

## MINUTES OF THE PARISH COUNCIL MEETING

### Held on 6 November 2017 at 19h15 at 27 Atlas Way, Oakgrove, MK10 9SG

Meeting Started 19h15

Cllr DM (Chair) opened the public session setting out how the topic of allotments would be addressed under agenda item 5 and gave members of the public who wanted to raise anything other than allotments, the opportunity to do so in the Public Open Session.

| Ref                                | Item  | Time                                |        |                  |                           |                   |            |                                    |                   |            |                                   |                   |            |              |  |                    |          |  |  |  |  |      |       |         |        |         |        |              |                                     |      |         |       |                            |          |      |       |     |            |                |      |           |        |                       |          |      |       |        |              |                          |      |           |              |  |  |  |                  |          |  |  |  |  |  |  |      |       |         |    |     |     |        |      |                  |                             |      |           |       |           |      |                       |          |      |        |       |        |      |                          |                       |      |         |        |         |      |                          |                            |      |         |        |         |      |                      |          |      |        |       |        |       |                   |                   |      |         |       |         |       |            |                              |      |         |       |         |       |
|------------------------------------|---|-------------------------------------|--------|------------------|---------------------------|-------------------|------------|------------------------------------|-------------------|------------|-----------------------------------|-------------------|------------|--------------|--|--------------------|----------|--|--|--|--|------|-------|---------|--------|---------|--------|--------------|-------------------------------------|------|---------|-------|----------------------------|----------|------|-------|-----|------------|----------------|------|-----------|--------|-----------------------|----------|------|-------|--------|--------------|--------------------------|------|-----------|--------------|--|--|--|------------------|----------|--|--|--|--|--|--|------|-------|---------|----|-----|-----|--------|------|------------------|-----------------------------|------|-----------|-------|-----------|------|-----------------------|----------|------|--------|-------|--------|------|--------------------------|-----------------------|------|---------|--------|---------|------|--------------------------|----------------------------|------|---------|--------|---------|------|----------------------|----------|------|--------|-------|--------|-------|-------------------|-------------------|------|---------|-------|---------|-------|------------|------------------------------|------|---------|-------|---------|-------|
| 1.                                 | <p><b>Apologies:</b> Cllr D Hudson (DH)<br/> <b>Present:</b> Cllr D Monk (DM)-Chair, Cllr T Small (TS)-Vice Chair, Cllr J Bint (JoB), Cllr L Swinton (LS), Cllr J Small (JS), Cllr M Solanki (MS), Cllr J Brighton (JeB), Cllr Y Olayemi (YO), Cllr C Craig (CC)-left at 21h00, Cllr J Chambers (JC).<br/> <b>In attendance:</b> Vicky Mote (Clerk) and 24 members of public, Colin Bowker (Contractor)</p>   |                                     |        |                  |                           |                   |            |                                    |                   |            |                                   |                   |            |              |  |                    |          |  |  |  |  |      |       |         |        |         |        |              |                                     |      |         |       |                            |          |      |       |     |            |                |      |           |        |                       |          |      |       |        |              |                          |      |           |              |  |  |  |                  |          |  |  |  |  |  |  |      |       |         |    |     |     |        |      |                  |                             |      |           |       |           |      |                       |          |      |        |       |        |      |                          |                       |      |         |        |         |      |                          |                            |      |         |        |         |      |                      |          |      |        |       |        |       |                   |                   |      |         |       |         |       |            |                              |      |         |       |         |       |
| 2.                                 | <p><b>Minutes</b> of the Parish Council Meeting held on 2 October 2017 were amended and signed as a true copy by Cllr DM (Chair).</p> <p>Clerk pointed out two amendments as follows:<br/>           Item 4 Finance, the Statement Balance for Treasurers Account should show £110,703.99 and 30 Day Bank Instant Account should show £31,589.51; they were recorded the wrong way around.<br/>           Item 7.1 Middleton Pavilion, typo, should show FOR: TS and not TM</p>   |                                     |        |                  |                           |                   |            |                                    |                   |            |                                   |                   |            |              |  |                    |          |  |  |  |  |      |       |         |        |         |        |              |                                     |      |         |       |                            |          |      |       |     |            |                |      |           |        |                       |          |      |       |        |              |                          |      |           |              |  |  |  |                  |          |  |  |  |  |  |  |      |       |         |    |     |     |        |      |                  |                             |      |           |       |           |      |                       |          |      |        |       |        |      |                          |                       |      |         |        |         |      |                          |                            |      |         |        |         |      |                      |          |      |        |       |        |       |                   |                   |      |         |       |         |       |            |                              |      |         |       |         |       |
| 3.                                 | <p><b>Declaration of Interest:</b><br/>           Cllr JoB, who is a member of the Development Control Panel declared an interest in item 6 Planning. He will not express any opinion on planning applications however, is happy to comment on any planning processes.</p>  |                                     |        |                  |                           |                   |            |                                    |                   |            |                                   |                   |            |              |  |                    |          |  |  |  |  |      |       |         |        |         |        |              |                                     |      |         |       |                            |          |      |       |     |            |                |      |           |        |                       |          |      |       |        |              |                          |      |           |              |  |  |  |                  |          |  |  |  |  |  |  |      |       |         |    |     |     |        |      |                  |                             |      |           |       |           |      |                       |          |      |        |       |        |      |                          |                       |      |         |        |         |      |                          |                            |      |         |        |         |      |                      |          |      |        |       |        |       |                   |                   |      |         |       |         |       |            |                              |      |         |       |         |       |
| 4.                                 | <p><b>Finance</b><br/>           4.1 Appeals for Funding - none submitted.</p> <p><b>Payments</b> Clerk presented the finance report.<br/>           RESOLUTION: Council approved payment list presented; duly signed by Cllr's DM and JeB.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="3" style="text-align: center;">STATEMENT BALANCES</th> </tr> </thead> <tbody> <tr> <td style="width: 40%;"><b>Treasurers Account</b></td> <td>Balance 31 Oct 17</td> <td style="text-align: right;">£95,578.49</td> </tr> <tr> <td><b>30 Day Bank Instant Account</b></td> <td>Balance 31 Oct 17</td> <td style="text-align: right;">£31,590.72</td> </tr> <tr> <td><b>Public Sector Deposit Fund</b></td> <td>Balance 31 Aug 17</td> <td style="text-align: right;">£25,000.00</td> </tr> <tr> <td><b>Total</b></td> <td></td> <td style="text-align: right;"><b>£152,169.21</b></td> </tr> </tbody> </table><br><table border="1" style="width: 100%; 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| STATEMENT BALANCES                 |   |                                     |        |                  |                           |                   |            |                                    |                   |            |                                   |                   |            |              |  |                    |          |  |  |  |  |      |       |         |        |         |        |              |                                     |      |         |       |                            |          |      |       |     |            |                |      |           |        |                       |          |      |       |        |              |                          |      |           |              |  |  |  |                  |          |  |  |  |  |  |  |      |       |         |    |     |     |        |      |                  |                             |      |           |       |           |      |                       |          |      |        |       |        |      |                          |                       |      |         |        |         |      |                          |                            |      |         |        |         |      |                      |          |      |        |       |        |       |                   |                   |      |         |       |         |       |            |                              |      |         |       |         |       |
| <b>Treasurers Account</b>          | Balance 31 Oct 17   | £95,578.49                          |        |                  |                           |                   |            |                                    |                   |            |                                   |                   |            |              |  |                    |          |  |  |  |  |      |       |         |        |         |        |              |                                     |      |         |       |                            |          |      |       |     |            |                |      |           |        |                       |          |      |       |        |              |                          |      |           |              |  |  |  |                  |          |  |  |  |  |  |  |      |       |         |    |     |     |        |      |                  |                             |      |           |       |           |      |                       |          |      |        |       |        |      |                          |                       |      |         |        |         |      |                          |                            |      |         |        |         |      |                      |          |      |        |       |        |       |                   |                   |      |         |       |         |       |            |                              |      |         |       |         |       |
| <b>30 Day Bank Instant Account</b> | Balance 31 Oct 17   | £31,590.72                          |        |                  |                           |                   |            |                                    |                   |            |                                   |                   |            |              |  |                    |          |  |  |  |  |      |       |         |        |         |        |              |                                     |      |         |       |                            |          |      |       |     |            |                |      |           |        |                       |          |      |       |        |              |                          |      |           |              |  |  |  |                  |          |  |  |  |  |  |  |      |       |         |    |     |     |        |      |                  |                             |      |           |       |           |      |                       |          |      |        |       |        |      |                          |                       |      |         |        |         |      |                          |                            |      |         |        |         |      |                      |          |      |        |       |        |       |                   |                   |      |         |       |         |       |            |                              |      |         |       |         |       |
| <b>Public Sector Deposit Fund</b>  | Balance 31 Aug 17   | £25,000.00                          |        |                  |                           |                   |            |                                    |                   |            |                                   |                   |            |              |  |                    |          |  |  |  |  |      |       |         |        |         |        |              |                                     |      |         |       |                            |          |      |       |     |            |                |      |           |        |                       |          |      |       |        |              |                          |      |           |              |  |  |  |                  |          |  |  |  |  |  |  |      |       |         |    |     |     |        |      |                  |                             |      |           |       |           |      |                       |          |      |        |       |        |      |                          |                       |      |         |        |         |      |                          |                            |      |         |        |         |      |                      |          |      |        |       |        |       |                   |                   |      |         |       |         |       |            |                              |      |         |       |         |       |
| <b>Total</b>                       |   | <b>£152,169.21</b>                  |        |                  |                           |                   |            |                                    |                   |            |                                   |                   |            |              |  |                    |          |  |  |  |  |      |       |         |        |         |        |              |                                     |      |         |       |                            |          |      |       |     |            |                |      |           |        |                       |          |      |       |        |              |                          |      |           |              |  |  |  |                  |          |  |  |  |  |  |  |      |       |         |    |     |     |        |      |                  |                             |      |           |       |           |      |                       |          |      |        |       |        |      |                          |                       |      |         |        |         |      |                          |                            |      |         |        |         |      |                      |          |      |        |       |        |       |                   |                   |      |         |       |         |       |            |                              |      |         |       |         |       |
| RECEIPTS                           |   |                                     |        |                  |                           |                   |            |                                    |                   |            |                                   |                   |            |              |  |                    |          |  |  |  |  |      |       |         |        |         |        |              |                                     |      |         |       |                            |          |      |       |     |            |                |      |           |        |                       |          |      |       |        |              |                          |      |           |              |  |  |  |                  |          |  |  |  |  |  |  |      |       |         |    |     |     |        |      |                  |                             |      |           |       |           |      |                       |          |      |        |       |        |      |                          |                       |      |         |        |         |      |                          |                            |      |         |        |         |      |                      |          |      |        |       |        |       |                   |                   |      |         |       |         |       |            |                              |      |         |       |         |       |
| Date                               | Payee   | Expense                             | Method | Receipt          |                           |                   |            |                                    |                   |            |                                   |                   |            |              |  |                    |          |  |  |  |  |      |       |         |        |         |        |              |                                     |      |         |       |                            |          |      |       |     |            |                |      |           |        |                       |          |      |       |        |              |                          |      |           |              |  |  |  |                  |          |  |  |  |  |  |  |      |       |         |    |     |     |        |      |                  |                             |      |           |       |           |      |                       |          |      |        |       |        |      |                          |                       |      |         |        |         |      |                          |                            |      |         |        |         |      |                      |          |      |        |       |        |       |                   |                   |      |         |       |         |       |            |                              |      |         |       |         |       |
| 28-Sep                             | MK Pavilions  | BT Business Phone/Internet Recharge | BACS   | £330.32          |                           |                   |            |                                    |                   |            |                                   |                   |            |              |  |                    |          |  |  |  |  |      |       |         |        |         |        |              |                                     |      |         |       |                            |          |      |       |     |            |                |      |           |        |                       |          |      |       |        |              |                          |      |           |              |  |  |  |                  |          |  |  |  |  |  |  |      |       |         |    |     |     |        |      |                  |                             |      |           |       |           |      |                       |          |      |        |       |        |      |                          |                       |      |         |        |         |      |                          |                            |      |         |        |         |      |                      |          |      |        |       |        |       |                   |                   |      |         |       |         |       |            |                              |      |         |       |         |       |
| 3-Oct                              | Public Sector deposit fund  | Interest                            | BACS   | £3.62            |                           |                   |            |                                    |                   |            |                                   |                   |            |              |  |                    |          |  |  |  |  |      |       |         |        |         |        |              |                                     |      |         |       |                            |          |      |       |     |            |                |      |           |        |                       |          |      |       |        |              |                          |      |           |              |  |  |  |                  |          |  |  |  |  |  |  |      |       |         |    |     |     |        |      |                  |                             |      |           |       |           |      |                       |          |      |        |       |        |      |                          |                       |      |         |        |         |      |                          |                            |      |         |        |         |      |                      |          |      |        |       |        |       |                   |                   |      |         |       |         |       |            |                              |      |         |       |         |       |
| Oct                                | 41 Tenants  | Allotment Rent                      | BACS   | £1,833.00        |                           |                   |            |                                    |                   |            |                                   |                   |            |              |  |                    |          |  |  |  |  |      |       |         |        |         |        |              |                                     |      |         |       |                            |          |      |       |     |            |                |      |           |        |                       |          |      |       |        |              |                          |      |           |              |  |  |  |                  |          |  |  |  |  |  |  |      |       |         |    |     |     |        |      |                  |                             |      |           |       |           |      |                       |          |      |        |       |        |      |                          |                       |      |         |        |         |      |                          |                            |      |         |        |         |      |                      |          |      |        |       |        |       |                   |                   |      |         |       |         |       |            |                              |      |         |       |         |       |
| 11-Oct                             | Interest - 30-Day A/C   | Interest                            | BACS   | £1.21            |                           |                   |            |                                    |                   |            |                                   |                   |            |              |  |                    |          |  |  |  |  |      |       |         |        |         |        |              |                                     |      |         |       |                            |          |      |       |     |            |                |      |           |        |                       |          |      |       |        |              |                          |      |           |              |  |  |  |                  |          |  |  |  |  |  |  |      |       |         |    |     |     |        |      |                  |                             |      |           |       |           |      |                       |          |      |        |       |        |      |                          |                       |      |         |        |         |      |                          |                            |      |         |        |         |      |                      |          |      |        |       |        |       |                   |                   |      |         |       |         |       |            |                              |      |         |       |         |       |
| 26-Oct                             | MK Pavilions  | Quarterly Rent (Oct-Jan)            | BACS   | £1,250.00        |                           |                   |            |                                    |                   |            |                                   |                   |            |              |  |                    |          |  |  |  |  |      |       |         |        |         |        |              |                                     |      |         |       |                            |          |      |       |     |            |                |      |           |        |                       |          |      |       |        |              |                          |      |           |              |  |  |  |                  |          |  |  |  |  |  |  |      |       |         |    |     |     |        |      |                  |                             |      |           |       |           |      |                       |          |      |        |       |        |      |                          |                       |      |         |        |         |      |                          |                            |      |         |        |         |      |                      |          |      |        |       |        |       |                   |                   |      |         |       |         |       |            |                              |      |         |       |         |       |
| <b>Total</b>                       |   |                                     |        | <b>£3,418.15</b> |                           |                   |            |                                    |                   |            |                                   |                   |            |              |  |                    |          |  |  |  |  |      |       |         |        |         |        |              |                                     |      |         |       |                            |          |      |       |     |            |                |      |           |        |                       |          |      |       |        |              |                          |      |           |              |  |  |  |                  |          |  |  |  |  |  |  |      |       |         |    |     |     |        |      |                  |                             |      |           |       |           |      |                       |          |      |        |       |        |      |                          |                       |      |         |        |         |      |                          |                            |      |         |        |         |      |                      |          |      |        |       |        |       |                   |                   |      |         |       |         |       |            |                              |      |         |       |         |       |
| PAYMENTS                           |   |                                     |        |                  |                           |                   |            |                                    |                   |            |                                   |                   |            |              |  |                    |          |  |  |  |  |      |       |         |        |         |        |              |                                     |      |         |       |                            |          |      |       |     |            |                |      |           |        |                       |          |      |       |        |              |                          |      |           |              |  |  |  |                  |          |  |  |  |  |  |  |      |       |         |    |     |     |        |      |                  |                             |      |           |       |           |      |                       |          |      |        |       |        |      |                          |                       |      |         |        |         |      |                          |                            |      |         |        |         |      |                      |          |      |        |       |        |       |                   |                   |      |         |       |         |       |            |                              |      |         |       |         |       |
| Date                               | Payee   | Expense                             | Pd     | Net              | VAT                       | Amount            |            |                                    |                   |            |                                   |                   |            |              |  |                    |          |  |  |  |  |      |       |         |        |         |        |              |                                     |      |         |       |                            |          |      |       |     |            |                |      |           |        |                       |          |      |       |        |              |                          |      |           |              |  |  |  |                  |          |  |  |  |  |  |  |      |       |         |    |     |     |        |      |                  |                             |      |           |       |           |      |                       |          |      |        |       |        |      |                          |                       |      |         |        |         |      |                          |                            |      |         |        |         |      |                      |          |      |        |       |        |       |                   |                   |      |         |       |         |       |            |                              |      |         |       |         |       |
| 3/10                               | Clayton Brothers  | Paddock Poplar Tree Removal         | BACS   | £1,000.00        | £0.00                     | £1,000.00         |            |                                    |                   |            |                                   |                   |            |              |  |                    |          |  |  |  |  |      |       |         |        |         |        |              |                                     |      |         |       |                            |          |      |       |     |            |                |      |           |        |                       |          |      |       |        |              |                          |      |           |              |  |  |  |                  |          |  |  |  |  |  |  |      |       |         |    |     |     |        |      |                  |                             |      |           |       |           |      |                       |          |      |        |       |        |      |                          |                       |      |         |        |         |      |                          |                            |      |         |        |         |      |                      |          |      |        |       |        |       |                   |                   |      |         |       |         |       |            |                              |      |         |       |         |       |
| 3/10                               | EDF Energy (Estimate)   | Oakgrove                            | BACS   | £28.53           | £1.43                     | £29.96            |            |                                    |                   |            |                                   |                   |            |              |  |                    |          |  |  |  |  |      |       |         |        |         |        |              |                                     |      |         |       |                            |          |      |       |     |            |                |      |           |        |                       |          |      |       |        |              |                          |      |           |              |  |  |  |                  |          |  |  |  |  |  |  |      |       |         |    |     |     |        |      |                  |                             |      |           |       |           |      |                       |          |      |        |       |        |      |                          |                       |      |         |        |         |      |                          |                            |      |         |        |         |      |                      |          |      |        |       |        |       |                   |                   |      |         |       |         |       |            |                              |      |         |       |         |       |
| 3/10                               | Marcus Young Landscaping  | Bin Servicing Sept 17               | BACS   | £391.00          | £78.20                    | £469.20           |            |                                    |                   |            |                                   |                   |            |              |  |                    |          |  |  |  |  |      |       |         |        |         |        |              |                                     |      |         |       |                            |          |      |       |     |            |                |      |           |        |                       |          |      |       |        |              |                          |      |           |              |  |  |  |                  |          |  |  |  |  |  |  |      |       |         |    |     |     |        |      |                  |                             |      |           |       |           |      |                       |          |      |        |       |        |      |                          |                       |      |         |        |         |      |                          |                            |      |         |        |         |      |                      |          |      |        |       |        |       |                   |                   |      |         |       |         |       |            |                              |      |         |       |         |       |
| 3/10                               | Marcus Young Landscaping  | Ground Maintenance Sept 17          | BACS   | £428.33          | £85.67                    | £514.00           |            |                                    |                   |            |                                   |                   |            |              |  |                    |          |  |  |  |  |      |       |         |        |         |        |              |                                     |      |         |       |                            |          |      |       |     |            |                |      |           |        |                       |          |      |       |        |              |                          |      |           |              |  |  |  |                  |          |  |  |  |  |  |  |      |       |         |    |     |     |        |      |                  |                             |      |           |       |           |      |                       |          |      |        |       |        |      |                          |                       |      |         |        |         |      |                          |                            |      |         |        |         |      |                      |          |      |        |       |        |       |                   |                   |      |         |       |         |       |            |                              |      |         |       |         |       |
| 3/10                               | EDF Energy (Reading)  | Oakgrove                            | BACS   | £21.27           | £1.06                     | £22.33            |            |                                    |                   |            |                                   |                   |            |              |  |                    |          |  |  |  |  |      |       |         |        |         |        |              |                                     |      |         |       |                            |          |      |       |     |            |                |      |           |        |                       |          |      |       |        |              |                          |      |           |              |  |  |  |                  |          |  |  |  |  |  |  |      |       |         |    |     |     |        |      |                  |                             |      |           |       |           |      |                       |          |      |        |       |        |      |                          |                       |      |         |        |         |      |                          |                            |      |         |        |         |      |                      |          |      |        |       |        |       |                   |                   |      |         |       |         |       |            |                              |      |         |       |         |       |
| 10/10                              | All Saints Church   | Grant Application                   | BACS   | £749.00          | £0.00                     | £749.00           |            |                                    |                   |            |                                   |                   |            |              |  |                    |          |  |  |  |  |      |       |         |        |         |        |              |                                     |      |         |       |                            |          |      |       |     |            |                |      |           |        |                       |          |      |       |        |              |                          |      |           |              |  |  |  |                  |          |  |  |  |  |  |  |      |       |         |    |     |     |        |      |                  |                             |      |           |       |           |      |                       |          |      |        |       |        |      |                          |                       |      |         |        |         |      |                          |                            |      |         |        |         |      |                      |          |      |        |       |        |       |                   |                   |      |         |       |         |       |            |                              |      |         |       |         |       |
| 12/10                              | Vicky Mote  | Reimbursements Aug 17-Oct 17        | BACS   | £679.90          | £0.00                     | £679.90           |            |                                    |                   |            |                                   |                   |            |              |  |                    |          |  |  |  |  |      |       |         |        |         |        |              |                                     |      |         |       |                            |          |      |       |     |            |                |      |           |        |                       |          |      |       |        |              |                          |      |           |              |  |  |  |                  |          |  |  |  |  |  |  |      |       |         |    |     |     |        |      |                  |                             |      |           |       |           |      |                       |          |      |        |       |        |      |                          |                       |      |         |        |         |      |                          |                            |      |         |        |         |      |                      |          |      |        |       |        |       |                   |                   |      |         |       |         |       |            |                              |      |         |       |         |       |

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|---------------------|-------------------|-------------------------------|------|------------------|----------------|-------------------|
| 16/10               | Bernwood Ecology  | Consult-GCN Kemsley/Walton    | BACS | £171.50          | £34.30         | £205.80           |
| 16/10               | Mr C Bowker       | Oakgrove Expenses             | BACS | £19.45           | £0.00          | £19.45            |
| 16/10               | Fire & Electrical | Oakgrove Fire Alarm Service   | BACS | £50.00           | £10.00         | £60.00            |
| 16/10               | BT Business       | MK Pavilion (Recharged 26/10) | BACS | £28.64           | £5.73          | £34.37            |
| 23/10               | Virgin Mobile     | Oct-17                        | BACS | £6.00            | £0.00          | £6.00             |
| 26/10               | RTM Landscapes    | Walton Rd Allotment Clearance | BACS | £450.00          | £90.00         | £540.00           |
| 26/10               | Mrs A McNaughton  | Reimbursements-Oct 17         | BACS | £13.44           | £0.00          | £13.44            |
| 26/10               | Mrs A McNaughton  | Salary-Oct 17                 | BACS | £576.78          | £0.00          | £576.78           |
| 26/10               | Vicky Mote        | Salary-Oct 17                 | BACS | £1,938.34        | £0.00          | £1,938.34         |
| 26/10               | BCC Pensions      | AM/VM Oct 17                  | BACS | £750.30          | £0.00          | £750.30           |
| 30/10               | Clayton Brothers  | Poplar Tree Removal-near MKVH | BACS | £1,000.00        | £0.00          | £1,000.00         |
| 31/10               | MK Village Hall   | Fireworks Community Grant     | BACS | £3,500.00        | £0.00          | £3,500.00         |
| <b>Total Oct 17</b> |                   |                               |      | <b>£6,552.18</b> | <b>£306.39</b> | <b>£12,108.87</b> |

| PAYMENTS TO BE AUTHORISED |                          |                                   |      |           |         |           |
|---------------------------|--------------------------|-----------------------------------|------|-----------|---------|-----------|
| Date                      | Payee                    | Expense                           | Pd   | Net       | VAT     | Amount    |
| 31/10                     | HMRC                     | NI + Tax Oct 17                   | BACS | £872.61   | £0.00   | £872.61   |
| Nov                       | Crest Nicholson          | Oakgrove Quarterly Rent (Sep-Dec) | BACS | £1,800.00 | £360.00 | £2,160.00 |
| Nov                       | Mr C Bowker              | Contractor/Expenses Oct 17        | BACS | £647.86   | £0.00   | £647.86   |
| Nov                       | Mrs A McNaughton         | Salary Nov 17                     | BACS | TBC       |         |           |
| Nov                       | Ms V Mote                | Salary Nov 17                     | BACS | TBC       |         |           |
| Nov                       | Ms V Mote                | Expenses                          | BACS | TBC       |         |           |
| Nov                       | Marcus Young Landscaping | Ground Maintenance Oct 17         | BACS | TBC       |         |           |
| Nov                       | Marcus Young Landscaping | Bin Servicing Oct 17              | BACS | TBC       |         |           |
| Nov                       | Virgin Mobile            | Nov-17                            | BACS | TBC       |         |           |
| Nov                       | EDF Energy               | Oakgrove                          | BACS | TBC       |         |           |
| Nov                       | BCC Pensions             | AM/VM Nov 17                      | BACS | TBC       |         |           |
| Nov                       | BT Business              | Oakgrove                          | BACS | TBC       |         |           |
| Nov                       | Anglian Water            | Allotments                        | BACS | TBC       |         |           |
| Nov                       | HMRC                     | NI + Tax Nov 17                   | BACS | TBC       |         |           |

5. **Allotments**  
 Cllr DM addressed the meeting at the outset saying that the Parish Council were aware of the sentiments of many allotment holders regarding the upcoming changes to Prices, Price Banding, and Revised Rules and Requirements. He acknowledged that the price increases were exceptional and resulted in higher rates than in other areas but that the motivation behind the price increase was to ensure the Parish Council did not provide an unbalanced ongoing subsidy to allotment holders.
- The Council admitted that management of the allotment sites had not been satisfactory and the intention is to make the environment both safer and more acceptable to the tenants. Plans are afoot to change the landscaping specification accordingly. New systems are also being simplified and deployed to ensure that the administration overhead is minimised to help offset any future inflationary pressures.
- Nonetheless allotment holders continued to express their dissatisfaction, and some felt that occupancy would suffer despite our waiting lists.
- Rules & Requirements and Annual Rent increase  
 Following the implementation of the new Rules & Requirements, tenants had raised some additional questions, consolidated below.
- RESOLUTION: Council passed a resolution on the following questions raised:
1. Concessions, Council agreed to not offer any concessions on allotment rents.
  2. Volume discount (tenants with more than one plot) Council agreed not to offer any discount.
  3. Tenants requested an additional lower banding, Council agreed to not offer additional bandings (currently 5). Cllr JoB voted against this decision.

Clerk

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|    | <p>4. Banding methodology is unfair, Council agreed to keep this methodology.<br/> 5. Rent increase over three years, Council agreed to stick with their decision in accordance with current agreement terms.<br/> 6. Increasing deposits, Council feels that if allotments are fully maintained and monitored then a bigger deposit is not required.<br/> 7. Compost Heaps, Council agreed to defer this decision to the December meeting however, until a final decision is made, no new man-made compost heaps are allowed.</p> <p>There was a resident representing his community and strongly disagreed that the Parish Council should allow such a high subsidy to allotment tenants.</p> <p>Allotment tenants who attended the meeting expressed a strong opinion that comments allegedly made by Cllr JoB in the MK Citizen newspaper were offensive. Cllr JoB apologised, as a Ward Councillor, for the impact his comments had made.</p> <p><u>Allotment Rubbish Clearance</u><br/> Clerk was not able to give an exact figure on the cost of clearing up the allotment sites where rubbish had been dumped.</p> <p>RESOLUTION: Council agreed to devolve this decision to Clerk, Cllr DM (Chair), Cllr TS (Vice Chair) with a budget of £1000.</p>   |                                 |
| 6. | <p><b>Planning Applications</b> (fixed item). Council reviewed the consolidated pre-circulated listed and make comments on the following:</p> <p><u>Rose Cottage (17/02851/FUL)</u><br/> Giles (neighbour), raised a concern about the planning application due to the property being within a conservation area in the heart of Milton Keynes Village. The original scaling of the property was 2 bedrooms and will now double to 4 bedrooms, which will not be in keeping with the location. Neighbouring property will suffer from loss of amenity relating to design, windows directly overlook garden, cut light out, change view. Resident wishes to ensure that integrity of the area and property is in keeping with the conservation area. Giles wanted it minuted that unfortunately due to timings and the planning deadline he has not been able to fully discuss his concerns with his neighbour and still has every intention of doing so.</p> <p>Cllr JoB, commented on the planning process and confirmed that the resident is entitled to speak to the Development Control Committee but he would need to register to do so three to four days before the committee meeting. The resident would have to explain which policies he believes contravene the preservation of conservation relating to the planning application.</p> <p>RESOLUTION: Cllr <del>JoB</del> JS and JeB, who represent the Milton Keynes Village Ward, to respond on behalf of the Parish Council with regard to this application.</p> <p><u>17/02415/FUL-20 New Build Dwelling Worrelle Avenue/S106 Funding</u><br/> RESOLUTION: Council agreed that Clerk to respond reiterating the concerns raised back in 2015 relating to parking. The other concern relates to access route by construction vehicles, not to come through either the village or Hensman Gate (H6), they should ONLY have access in and out of Dalton Gate off the V11<br/> Cllr JoB abstained from these comments (refer to point 3. Declaration of Interest).</p> | Clerk/<br>Cllr's<br>JoB,<br>JeB |
| 7. | <p><b>Consultations Papers</b> (fixed item).<br/> 7.1 <u>TRO-211</u> (Double Yellow Lines corner of Costa Coffee) deadline 9 November 17.<br/> RESOLUTION: Council agree to fully support this, Clerk to respond and include a concern raised by both residents and councillors regarding the enforcement.</p> <p>7.2 <u>TRO-205</u> (Heavy Duty Lorries) deadline 9 November 17<br/> RESOLUTION: Council agrees to fully support this, Clerk to respond.</p>   | Clerk                           |
| 8. | <p><b>Oakgrove Office</b><br/> 8.1 <u>Meeting Room Hire Proposal</u><br/> Council discussed the draft proposal put forward by Colin Bowker.<br/> RESOLUTION: Council agreed that we as still not ready to fully manage and advertise the meeting room facility and will consider ad hoc requests until next year.</p> <p>8.2 <u>Noticeboard</u><br/> Clerk informed Council that visitors and residents are finding it very hard to find/identify our Parish Council Office and proposed we put up a noticeboard outside our office.</p>  | Clerk                           |

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|     | RESOLUTION: Council agreed in principle, Clerk to investigate permissions and present costs to the next meeting on 11 December 2017.   |                   |
| 9.  | <b>Devolution Framework Agreement</b> , Feedback deadline 07/11/17<br>RESOLUTION: Council agreed that Clerk to respond with consolidated feedback from Councillors.  | Clerk             |
| 10. | <b>General Data Protection Regulation (GDPR)</b> -Fixed Item<br>Clerk gave a brief update, currently working on Document Retention Policy.   | Clerk             |
| 11. | <b>Training</b><br>Council passed a resolution to ratify the following training:<br>10.1 Councillor Induction (25/01/18)-Cllr YO.<br>10.2 Resilience Planning for Local Councils (12/12/17)-Clerk Vicky Mote   | Clerk/<br>Cllr YO |
| 12. | <b>WORKING PARTY UPDATES</b> (Fixed Item) Chair of working groups to give updates and council to agree next steps on any actions.<br><br>12.1 <u>Property &amp; Land (TS, JS, DM, CB, Clerk)</u><br>Sale of Land Policy, Council reviewed and resolved there were no changes to the adopted Policy dated 13 July 2009.<br><br>12.2 <u>Technology (GS, JoB, LS, TS, MS, Clerk)</u><br>Cloudy IT – Payment/Contract Terms<br>Clerk presented breakdown of payment terms and confirmed that Cloudy IT were going to be on site w/c 13/11 to start the installation of our IT upgrade.<br><br>RESOLUTION: Council agreed to go ahead with a three year contract, to include a break clause after the first 12 month review.<br><br>12.3 <u>Ground Maintenance (JS, DH, JoB, Clerk, CB)</u><br>Landscaping Tender, agree next steps.<br>Clerk presented Working Group recommendation as follows:<br><br>Council agreed on 5 September 2016 to extend the existing landscaping service until 31 March 2019 however; the original specification no longer covers what is required across our landscaping portfolio as a whole; needs to include all five of our allotment sites and tree management.<br><br>Based on legal advice from NALC, the Working Group recommends we issue our existing Landscaping Contractor with notice to end on 31 March 2018.<br>Working Group currently reviewing our requirements; will present new draft specification to go back out to tender in readiness for a new contract to be in place starting 1 April 2018.<br><br>RESOLUTION: Council agreed Clerk to issue notice to our existing Landscaping Contractor. Council re-iterated to allotment tenants that a representative from each site are welcome to join this Working Group and contribute.<br><br>12.4 <u>Strategy (All Councillors)</u><br>Council agreed to take this forward to the New Year.<br><br>12.5 <u>Human Resources (DM, TS, JeB)</u><br>12.5.1 Time in Lieu (TOIL) Policy<br>12.5.2 Communication Protocol Policy<br>12.5.3 Complaints Policy<br>12.5.4 Vexatious Complaints Policy<br>12.5.5 Social Media Policy<br><br>RESOLUTION: Council agreed to adopt the policies above; the Social Media Policy will be incorporated within the Communication Policy. Clerk to circulate final versions and upload onto our website. | Clerk             |

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| 13. | <p><b>Correspondence</b><br/>Clerk confirmed a number of complaints and correspondence relating to Allotment Rules &amp; Requirement and Rent Increase.</p> <p>Clerk wanted it minuted that we were handed a copy letter from a resident; letter from Affinity Sutton notifying residents within the block, which we also occupy, that they are currently undertaking fire safety investigations across all their properties. Affinity Sutton has also got security personnel contracted to monitor the block around the clock. Clerk confirmed that our contacts at Affinity Sutton, Crest Nicholson and Grange Management (Crest Nicholson property Management Company) were not aware of this.<br/><b>RESOLUTION:</b> Clerk to investigate further.</p> | Clerk |
| 14. | <p><b>Councillor Reports and Items for Future Agenda</b><br/>14.1 Clerk to add Speeding on Atlas Way to a future agenda.<br/>14.2 Clerk to add Community Speed Watch-Brooklands to a future agenda.</p>  | Clerk |
| 15. | <p><b>Meeting(s):</b> Agree 2018 Meeting Dates<br/><b>RESOLUTION:</b> Clerk to arrange meeting date for draft budgeting meeting in first week January 2018.</p> <p><b>RESOLUTION:</b> Council to consider if they wish to have both the Parish Council AGM and Annual Assembly on the same day in May.</p> <p><b>RESOLUTION:</b> Clerk to amend the date in October to show first Monday on 1 October 2018.<br/><b>Next Meeting:</b> Monday 11 December 2017</p>   | Clerk |

Meeting Ended 21h48

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|----------------|--|
| Signature:     |  |
| Name/Position: |  |
| Date:          |  |