

MINUTES OF THE PARISH COUNCIL MEETING

Held on 3 July 2017 at 19h15 at 27 Atlas Way, Oakgrove, MK10 9SG

Public Open Session convened at 19h15

Ref	Item	Time																
1.	<p>Present: Cllr D Monk (DM)-Chair, Cllr J Brighton (JeB), Cllr D Hudson (DH), Cllr M Solanki (MS), Cllr J Bint (JoB), Cllr L Swinton (LS), Cllr J Small (JS), Cllr J Chambers (JC), Cllr Y Olayemi (YO).</p> <p>Apologies: Cllr T Small (TS)-Vice Chair, Cllr G Stimson (GS), Cllr C Craig (CC),</p> <p>In attendance: Vicky Mote (Acting Clerk) and 8 members of public</p>																	
2.	<p>Minutes of the Parish Council Meeting held on 5 June 2017 were confirmed as a true record and signed by Cllr DM (Chair).</p>																	
3.	<p>Declaration of Interest:</p> <p>3.1 Cllr JoB declared an interest in planning.</p> <p>3.2 Cllr's JS, LS, JC declared an interest in item 4.1.1 Oakgrove School.</p> <p>3.3 Cllr LS declared an interest in item 4.1.2 Broughton Scout Group.</p>																	
4.	<p>Finance</p> <p>4.1 Appeal for Funding</p> <p>4.1.1 Oakgrove School – Iain Sear gave an overview. RESOLVED: Council agreed not to grant funds based on majority vote; Cllr's JoB and JC voted FOR. All other councillors present voted AGAINST.</p> <p>4.1.2 Broughton Scout Group – Chris Underwood/Lesley Thelwell. RESOLVED: Council agreed to grant £461.68 requested.</p> <p>4.2 Payments RESOLVED: Council approved payment list presented; duly signed by Cllr's DM and JS.</p> <p>a. Report of receipts, payments and balances for April</p> <p>Income received</p> <table border="1" style="width: 100%;"> <tr> <td style="text-align: right;">£1.34</td> <td>30 day bank account interest 09/06/17</td> </tr> <tr> <td style="text-align: right;">£852.00</td> <td>Crosswell (MKV Paddock Annual Rent)</td> </tr> <tr> <td style="text-align: right;">£330.38</td> <td>Milton Keynes Council (Refund Business Rates Pavilion)</td> </tr> <tr> <td style="text-align: right;">£5.04</td> <td>Public Sector Deposit Account</td> </tr> </table> <p>Treasurer's Account</p> <table border="1" style="width: 100%;"> <tr> <td style="text-align: right;">£89,099.63</td> <td>Bank statement, 27/06/17</td> </tr> </table> <p>30 day Account</p> <table border="1" style="width: 100%;"> <tr> <td style="text-align: right;">£31,585.44</td> <td>Bank statement, 27/06/17</td> </tr> <tr> <td style="text-align: right;">£1.34</td> <td>Interest Received 09/06/17</td> </tr> </table> <p>CCLA public sector deposit fund</p> <table border="1" style="width: 100%;"> <tr> <td style="text-align: right;">£25,000.00</td> <td>Transfer from Treasurer account, 31 May 2016</td> </tr> </table>	£1.34	30 day bank account interest 09/06/17	£852.00	Crosswell (MKV Paddock Annual Rent)	£330.38	Milton Keynes Council (Refund Business Rates Pavilion)	£5.04	Public Sector Deposit Account	£89,099.63	Bank statement, 27/06/17	£31,585.44	Bank statement, 27/06/17	£1.34	Interest Received 09/06/17	£25,000.00	Transfer from Treasurer account, 31 May 2016	Clerk
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b. Schedule of payments

Payments made since last meeting

Net	VAT	Total	Payee	Expense	Pyt method
£1,500.00		£1,500.00	Broughton & Brooklands CC	Grant	BACS
£29.56		£29.56	Anglian Water	Allotment Walton Road	BACS
£100.00	£20.00	£120.00	Fire & Electrical Safety Ltd	Service Fee/Bi Annual Fire Alarm Service	BACS
£50.00	£10.00	£60.00	Fire & Electrical Safety Ltd	Fire Risk Assessment	BACS
£35.00	£7.00	£42.00	BT Internet	Oakgrove 01/05/17-31/07/17	BACS
£12.00		£12.00	Clerks & Councils Direct	Annual Magazine subscription	BACS
£593.37		£593.37	Alison McNaughton	Apr Salary	BACS
£391.00	£78.20	£469.20	Marcus Young	Weekly Dog Waste Bins May 17	BACS
£453.61		£453.61	Colin Bowker	Contractor	BACS
£1,425.11		£1,425.11	Kents Hill & Monkston Parish C	Clerk outsource Salary/PAYE/NI/Pension	BACS
£38.99		£38.99	Colin Bowker	Expenses-Pavilion	BACS
£17.38		£17.38	Anglian Water	Middleton Allotment	BACS
£484.41		£484.41	V Mote	Expense Reimbursement	BACS
£110.00	£22.00	£132.00	Connexin	VOIP Initial Setup Cost	BACS
£429.43	£21.47	£450.90	EON	Oakgrove Elect 21/10/16-03/04/17	BACS
£23.77	£4.74	£28.51	C Bowker	Isolation Valves-Pavilion	BACS
£56.50		£56.50	Anglian Water	Allotment-MKV	BACS
£33.32	£6.66	£39.88	BT Business	Middleton Pavilion (Recharge)	DD
£5.08		£5.08	Virgin Mobile	Monthly Charge	DD
£1,518.21		£1,518.21	BMKALC	Annual Membership	BACS
£428.33	£85.67	£514.00	Marcus Young	Land Maintenance May 2017	BACS
£7,551.84	£1,510.37	£9,062.21	Plumbing & Gas	Pavilion – balance of quote approved	BACS
£272.00	£54.40	£326.40	Plumbing & Gas	Pavilion Urinal Taps-quote approved	BACS
£385.45		£385.45	Bespoke Media	Print Newsletter (5300 copies)	BACS
£561.00	£112.20	£673.20	Sure2Door	Newsletter Distribution (5300 copies)	BACS

Payments to be authorised

£561.00	£112.20	£673.20	Sure2Door	Newsletter Solus Distribution	BACS
		£TBC	Connexin	Monthly VOIP DD	DD
£575.82		£575.82	Alison McNaughton	Jun Salary	BACS
£34.53		£34.53	Bucks CC	Employee Pension (AM) May + Jun 17	BACS
		TBC	Marcus Young	Ground Maintenance Jun 17	BACS
		TBC	Marcus Young	Weekly Dog Waste Bins Jun 17	BACS
£537.19		£537.19	Colin Bowker	Contractor Jun 17	BACS
£31.60		£31.60	Colin Bowker	Pavilion Pluming/SD Card Allot Photos	BACS
		£TBC	Kents Hill & Monkston Parish C	Clerk outsource Salary/PAYE/NI/Pension Jun 17	BACS
		£TBC	V Mote	Expense Reimbursement Jun 17	BACS
£5.08		£5.08	Virgin Mobile	Monthly Charge Jun 17	DD
£1,800.00	£360.00	£2,160.00	Crest Nicholson	Oakgrove Rent 25/12/16 to 24/03/17	BACS
£1,800.00	£360.00	£2,160.00	Crest Nicholson	Oakgrove Rent 25/03/17 to 23/06/17	BACS
£1,800.00	£360.00	£2,160.00	Crest Nicholson	Oakgrove Rent 24/06/17 to 28/09/17	BACS

5. **Planning Applications** (fixed item). No comment of objections.

6. **Consultations Papers** (fixed item)

6.1 East West Rail, 30 June-11 Aug.

RESOLVED: Clerk to respond with comments made in meeting 6 June 17.

Clerk

	"Agree this is a good idea with added comments that the V10 South could be affected; to look at bridges, underpasses in conjunction with the frequency of the level crossing."	
	Tree Survey RESOLVED: Clerk presented quotes from Marcus Young Landscaping and RTM Landscapes. Cllr JS proposed RTM, Council agreed.	Clerk
8.	<p>Working Group Updates/Actions</p> <p>8.1 Oakgrove Office</p> <p>8.1.1 <u>Signage</u> (Crest Nicholson has agreed to pay for this), agree content. RESOLVED: Council agreed to Broughton and Milton Keynes Parish Council Office. Council devolved responsibility to Cllr JS and Clerk to go ahead and send quotes to Crest Nicholson.</p> <p>8.1.2 <u>Meeting Room Hire</u> and cleaner, agree next steps. RESOLVED: Council agreed that Cllr's YO, JS, Colin Bowker and Clerk to bring back some recommendations to September meeting for discussion/approval.</p> <p>8.2 Property & Land Working Group (Cllr's DM, JS, TS, Colin Bowker) RESOLVED: Council agreed to C/F to September for an update.</p> <p>8.3 Technology Working Group (Cllr's MS, GS, JoB, LS, TS) Cllr's MS and JoB gave an update on progress. RESOLVED: Council agreed working group to bring back a proposal in September, Cllr DM proposed Clerk to be included in working group, all agreed.</p> <p>8.4 Shared Services Working Group (Cllr's DM, JS, TS, JeB) RESOLVED: Council agree to C/F to September as not in a clear position to be able to comment at the moment.</p> <p>8.5 Ground Maintenance Working Group (Cllr's DH, JS, JoB, Clerk, Colin Bowker) RESOLVED: Council accepted pre circulated minutes of meeting held 22/06/17. RESOLVED: Clerk requested decision on Legal Advice, all agreed Clerk to approach BALC/NALC first, if referred to own legal then budget of £225/hr from Geoffrey Leaver Solicitors agreed at a maximum of 2hrs. Clerk to circulate draft questions to Council before seeking advice.</p>	All
9.	Clerk/RFO Role Cllr DM stated that this topic is currently confidential and asked Council if all agreed to the proposal circulated prior to the meeting. RESOLVED: Council agreed.	DM
10.	MKV Garden Clerk presented quote for one-off skip clearance of fly tipping. RESOLVED: Council agreed to quote of £162.00	Clerk
11.	Correspondence (Fixed Item) No key issues to report on.	Info
12.	Risk Assessments (Fixed Item) Clerk circulated Walton Road Allotment Risk Assessment Results and recommendations for action. RESOLVED: Council agreed to a one-off clearance of vacant plots quoted at £915. Clerk to give further update on progress at the next meeting in September.	Clerk
13.	Warden Report (Fixed Item) Colin Bowker circulated his monthly report, no concerns raised or immediate actions required.	Info
14.	Councillor Reports and Items for Future Agenda (Fixed Item) <ul style="list-style-type: none"> 1. Bins Risk Assessment – September meeting (Clerk). 2. Update council on meeting with Artist-Claridge Park project next meeting (Cllr JeB). 3. Strategy Meeting-September meeting (Cllr DM) 	Clerk, JeB, DM
15.	Next Meeting: Monday 4 th September 2017	

Meeting closed:21h10

Signature:	
Name/Position:	
Date:	