

**Minutes of the Meeting of Council held on
Tuesday 21st July 2015, at the Oldbrook Centre, Oldbrook Boulevard
commencing at 7.30pm**

57/15 Members Present

Cllr T Baines (Vice chair)	Cllr K Kent
Cllr C Ennew	Cllr A Oguntola
Cllr I Fraser (Chair)	Cllr D Pafford
Cllr T Fraser	Cllr M Petchey
Cllr B Greenwood	Cllr D Priest
Cllr L Harris	Cllr P Shrimpton
Cllr D Kendrick	Cllr D Taylor

D Warner, Clerk to Council
E Webb, Administration Officer

**58/15 Apologies for Absence
Council noted apologies from**

Cllr C Brown – holiday	Cllr A Kahin - work
Cllr P Halton-Davis - holiday	

59/15 Declarations of Interest

Cllr A Oguntola – Agenda Item No 13ii
Cllr D Kendrick – Agenda Item No. 11di.i and 11di.vi
Cllr T Baines – Agenda Item No. 11di.i
Cllrs Ennew, Pafford, Kendrick, Fraser T and Harris – Agenda Item No. 11di.iv
Cllr K Kent – Agenda Item No. 11diii – her daughter is a plot holder

60/15 Members of the Public Present

Cllr P McDonald, MKC Ward Councillor
3 Fishermead residents

61/15 Minutes of the Meeting of Council held on the 16th June 2015

The Minutes of the meeting of Council having been circulated to Members were taken as read and approved as a correct record and signed by the Chair.

62/15 Chair's Report

The Chair advised that she would update Council at the relevant agenda items

63/15 Clerk to Council's Report

Clerk to Council advised that he had received notification from NALC on a Planning in the Community conference to be held in Manchester on the 9th September 2015, £90+Vat pp. Council approved the attendance of Cllrs Petchey and Fraser T.

Housing Quality Network will be holding a meeting on HiMO's on 22.7.2015, 5pm-6.30p, Civic Offices, Cllrs Fraser T and Fraser I would be attending. Cllr Baines to attend as Chair of the Fishermead Residents Association [FRA] together with 3 other members of the FRA.

64/15 Correspondence

Council noted the schedule of correspondence received during the last month.

All of the correspondence had been previously forwarded to Councillors as and when received

65/15 Ward Members' Reports

Council noted that no written reports had been submitted by Members and received the following verbal reports

- i.** Cllr Harris advised that he had attended a conference at the Eden Project and gave a presentation on the refurbishment of the Springfield Centre which had been very well received. Delegates had also been given a copy of the latest Parish Council magazine. Paperwork from the event was available at the Parish Office
- ii.** Cllr Ennew advised that he had attended the Housing Summit hosted by Milton Keynes Council. The event was an opportunity to network, further information to be brought to Council
- iii.** Cllr Baines advised that he had received a request from Cllr P McDonald, inviting the Parish Council to fund the landscaping of a piece of land in Springfield. He had informed Cllr McDonald that there was no budget at present.
- iv.** Cllr Kent advised that she had been patrolling the back alley at the rear of her property and had found a number of used needles. She urged fellow members to patrol the alleys at the back of their properties. She also reported that river crossing bridge between Woolstone and Oakgrove had been repaired.

66/15 Public Involvement – Deputations, Petitions and Questions

No deputations, petitions or questions had been submitted.

67/15 Neighbourhood Plan – Report No. C/02/15

Council noted the report and resolved to approve the Draft Neighbourhood Plan with amendments as below and the consultation process as outlined in the attached report and instructed the Clerk to the Planning Committee to proceed.

Leisure and Wellbeing Policies

Point 12

The community facilities on Oldbrook Green are outdated and need to be developed to meet the needs of the community. Any new development could accommodate a new parish office.

Community Plan Policies

Policy 8 – This Council will continue to improve the play facilities under its management and encourage Milton Keynes Council to improve the play facilities under their control. The Parish Council is committed to ensuring the provision of sufficient play areas throughout the Parish

A schedule of all the listed buildings in the Parish to be appended.

2013 consultation summary - Point 1.4 to rephrase the last line to read those new to the area or from outside the UK.

CONFIDENTIAL ITEM

In view of the terms of Schedule 12A Local Government Act 1972, the following item will be likely to disclose exempt information relating to establishment and contractual matters and Council resolved that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded.

78/15 Minutes of the Extra ordinary meeting of the Community & Environment Committee 18 June 2015

Council noted and accepted the minutes

- i. **Draft Minute No. 21/15 - Parish Council Landscape Contract and Technical Specification Review** – (Minute No. 98iii/14 & 111ii/14 & 123i/14,134iv/14,135i/14, 15/15)
Council resolved to accept the Committee's recommendation and awarded the Landscape Contract for a period of 4 years commencing on the 1.11.2015 with a further option to extend the contract for an additional 12 months to Contractor D (Warner's of Bedford) and authorised Cllr I Fraser (Chair of Council) and Cllr L Harris (Chair of the Community & Environment Committee) to sign the contract on behalf of Council.

The public were invited to re-join the meeting.

79/15 To Receive Reports from Committees

79a Minutes of the Planning & Policy Committee
Chair: Cllr T Baines

Council noted and accepted the minutes

79b Minutes of the Finance & Administration Committee
Chair: Cllr I Fraser

Council noted and accepted the minutes

- i. **Draft Minute No. 24/15 – Budget/Precept Consultation Letter**
Council noted that the Committee had approved the budget consultation letter for 2016/17 with the inclusion of the wording 'Campbell Park Parish Council is not proposing to take these services on' this wording to be highlighted in red.
- ii. **Draft Minute No. 27/15 – Motor Insurance**
Council noted the increase of £36.04 for the Parish Council Motor Insurance commencing on the 24 July 2015.
- iii. **Draft Minute No. 28/15 – Internal Audit Report**
Council noted and accepted the 2014/15 Internal Audit Report.

79c Minutes of the Personnel Committee
Chair: Cllr T Fraser

Council noted and accepted the minutes. The item for ratification was considered under Minute No. 86/15

79d Minutes of the Community & Environment Committee
Chair: Cllr L Harris

Council noted and accepted the minutes

di. Draft Minute No. 22/15 - Grant Applications

Council noted the Committee's decision on the following grants

- i.i **Fishermead Residents Association £1500** (Grant Application No: 006/15-16 Section 137)
Committee considered the application for £1500 from Fishermead Residents Association (Grant Application No: 006/15-16 Section 137) and resolved to make an award of £1000.
- i.ii **Work For Us £500** (Grant Application No: 008/15-16 Section 137)
Committee considered the application for £500 from Work For Us (Grant Application No: 008/15-16 Section 137) and resolved to make an award of £250.

- i.iii MK Community Mediation Service £3500** (Grant Application No: 007/15-16 Section 137)
Committee considered the application for £3500 from MK Community Mediation Service (Grant Application No: 007/15-16 Section 137) and resolved to make an award of £250.
- i.iv Geoff Taylor Educational Trust** (Grant Application No: 002/15-16 Section 137).
Council noted the Committee's recommendation that a provisional grant of £5000 is awarded subject to receiving written confirmation within the next 2 months that;
- i. The trust is fully legal in terms of Charity Commission requirements
 - ii. Accounts are provided
 - iii. The status of the Trust is qualified, in terms of its independence from the Council.
- This to be presented to Committee in September with Committee then invited to make a formal recommendation to Council
- i.v Frank Howe Court Social Club £1425** (Grant Application No: 003/15-16 Section 137)
Committee considered the application for £1425 from Frank Howe Court Social Club (Grant Application No: 003/15-16 Section 137) and resolved to make an award of £250.
- i.vi Young People are our Future £1890** (Grant Application No: 004/15-16 Local Government Miscellaneous Act 1976 (3a))
Committee considered the application for £1890 from Young People are our Future (Grant Application No: 004/15-16 Local Government Miscellaneous Act 1976 (3a)) and resolved to make an award of £1000 subject to an agreement that they will offer at least 1 session at both Springfield and Oldbrook Centres as well as The Trinity Centre.
- i.vii Willen Football Club £2000** (Grant Application No: 005/15-16 Section 137)
Committee considered the application for and resolved to make an award of £1000.
- dii. Draft Minute No. 28/15 - Toilet Facilities at the Oldbrook Centre – Report No. CE/02/15**
Council noted the report and resolved to accept the Committee's recommendation that Option 2 is progressed to reconfigure both the male and female toilet spaces to enable DDA compliance - A full feasibility study to be undertaken prior to obtaining costings.
- diii. Draft Minute No. 29/15 - Allotment Rent Review for 2016/17**
Council resolved to accept the Committee's recommendation that the increase falls in line with the Consumer Price Index June 2015, and that the June Consumer Price Index is used to determine future rent reviews. Clerk to Council advised that the June 2015 Consumer Price Index figure being zero, the rent for 2016/17 would remain at 20.60 pence per square meter.
- 79e Minutes of the Communications Committee**
Chair: Cllr D Priest
Council noted and accepted the minutes
- i. Draft Minute No. 23/15 - Parish Council Facebook Page** (Minute No. 12/15)
Council noted that Cllr Petchey had confirmed that the socialmedia@campbell-park.gov.uk had been set up and was ready for use and also that the Parish Twitter account, with a number of small adjustments required prior to use, and that the controls had been set so that

an alternative administrator could control the account if required. Cllr Petchey also stated that he would commence work on the new Parish Facebook page in the next few days, at which point Cllr Brown informed the Committee that the existing Parish Facebook page was still active. The Chair thanked Cllr Petchey for his work on introducing social media to the Council.

ii. Draft Minute No. 24/15 - Protocol for reporting and resolving information technology issue/faults

Council noted that the Committee had agreed the protocol, set out below, for reporting and resolving information technology issues/faults with Mirus IT

- Members to report all faults directly to Mirus IT
- If Mirus IT are unable to resolve the fault remotely, Members to bring their Parish computer into the Parish Office for repair
- Mirus IT will resolve the fault on the Parish computer either at the Parish Office or at a Mirus IT facility

79f Emergency Plan Committee – Nothing to report

Council noted that no further progress has been made on this item since the last meeting of Council.

79g WW1 Centenary Working Group – Nothing to report

Council noted that no further progress has been made on this item since the last meeting of Council.

80/15 New Parish Council Headquarters –Direction from Council – Council Minute No. 253/14

Cllr I Fraser updated Council on the meetings she had with Portakabin and the Parks Trust.

Portakabin – exploratory meeting to discuss the company’s product, costs and the viability of using a modular design. The meeting was attended by Cllrs Fraser, Ennew, Greenwood, Harris, Clerk to Council and the Community & Environment Officer.

Parks Trust – meeting with David Foster, Chief Executive, attended by the Clerk to Council, Environment Officer, Community & Environment Officer and Administration Officer. Site visit to the Springfield Centre, Oldbrook Green and the Oldbrook Centre.

Issues discussed, extension of the lease for Oldbrook Green, redevelopment of the current buildings on the site to include a Parish Office, potential for Milton Keynes Council to transfer the land to the Parish Council under the community asset transfer scheme, and a proposal by the Parks Trust to develop the site to include a Parish Office, community facilities and possibly apartments to rent out and offer a 25 year lease to the Parish Council on the new build. Mr Foster to discuss the suggestions with the Board of the Parks Trust and to inform the Parish of the outcome in due course.

Council resolved to make an in principle decision to demolish the existing buildings on Oldbrook Green, with a new building constructed which would incorporate a new Parish Council headquarters.

81/15 Members’ Items

81i Springfield Initiative use of the Springfield Centre

Clerk to Council circulated a statement from Cllr Halton-Davis. Cllr Baines spoke for the motion and on the conclusion of a lengthy debate, Council resolved that the Chair and Secretary of the Trustees of the Springfield Initiative is invited to attend a meeting to seek their assurance that in the future they will ensure that its users and members of staff show due regard at all times to the Springfield Centre and its Conditions of Hire, and that

Council review the Springfield Initiative booking if such assurance cannot be given.

Cllr Kendrick asked that the minutes record that he declined to vote as he did not have all the information required to vote.

81ii Application by Junior Film Makers to hold an outdoor film premiere on Oldbrook Green – Report No. C/01/15

Cllr Oguntola withdrew the application on behalf of Junior Film Makers.

81iii Change to Household Refuse Collections Arrangements in Woolstone

Cllr Pafford advised Council that following the implementation of the changes to the refuse collection, (separate collections for black bags and recyclable bags) bags were left on the street during collection day, resulting in split bags and debris all over the streets. Cllr Baines advised that SERCO had experience a few “teething” difficulties with the new arrangements but these were being addressed.

Cllr Pafford was informed that spillages from waste sacks should be cleared by the Serco refuse collection crews, with any incidents of non-clearance reported to Milton Keynes Council.

iv Willen Surgery

Council noted the imminent purchase of Willen Surgery by Newcrest and resolved to formally write and acknowledge the personal contribution made by Mr Duncan Mason from Newcrest in securing the use of the Surgery for the benefit of residents and acknowledged the part that Cllr Shrimpton played in obtaining a successful outcome.

82/15 Invitation to the Annual Civic Service on 26.7.15

Council nominated Cllr T Baines (and guest) to attend the Annual Civic Service on 26.7.15, to be held All Saints Church in Emberton at 11.00am. Council noted that the Chair of Council had previously received, and accepted, an invitation to attend the event.

83/15 Training Courses and Conferences

Council noted the following training and conferences and those Councillors/ staff attending the events.

Provider	Date	Venue	Content	Cost £
Guardian First Aid Training Ltd	To be confirmed	Parish Council premises	Fire Marshall training	£400/up to 12 delegates
BMKALC	Wed 22.7.15, 6pm to 9pm	Judges Lodgings, Aylesbury	Councillor Induction training	£31.40pp
	Sat 12.9.15 10am to 1pm	Cllr Taylor Haddenham		
	Wed 16.9.15 6pm to 9pm	West Bletchley Council		
	Fri 28.10.15 6pm to 9pm	Stokenchurch		
NALC	Wed 2.12.15	TBC	Larger Councils Conference	TBC
Cllrs Baines, Fraser I, Fraser T, Harris, Kent and Pafford				

84/15 Extra Ordinary Council Meeting Requirement, November 2015
Council noted the requirement for an Extra Ordinary Council Meeting in November 2015 to consider the budget requirements for 2016-2017 and resolved that the meeting would be held on Tuesday 10th November 2015.

CONFIDENTIAL ITEM

In view of the terms of Schedule 12A Local Government Act 1972, the following items will be likely to disclose exempt information relating to establishment and contractual matters and Council resolved that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded.**

****Items 17 and 18**

85/15 Fishermead Sports Ground Conditions of Use Agreement (version 2.0) – Community & Environment Committee Minute No. 31/15

Clerk to Council advised that MK Gallacticos had informed him that the Club was unable to fund the white line marking of the pitches and had asked the Council to reconsider the situation.

On the conclusion of a lengthy debate Council resolved to amend the Conditions of Use Agreement to read "Campbell Park Parish Council shall maintain the white line marking of the two junior pitches on a fortnightly basis.

MK Gallacticos to be informed of the proposed amendment, and if agreeable, the amended Conditions of Use Agreement to be signed by both parties before the commencement of the 2015/2016 football season.

86/15 Draft Minute No. 21/15 – Staff Retirement

Council approved the Committee's recommendation

87/15 Committee Meeting Dates

Council noted the forthcoming Committee dates.

Community & Environment – Monday 27th July 2015, 6.30pm

Communications – Wednesday 29th July 2015, 6.30pm

Planning & Policy – Monday 3rd August 2015, 7pm

Finance & Administration – Tuesday 4th August 2015, 7pm

88/15 Date of Next Meetings

15th September 2015