking spaces (building licensed for 120 capacity, no restriction for outside events). The narrowness of the single access road will create potential gridlock, issues of access to emergency vehicles and should continue to be looked at.
3. **Tanfield Square, Broughton-** notified that there will be a consultation on a proposed 2-hour waiting restriction.
4. **Chasewater Crescent, Broughton-** big problem with significant dip (block payment issues)
5. **Broughton Gate Local Centre-** concern around The Co-op regarding, litter, discarded bottles, maintenance of shrubbery and parking. Entrance into the Centre doesn't look good. Recommended the parish council initiates volunteer clean-up days, supported by MKC clean-up kits.
6. **Oakgrove petty crime-** notified that this outbreak is part of a wider issue which the police are looking into.
7. **Road safety**
 - **Amber Gate, Broughton-** notified that road works would start 14/01/19 to construct a new pedestrian crossing and associated pathway across the Newport Road to Tanfield Lane.
 - Notified that £250K has been set aside by MKC in the next financial year for safety measures to slow traffic down on (first) **Newport Road** and then **Countess Way**.
8. **Speed kits-** confirmed that 10 kits have arrived; MKC will be writing to parish councils to propose they take them on and manage them; SC encouraged this council to host some of the equipment.

Countess Way

Cllr RO asked Ward Cllr SC if the traffic islands used for calming measures on Countess Way were being taken out by MKC and if so, who would absorb that cost.

Ward Cllr SC confirmed they were put in as a temporary measure (£40K) pending further discussions. Countess Way will be looked at as a whole to see what the best solution will be; this will take a number of months.

	<p>Ward Cllr JB</p> <ol style="list-style-type: none"> Countess Way- confirmed that MKC evidence seems to show that at the busiest time of day there is no increase in speed on Countess Way. Residents view was that only having to cross one lane and not two is so much better however, that speed remains an issue generally and when turning across the traffic. Tanfield Square, Broughton <ul style="list-style-type: none"> Notified that the road leading up to the Co-op has “build-outs” leading into parking spaces. These used to have trees which are no longer there and therefore looks like parking, creating an issue for people parking their cars. Block paving and white lines come up for replacement every 2/3 years, originally the wrong standard were used. Pink/Clear bags <ul style="list-style-type: none"> Confirmed that historically people asked why this rubbish can’t all be put in a wheelie bin; the results of the consultation and the decision that led to MKC to change their vehicles to the ones they have now. Confirmed that the saving MKC council claims, do not appear to be being delivered and that there is a public backlash, which will no doubt lead to a reduction in recycling. Oakgrove Property Fire Safety - resident concerns are getting increasingly widespread and MKC viewpoint is that they still cannot get to bottom of the matter; no reconciliation to date. <p>Cllr TS asked why MKC do not just get CEO from Crest Nicholson involved. Ward Cllr JB confirmed that their response was that they do not get involved in an issue between the house buyer and builder.</p> <p>Public session ended 20h00</p>																																																																							
<p>FC18/19 -57</p>	<p>Minutes RESOLVED that the draft minutes of the Parish Council meeting held on 3 December 2018 be accepted as a true copy; duly signed by Cllr DM (Chair).</p>																																																																							
<p>FC18/19 -58</p>	<p>Finance</p> <ol style="list-style-type: none"> Payments presented, dated 06/12/18 to 07/01/19 were NOTED. It was RESOLVED not to pay our landlord Crest Nicholson until a meeting is held to discuss the fire safety. <p style="text-align: center;">Broughton & Milton Keynes Parish Council Current Bank A/c List of Payments made between 04/12/2018 and 07/01/2019</p> <table border="1" data-bbox="272 1552 1305 2038"> <thead> <tr> <th>Date</th> <th>Payee Name</th> <th>Ref</th> <th>Amount</th> <th>Transaction Detail</th> </tr> </thead> <tbody> <tr> <td>6 Dec</td> <td>Anglian Water</td> <td>BACS</td> <td>£9.26</td> <td>Anglian Water</td> </tr> <tr> <td>6 Dec</td> <td>The Print Shop</td> <td>BACS</td> <td>£175.00</td> <td>Winter Newsletter Printing</td> </tr> <tr> <td>6 Dec</td> <td>Colin Bowker</td> <td>BACS</td> <td>£562.02</td> <td>Independent Contractor-Nov 18</td> </tr> <tr> <td>6 Dec</td> <td>Virgin Mobile</td> <td>DD</td> <td>£6.19</td> <td>Mobile-Dec 18</td> </tr> <tr> <td>6 Dec</td> <td>Connexin Internet Phone Co</td> <td>DD</td> <td>£60.00</td> <td>VOIP Phones (4)</td> </tr> <tr> <td>7 Dec</td> <td>Anglian Water</td> <td>BACS</td> <td>£30.43</td> <td>WR Allotment</td> </tr> <tr> <td>12 Dec</td> <td>Church-A</td> <td>BACS</td> <td>£35.00</td> <td>BR06-Plot Deposit Refund</td> </tr> <tr> <td>12 Dec</td> <td>Close Mr A</td> <td>BACS</td> <td>£35.00</td> <td>CC35-Plot Deposit Refund</td> </tr> <tr> <td>12 Dec</td> <td>Illes Mr</td> <td>BACS</td> <td>£35.00</td> <td>CC41-Plot Deposit Refund</td> </tr> <tr> <td>12 Dec</td> <td>M'Mari, Malgorzata</td> <td>BACS</td> <td>£35.00</td> <td>CC46-Plot Deposit Refund</td> </tr> <tr> <td>12 Dec</td> <td>Penny Mr S</td> <td>BACS</td> <td>£25.00</td> <td>CC05-Plot Deposit Refund</td> </tr> <tr> <td>12 Dec</td> <td>Marcus Young Landscapes</td> <td>BACS</td> <td>£524.40</td> <td>Bin Servicing-Nov 18</td> </tr> <tr> <td>12 Dec</td> <td>Rialtas Business Solutions</td> <td>BACS</td> <td>£198.00</td> <td>Annual Allotment Software</td> </tr> </tbody> </table>	Date	Payee Name	Ref	Amount	Transaction Detail	6 Dec	Anglian Water	BACS	£9.26	Anglian Water	6 Dec	The Print Shop	BACS	£175.00	Winter Newsletter Printing	6 Dec	Colin Bowker	BACS	£562.02	Independent Contractor-Nov 18	6 Dec	Virgin Mobile	DD	£6.19	Mobile-Dec 18	6 Dec	Connexin Internet Phone Co	DD	£60.00	VOIP Phones (4)	7 Dec	Anglian Water	BACS	£30.43	WR Allotment	12 Dec	Church-A	BACS	£35.00	BR06-Plot Deposit Refund	12 Dec	Close Mr A	BACS	£35.00	CC35-Plot Deposit Refund	12 Dec	Illes Mr	BACS	£35.00	CC41-Plot Deposit Refund	12 Dec	M'Mari, Malgorzata	BACS	£35.00	CC46-Plot Deposit Refund	12 Dec	Penny Mr S	BACS	£25.00	CC05-Plot Deposit Refund	12 Dec	Marcus Young Landscapes	BACS	£524.40	Bin Servicing-Nov 18	12 Dec	Rialtas Business Solutions	BACS	£198.00	Annual Allotment Software	
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12 Dec	Sure2Door	BACS	£673.20	Winter Newsletter Distribution
12 Dec	Anglian Water	BACS	£171.72	BR Allotment
12 Dec	SLCC	BACS	£247.00	Annual Clerk Membership
12 Dec	Anglian Water	BACS	£296.99	MD Allotment + Paddock
12 Dec	BT Business	BACS	£138.24	Office Internet Services
12 Dec	Coxhead Mrs D	BACS	£25.00	MD27-Plot Deposit Refund
12 Dec	Cheng MS	BACS	£96.75	MD22-Rent+Deposit Refund
12 Dec	RTM Landscapes	BACS	£186.00	MKV Stump+Bollard+Topsoil
27 Dec	Mrs A McNaughton	BACS	£620.83	AM Salary-Dec 18
27 Dec	Vicky Mote	BACS	£2,030.00	VM Salary-Dec 18
27 Dec	Anglian Water	BACS	£51.23	Anglian Water-CC
27 Dec	Bucks County Council	BACS	£843.71	Pension-Dec 18
27 Dec	Milton Keynes Citizens Advice	BACS	£1,073.25	MKCAB Outreach Service
27 Dec	HMRC	BACS	£922.76	Tax + NI-Dec 18
7 Jan	Colin Bowker	BACS	£262.39	Independent Contractor-Dec 18
7 Jan	EDF Energy	BACS	£169.12	Office Electric 07/11-27/12/18
Total			£9,681.29	

Bank Account Balances as at 07/01/19	
Lloyds Current Account	£94,877.01
Lloyds Deposit Account	£31,609.20
Public Sector Account	£25,000.00
Total Funds	£151,486.21

2. Councillor Expense Claim.

It was RESOLVED to approve and refund the annual cost of Survey Monkey (parish survey) paid by Cllr TS.

3. Precept 2019/20 to discuss and vote.

Council NOTED the report presented by the RFO on the 2019/20 budget and recommended precept. A discussion took place on the budget and precept for the 2019/20 financial year (final figures displayed on website).

Cllr DM (Chair) then moved the recommendation(s) as presented in the report namely:

1. That the 2019/20 budget as set out in the budget summary be confirmed.
2. That the total funding required for 2019/20 to be levied on the Broughton and Milton Keynes Parish be set at £180K, which represents an increase from £22 to £34 per Band D rate (equates to 23 pence per week increase per Band D rate).

It was put to the vote and council RESOLVED to accept the recommendations.
FOR (5): Cllr DM, Cllr TS, Cllr GB, Cllr PS, Cllr RO
AGAINST (1): Cllr JB

4. Reserves Policy to agree, document circulated.

It was RESOLVED to accept and adopt the draft presented with Clerk final recommendation to 4.3.

5. Delegation to agree, document circulated.

It was RESOLVED to c/f with item 58(6)-Financial Regulations.

6. Financial Regulations to review and adopt, document circulated.

	<p>Cllr TS put a motion forward to carry this item to a future meeting in order to allow all members to fully understand their accountability. It was RESOLVED to carry forward to March meeting, Clerk to arrange a session with members to run through the regulations.</p> <p>7. Annual Regular payments RFO shall present a list of due payments in 2019/20, which arise on a regular basis as a result of contract(s), statutory duty or obligation. Council NOTED list presented by the RFO.</p>	
FC18/19-59	<p>Consultations Papers (fixed item). To agree Parish Council responses to current consultations. Clerk confirmed no current consultations.</p>	Info
FC18/19-60	<p>Planning & Licensing Committee To take Draft Minutes “as read” and to note accordingly.</p> <ol style="list-style-type: none"> To receive draft Minutes of 17 December 2018. It was NOTED that the meeting on 17 December 2018 was cancelled due to not being quorate. To receive recommendation from the committee Chair regarding additional members. It was RESOLVED to add Cllr DM and Cllr TS to this committee. 	Clerk
FC18/19-61	<p>Insurance to agree supplier, term and approve quote. Clerk presented quotes. It was RESOLVED to accept the quote from Zurich for a 3-year term at £2003.88/year.</p>	Clerk
FC18/19-62	<p>Youth Engagement, Council to agree next steps. Cllr TS proposed that a working group be set up, to also include any relevant outside parties/stakeholders to discuss and present back on the way forward. It was RESOLVED that Cllr TS will take the lead and Cllr RO and Cllr PS agreed to take part.</p>	Cllr TS/ RO
FC18/19-63	<p>WORKING PARTY UPDATES (Fixed Item) Chair of working groups to give updates and council to agree next steps on any actions.</p> <ol style="list-style-type: none"> <u>Property & Land</u> (TS, JS, DM, CB, Clerk) <ol style="list-style-type: none"> RATIFIED the cost for Milton Keynes Village Health & Safety trip hazard issue (£155 exc VAT). Paddock Water trough replace (budgeted 2018/19), agree next steps It was RESOLVED to go ahead and replace the water trough as agreed in the 2018/19 budget. MK Food Fest (Middleton Pavilion), discuss agree next steps. It was RESOLVED that the Parish Council (PC) put a request to MK Pavilions, to ensure that they (the PC) are included in any organisation discussion group <u>Technology</u> (JB, LS, TS, MS, Clerk) nothing to report. <u>Media & Communications</u> (GB, PS, LS, JC, JS, Clerk) Parish Survey still live and will stay open at least until the end of January. Continued focus on raising awareness of it through all available channels. <u>Strategy</u> (All Councillors) <ol style="list-style-type: none"> Note future quarterly dates; Clerk confirmed all members had now 	Clerk

	<p>responded, will send meeting invites.</p> <p>5. <u>Human Resources</u> (DM, TS, RO, Clerk) (a) Independent Contractor Review, Council to approve recommendation. It was RESOLVED to agree a further 12-month extension, ending 31 January 2020.</p> <p>(b) Grants Policy, council to approve recommendation. It was RESOLVED to devolve to Cllr TS/DM/Clerk to make the minor amendments raised in 1.4, 3.2, 3.3 and 3.6 before adopting.</p>	
FC18/19-64	<p>Correspondence</p> <ol style="list-style-type: none"> 1. YMCA letter of request - NOTED 2. Middleton School Parking Proposal, informal consultation outcome. NOTED, Clerk to re-circulate. 	Clerk
FC18/19-65	<p>Councillor Reports and Items for Future Agenda</p> <ol style="list-style-type: none"> 1. Cllr RO gave an update on Porterhouse, who are carrying out the fire safety issues raised by Clarion Housing Group (CHG). They will be starting within next 2-weeks dependent on CHG schedule of getting residents moved out. There is now a dedicated liaison person at Porterhouse. 2. Cllr TS proposed that we ask CHG to hold a further residents meeting to give them an update, all agreed. 	Clerk
FC18/19-66	<p>Meeting</p> <ol style="list-style-type: none"> 1. Next Full Council meeting 4 February 2019. NOTED that Clerk will be absent, meeting will be recorded in line with BALC recommendation. 	Info

Closed 21h43

DRAFT