

PARISH COUNCIL MEETING MINUTES
Monday 3 December 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)-left 21h30, R Oates (RO),
Ward Councillors: Cllr's S Crooks (SC), J Bint (JB), C Morris (CM)
Officers Present: Vicky Mote (Clerk/RFO)
Also Present: Colin Bowker (Contractor), 6 members of the public

Chair formally opened the meeting at 19h15

Ref	AGENDA	Action
FC18/19-35	<p>Apologies: To receive, note and agree apologies for absence. RESOLVED to accept Cllr Jo Small (medical) absence. RESOLVED not to accept Cllr Julie Chambers reason for absence. NOTED that Cllr Mez Solanki resigned 20/11/18</p>	
FC18/19-36	<p>Declaration of Interest: Cllr JB, who is a member of the Development Control Panel declared an interest in item FC18/19-42 Planning. He will not express any opinion on planning applications however, is happy to comment on any planning processes</p> <p>Formally closed meeting at 19h25 for public open time.</p>	
FC18/19-37	<p>Public question time: 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>Members of the public introduced themselves, items of update were taken under Ward Councillor updates. Session closed at 19h33 and full council re convened.</p>	
FC18/19-38	<p>Ward Councillor Updates</p> <p><u>Ward Cllr CM update on Ferry Meadows Development</u></p> <ol style="list-style-type: none"> 1. confirmed she has met with Highways, Housing Association and Hindu Association. 2. Phase one is due to open in Jan 19 and will have a limit of capacity at 120. 3. Phase one will include 98 parking spaces, which will be the maximum serving both phase one and phase two. 4. Phase one has taken circa 10 years to come to fruition therefore, it is anticipated that it will take a similar timeline to get phase two going. 5. Therefore, it is anticipated that there will be no immediate problems, if any, with parking. 6. There will be a License with Parks Trust for additional temporary parking on grass verge, as an overflow where the canal is due to be expanded. 7. Milton Keynes Council are still looking at five options on highways changes. 8. There is funding of £207K in the s106 pot however, this funding is also to be used for the redway network associated with this area. <p>Cllr DM asked members of the public to put this into perspective with Milton Keynes Village Hall, which also has a capacity limit of 120 and they only have 16 car parking spaces.</p> <p><u>Ward Cllr SC update on Ferry Meadows</u></p> <ol style="list-style-type: none"> 1. Commented on Ferry Meadows development and questioned whether there would be an impact in the summer when events are held outside? 2. Confirmed that the residents are not happy with the parking proposal for double yellow lines. 3. Short term, MKC are looking to see if some money can be used for temporary access across Cavern Way. 4. There is a fear that nothing will be done with only looking at the short-term and not 	

	<p>the long-term.</p> <p><u>Ward Cllr CM update on Oakgrove</u> Oakgrove construction traffic, speeding, double yellow line and litter are the current key issues.</p> <ol style="list-style-type: none"> 1. Work is happening with the enforcement team on double-yellow lines. 2. Planning enforcement are dealing with the developer regarding cleaning roads and parking problems created by the workforce. Note that this is not formally under Planning enforcement remit. 3. Rubbish on Oakgrove is an issue; litter bin going in next to the bus stop and will be emptied fortnightly. 4. Costa issue being dealt with, picking up other areas in Oakgrove, which is the focus at the moment. <p>Cllr YO asked if the zebra crossing request outside the school is being considered?</p> <p>Cllr CM confirmed that she is currently in discussion with MKC regarding which roads have been formally adopted; the topic of a zebra crossing has been noted.</p> <p>Cllr CM notified Council that there would be extra parking enforcement within Oakgrove</p> <p><u>Ward Cllr SC update</u> Confirmed that the speed equipment for Fen Street has been returned to the Brooklands residents for 3-months. There will be a discussion with MKC about purchasing 10 further kits, which will then be put to various Parish Councils to potentially take on at a cost of circa £3500/kit (excluding running costs).</p> <p>MKC are looking at their budget to see if there is going to be any more money for the Eastern expansion.</p> <p>MKC are also looking at the viability of providing 20mph zones, which will be put out by petition and consultation with resident and police. MKC will look at 4 schemes they can afford to implement for example; Middleton, Broughton Gate, Brooklands, where there is a high presence of children.</p> <p><u>Ward Cllr JB update</u></p> <ol style="list-style-type: none"> 1. With regard to 20 mph zone, he confirmed MKC will only do if self-enforcing is installed and they can afford it. 2. Currently a debate going on about the potential of the population of MK in the next decade of circa 500.000, which has been put forward without discussion. What will this mean with regard to utilities? 3. People who like shopping in CMK are advocating a 2-hr free campaign to encourage more footfall, which can be done with prosperity of CMK. 4. Lime green electric bikes are now available. <p>Cllr RO asked if the “yellow lines” on Oakgrove are going to be re painted as they are very faint. Ward Cllr CM confirmed this was being looked into in line with which roads have been officially adopted by MKC.</p>	
FC18/19-39	<p>Minutes The following typos, highlighted in bold were amended:</p> <p>FC18/19-23 18/02470/FUL-Garage conversion, At: 10 Gallant Way Brooklands, Milton Keynes. MK10 7JW RESOLVED no objection 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> <p>18/02511/FUL- Conversion of existing detached double garage into a dwelling at 9</p>	

	<p>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, if required.</p> <p>There is a current notion motion out for consultation</p> <p>RESOLVED to agree to amendments as a correct record, the Minutes of the Parish Council meeting held on 5 November 2018; duly signed by Cllr DM (Chair).</p>																																																																																																										
FC18/19-40	<p>Finance Payments to agree payments to be made as per payments list circulated. NOTED and signed by signatories.</p> <p style="text-align: center;">Broughton & Milton Keynes Parish Council Current Bank A/c List of Payments made between 04/11/2018 and 30/11/2018</p> <table border="1" data-bbox="304 714 1343 1648"> <thead> <tr> <th>Date</th> <th>Payee Name</th> <th>Ref</th> <th>Paid</th> <th>Transaction Detail</th> </tr> </thead> <tbody> <tr> <td>06-Nov</td> <td>Virgin Mobile</td> <td>DD</td> <td>£6.19</td> <td>Mobile Phone</td> </tr> <tr> <td>14-Nov</td> <td>Information Commission Office</td> <td>DD</td> <td>£40.00</td> <td>Data Protection Fee-Annual</td> </tr> <tr> <td>16-Nov</td> <td>MK Village Hall</td> <td>BACS</td> <td>£3,500.00</td> <td>Annual Fireworks</td> </tr> <tr> <td>19-Nov</td> <td>GeoXphere Ltd</td> <td>BACS</td> <td>£176.40</td> <td>Parish Online Mapping</td> </tr> <tr> <td>19-Nov</td> <td>EDF Energy</td> <td>BACS</td> <td>£59.49</td> <td>Office Electric</td> </tr> <tr> <td>19-Nov</td> <td>Great Linford Parish Council</td> <td>BACS</td> <td>£21.00</td> <td>Disability Awareness Course</td> </tr> <tr> <td>19-Nov</td> <td>Metrosings 2000</td> <td>BACS</td> <td>£1,440.00</td> <td>Office Noticeboard</td> </tr> <tr> <td>19-Nov</td> <td>Marcus Young Landscapes</td> <td>BACS</td> <td>£593.40</td> <td>Bin Servicing-Oct 18</td> </tr> <tr> <td>19-Nov</td> <td>RTM Landscapes</td> <td>BACS</td> <td>£944.30</td> <td>Landscaping-Oct 18</td> </tr> <tr> <td>29-Nov</td> <td>Vicky Mote</td> <td>BACS</td> <td>£2,030.00</td> <td>Salary-Nov 18</td> </tr> <tr> <td>29-Nov</td> <td>Mrs A McNaughton</td> <td>BACS</td> <td>£620.83</td> <td>AM Salary-Nov 18</td> </tr> <tr> <td>29-Nov</td> <td>HMRC</td> <td>BACS</td> <td>£922.76</td> <td>Tax+NI-Nov 18</td> </tr> <tr> <td>29-Nov</td> <td>Bucks County Council</td> <td>BACS</td> <td>£843.71</td> <td>Pension-Nov 18</td> </tr> <tr> <td>30-Nov</td> <td>Glasworthy Ms J</td> <td>BACS</td> <td>£35.00</td> <td>KC39 Plot Deposit Refund</td> </tr> <tr> <td>30-Nov</td> <td>Foxfield Mr C</td> <td>CHQ1855</td> <td>£35.00</td> <td>CC34 Plot Deposit Refund</td> </tr> <tr> <td>30-Nov</td> <td>Vicky Mote</td> <td>BACS</td> <td>£135.50</td> <td>Reimbursements-Nov 18</td> </tr> <tr> <td>30-Nov</td> <td>Aitchison Raffety</td> <td>BACS</td> <td>£894.00</td> <td>Asset Insurance Valuations</td> </tr> <tr> <td colspan="3" style="text-align: center;">Total Payments</td> <td>£12,297.58</td> <td></td> </tr> </tbody> </table> <table border="1" data-bbox="304 1680 1224 1888"> <thead> <tr> <th colspan="2" style="text-align: center;">Bank Account Balances as at 30/11/18</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Lloyds Current Account</td> <td style="text-align: right;">£104,601.37</td> </tr> <tr> <td style="text-align: center;">Lloyds Deposit Account</td> <td style="text-align: right;">£31,607.86</td> </tr> <tr> <td style="text-align: center;">Public Sector Deposit Account</td> <td style="text-align: right;">£25,000.00</td> </tr> <tr> <td style="text-align: center;">Total Funds</td> <td style="text-align: right;">£161,209.23</td> </tr> </tbody> </table>	Date	Payee Name	Ref	Paid	Transaction Detail	06-Nov	Virgin Mobile	DD	£6.19	Mobile Phone	14-Nov	Information Commission Office	DD	£40.00	Data Protection Fee-Annual	16-Nov	MK Village Hall	BACS	£3,500.00	Annual Fireworks	19-Nov	GeoXphere Ltd	BACS	£176.40	Parish Online Mapping	19-Nov	EDF Energy	BACS	£59.49	Office Electric	19-Nov	Great Linford Parish Council	BACS	£21.00	Disability Awareness Course	19-Nov	Metrosings 2000	BACS	£1,440.00	Office Noticeboard	19-Nov	Marcus Young Landscapes	BACS	£593.40	Bin Servicing-Oct 18	19-Nov	RTM Landscapes	BACS	£944.30	Landscaping-Oct 18	29-Nov	Vicky Mote	BACS	£2,030.00	Salary-Nov 18	29-Nov	Mrs A McNaughton	BACS	£620.83	AM Salary-Nov 18	29-Nov	HMRC	BACS	£922.76	Tax+NI-Nov 18	29-Nov	Bucks County Council	BACS	£843.71	Pension-Nov 18	30-Nov	Glasworthy Ms J	BACS	£35.00	KC39 Plot Deposit Refund	30-Nov	Foxfield Mr C	CHQ1855	£35.00	CC34 Plot Deposit Refund	30-Nov	Vicky Mote	BACS	£135.50	Reimbursements-Nov 18	30-Nov	Aitchison Raffety	BACS	£894.00	Asset Insurance Valuations	Total Payments			£12,297.58		Bank Account Balances as at 30/11/18		Lloyds Current Account	£104,601.37	Lloyds Deposit Account	£31,607.86	Public Sector Deposit Account	£25,000.00	Total Funds	£161,209.23	
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FC18/19-41	<p>Consultations Papers (fixed item). To agree Parish Council responses to current consultations.</p> <p>1. Milton Keynes Plan:MK schedule of main modifications consultation, deadline 12/12/18.</p>																																																																																																										

	RESOLVED to accept the proposed modifications.	
FC18/19-42	<p>Planning & Licensing Committee To take Draft Minutes “as read” and to note/accept Minutes accordingly.</p> <p>1. RESOLVED to accept the draft minutes of 19 November 2018 and NOTED that Parish Council respond to all applications regardless of FOR or AGAINST.</p> <p>2. To receive any important updates and recommendations from the Chairman arising from the meeting held of the 19 November 2018 RESOLVED to accept proposal to purchase a projector and monitor screen(s) up to value of £1000. Cllr GB agreed to put forward some options for consideration.</p>	Cllr GB Clerk
FC18/19-43	<p>Risk Management Clerk present the updated report dated 03/12/18. RESOLVED to accept the report. NOTED that report should to be modified to include “risk score” and add two additional risks for evaluation; GDPR Data Breach and Adverse Possession.</p> <p>Clerk confirmed that she is continuously working on matters relating to GDPR compliance.</p>	Clerk
FC18/19-44	<p>Oakgrove Fire Safety NOTED the updates relating to Oakgrove office and Oakgrove fire safety.</p> <p>Ward Cllr CM confirmed that there are 8 blocks affected in Oakgrove; 4 under Clarion Housing Association and 4 under Crest Nicholson (developer).</p> <p>Current build allows for half hour fire safety in the event of a fire. There doesn't appear to be an issue in any one specific build phase, it is across the board and affects private, housing association and developer properties.</p> <p><u>Clarion Buildings</u> Clarion are upgrading this within their blocks to give one-hour fire safety, which means that specific internal walls have to be padded out with an extra layer of fire retardant boarding.</p> <p>In the event of a fire, this will give the fire brigade half an hour to get residents out and a further half hour for them to deal with the safety of the building.</p> <p>We have been advised that Clarion will be paying a contribution towards resident's costs to move into a hotel or find alternative accommodation.</p> <p>Cllr RO confirmed that temporary communal alarms will be connected throughout the Clarion building in the interim period. Porterhouse, who are the contractor appointed, will check the system once completely installed.</p> <p><u>Crest Buildings</u> We have been advised that Crest will be upgrading the alarm systems within their buildings.</p> <p>Clerk notified Council that Crest, as the Parish Council landlord, has not responded to a meeting request sent 27/11/18 however, a “read receipt” has been received.</p> <p>RESOLVED to give Clarion positive feedback on how they are handling this situation. RESOLVED that no further rent payments are to be made to Crest Nicholson, as the Parish Council landlord, until a meeting has taken place.</p>	
FC18/19-45	<p>SLCC Membership approve 2019 membership RESOLVED to pay the 2019/20 annual subscription of £247.</p>	

FC18/19-46	<p>Parish Survey Cllr GB confirmed he had sent out final version for review. RESOLVED to:</p> <ol style="list-style-type: none"> not issue every household with a paper copy, only on request; ask all community Facebook groups to add the survey link to their page; move deadline to 14 January 2019; Clerk to go ahead with Winter Newsletter and include our website link and not publish Survey Monkey link. Cllr TS to send out draft survey for test; to be finally approved end of business Wed 05/12/18. Cllr YO confirmed she would be happy to enter any hard copy responses on Survey Monkey. 	Cllr TS, Clerk, Media/ Comms
FC18/19-47	<p>MKC Clean-up Fund review proposal put forward to share machinery</p> <ol style="list-style-type: none"> RESOLVED to respond and agree in principle to a joint collaboration on this initiative however, not in a position to formally commit until further questions answered. RESOLVED to find out if MKC intends to continue with these services or devolve them down to parish Councils; don't see the point in duplicating. RESOLVED that Council send Clerk any specific questions they wish to ask; deadline week ending 09/12/18. Clerk to forward collated questions to the project group for further clarity. 	Clerk Council
FC18/19-48	<p>WORKING PARTY UPDATES (Fixed Item) Chair of working groups to give updates and council to agree next steps on any actions.</p> <p><u>Property & Land</u> (TS, JS, DM, CB, Clerk)</p> <ol style="list-style-type: none"> To receive any important updates and recommendations from the Chairman arising from the meeting held on the 7 November 2018. RESOLVED to accept the minutes and proposals put forward. Helicopter Landing Request. RESOLVED to not support request for landing on public access land due to high risk. Clerk confirmed that the pilot/operator has to request permission from the land owner. Bin Servicing SLA presented by Marcus Young Landscapes. RESOLVED to delay decision until further quotes have been obtained in line with the Parish Council financial regulation. <p><u>Technology</u> (JB, LS, TS, MS, Clerk); no updates</p> <p><u>Media & Communications</u> (GB, PS, LS, JC, JS, Clerk) RESOLVED to accept Cllr TS as a member of the group.</p> <p>12.4 <u>Strategy</u> (All Councillors); no updates</p> <p>12.5 <u>Human Resources</u> (DM, TS, RO, Clerk), no updates</p>	
FC18/19-49	<p>Correspondence</p> <ol style="list-style-type: none"> <u>Public Sector Deposit Fund</u> notification of changes. NOTED changes. <u>WR Allotment Complaint</u> Tenant (JM) had notified Cllr DM (Chair) prior to the meeting that he had demolished the greenhouse. RESOLVED that the complaint raised has now been dealt with and closed. Tenant (JM) advised Council that he will be giving feedback on an informal basis as to how the complaint was handled. 	

FC18/19-50	Councillor Reports and Items for Future Agenda None to report	
FC18/19-51	Meeting 1. Council to agree 2019 Full Council dates. RESOLVED to accept dates presented by the Clerk. 2. NOTED that the next Full Council meeting 7 January 2018	
FC18/19-52	Potential Adverse Possession 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 formally closed at 21h40 before item 52 commenced.

DRAFT