

**Minutes of the Meeting of Council held on
Tuesday 20th October 2015,
at the Oldbrook Centre, Oldbrook Boulevard
commencing at 7.30pm**

108/15 Members Present

Cllr T Baines (Vice chair)	Cllr A Kahin
Cllr C Brown	Cllr D Kendrick
Cllr I Fraser (Chair)	Cllr K Kent
Cllr T Fraser	Cllr A Oguntola
Cllr B Greenwood	Cllr D Pafford
Cllr P Halton-Davis	Cllr M Petchey
Cllr L Harris	Cllr P Shrimpton

In attendance
D Warner, Clerk to Council
E Webb, Administration Officer

**109/15 Apologies for Absence
Council noted apologies from**

Cllr C Ennew – family commitment Cllr D Taylor - medical

110/15 Declarations of Interest

None

111/15 Members of the Public Present

Two representatives from the Somali community, one Fishermead resident

112/15 Minutes of the Meeting of Council held on the 15th September 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.

113/15 Chair's Report

Chair advised that the final round of the NALC Star Council of the year would take place on Tuesday 27th October, Campbell Park Parish Council having been shortlisted as one of the three finalists. Presentation to be made by each of the finalists on the day.

114/15 Clerk to Council's Report

Clerk advised Council that Milton Keynes Council had confirmed that an election had not been called to fill the vacant seat on Oldbrook and Council could now co-opt if they were minded to. The Chair advised that a candidate had come forward for co-option.

The Vice-Chair invited Council to postpone co-option as all members were up for election in May 2016.

On the conclusion of a lengthy debate Council resolved to defer the decision on co-opting a councillor to fill the vacancy to the November meeting of Council in order to allow time to seek clarification on the Council's obligations to co-opt any new Councillors.

115/15 Correspondence

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

Signature.....Chair

Date.....

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

116/1 The Chair invited Council to bring forward Agenda Item No 8 Public Involvement – Deputations, Petitions and Questions

Cllr Kahin advised Council that he had met with a resident of Gurnards Avenue who was having problems with a group of Somali teenagers. He had invited the two local community representatives to the Council meeting to hear about the concerns. Cllr Baines said that he was also aware of the issue. Cllr Kahin to continue to work with community representatives and Thames Valley Police to address issues as they arise.

117/15 Ward Members' Reports

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

- i. The Chair in her capacity as an Oldbrook councillor circulated the latest crime figures (1/9 – 18/10) for the Parish. These had been provided after TVP officers had attended a meeting of the Oldbrook Parish Council Surgery. Going forward the reports will be circulated on a monthly basis and Cllr I Fraser has asked that figures for drug dealing and anti-social behaviour are also shown.
- ii. Cllr Pafford advised Council that the trustees of the Chapman Trust had met on the 3rd October to consider grant applications made to the Trust and approve the accounts for the year.

Seventeen grants of approximately £500 each were awarded. Nine of the applications were from young people living in the Parish. The Trustees now require all successful applicants to give a written report on how the grant was used.

The Trustees have asked if the Parish Council would consider running an advert to encourage young people to apply for a grant in all four editions of the Parish magazine.

The Trust also agreed that £350 available for Sunday school be ringed fenced for the Woolstone church to use in Woolstone.

118/15 To Receive Reports from Committees

**118a Minutes of the Planning & Policy Committee – 22nd September 2015
Chair: Cllr T Baines**

Council noted and accepted the minutes.

**118b Minutes of the Planning & Policy Committee - 5th October 2015
Chair: Cllr T Baines**

Council noted and accepted the minutes.

i. Draft Minute No. 82i/15 - Buckinghamshire & Milton Keynes Fire and Rescue Service – Possible merger of Bletchley and Great Holm Fire Stations, and creation of blue-light hub

On the conclusion of a lengthy debate Council resolved to approve the Committee's recommendation that Council support the merger of Bletchley and Great Holm Fire Stations, and the creation of a blue-light hub. Members can respond individually to the consultation.

Signature.....Chair

Date.....

118c Minutes of the Finance & Administration Committee

Chair: Cllr I Fraser

Council noted and accepted the minutes.

i. Draft Minute No. 65/15 – Bank Signature Mandate

Council resolved to approve the Committee’s recommendation to include Cllr Greenwood as an additional cheque signatory for the HSBC account—the existing signatories being Cllrs Fraser (I), Harris and Pafford.

118d Minutes of the Personnel Committee

Chair: Cllr T Fraser

Council noted and accepted the minutes.

i. Draft Minute No. 41/15 - Policies (Minute No. 100/14 & 136/14,149/14 & 11/15,19/15 and 30/15)

Parish Council Equality Policy

Council resolved to approve the Committee’s recommendation to adopt the Equality Policy without amendment.

ii. Draft Minute No. 42/15 - Staff Retirement Issue (Minute No. 21/15 & 32/15)

This item was considered under Minute No. 124/15

118e Minutes of the Extra ordinary meeting of the Community & Environment Committee - 8th September 2015

Chair: Cllr L Harris

Council noted and accepted the minutes.

118f Minutes of the Community & Environment Committee – 28th September 2015

Chair: Cllr L Harris

Council noted and accepted the minutes.

i. Draft Minute No. 78/15 – Grant Applications
Council noted the decisions made on the following grant applications i.i – i.vi

- i.i** MK Gallacticos Football Club (Minute No. 22viii/15, 62i/15)
Committee noted that MK Gallacticos Football Club had confirmed by email that they will not use any other green areas within Parish. Committee agreed that the grant award of £493.75, for a team kit with CPPC logo, can now be released
- i.ii** Committee considered a grant application from South Central Ambulance Service – League of Friends for £1500 (Grant Application No: 010/15-16 Section 137) and resolved to award a grant of £250.
- i.iii** Committee considered a grant application from Springfield Court Residents Association for £500 (Grant Application No: 013/15-16 Section 137) and resolved to award a grant of £250.
- i.iv** Committee considered a grant application from Food Bank for £2000 (Grant Application No: 012/15-16 Section 137) and resolved to award a grant of £500.
- i.v** Committee noted with interest the Grant Evaluation Form received from Junior Film Makers.
- i.vi.** Committee noted with interest the Grant Evaluation Form received from Willen Football Club.

Signature.....Chair

Date.....

Cllr Kendrick asked that it be noted that the submission of the above grant evaluation forms was informative and much appreciated.

i.vii Council resolved to approve the Committee's recommendation that in future full sets of accounts, submitted as part of a Grant Application, will not be circulated as part of the Agenda pack. Instead only the profit/loss page will be provided, with a copy of the full accounts being available in the Parish Office for viewing if required.

ii. Draft Minute No. 81/15 - Community Asset Transfer – Pentewan Gate Depot

Council resolved to approve the Committee's recommendation that an application should not be made to the Milton Keynes Council Community Asset Transfer Programme for the transfer of Pentewan Gate Depot.

iii. Draft Minute No. 90/15 - External Re-decoration & Replacement Guttering

This item was considered under Minute No. 125/15

118g Minutes of the Community & Environment Committee – 13th October 2015

Chair: Cllr L Harris

Council noted and accepted the tabled minutes.

118h Minutes of the Communications Committee

Chair: Cllr D Priest

Council noted and accepted the minutes.

i. Draft Minute No. 50/15 – Parish Magazine

This item was considered under Minute No. 126/15

118i Emergency Plan Committee

The Chair drew Members' attention to the final paragraph of the report on the recent Fishermead fires which commended the Parish Council on its implementation of its Emergency Plan. The Chair asked for it to be minuted that Cllrs Baines and Priest and members of the Committee are commended for their work on the plan.

Cllr Baines advised that he would be meeting with a company for a demonstration on the most suitable types of radio communication for use by the Emergency Committee. It will be necessary to purchase an annual licence at a cost of £75.

Thames Valley Police had also commended the plan and would be inviting a representative from the Emergency Plan Committee to become involved in the Central Milton Keynes Emergency Plan.

Council noted that the equipment authorised by the September meeting of Council (Minute No. 101i/15) for use by the Emergency Plan Committee was in the process of being purchased.

118j WW1 Centenary Working Group

Council noted that the Clerk to Council had written to the Parks Trust regarding the potential of a suitable project at the site of the former Motocross site in Pineham (Minute No. 101j/15)– a response is awaited

118k New Parish Council Headquarters –(Minute No. 253/14,

Council noted that CAD concept drawings for the new offices are being progressed

Signature.....Chair

Date.....

119/15 Business Plan

Council noted that it had been necessary to reschedule the October and November Committee meetings of the Finance & Administration Committee which were due to progress the Business Plan. New dates to be advised.

120/15 National Association of Local Councils -Larger Councils' Committee

Cllr Petchey and Cllr T Fraser were invited to consider being put forward for nomination for election to the Larger Councils' Committee, both declining the nomination, Council resolved not to submit a nomination to NALC.

121/15 Buckinghamshire and Milton Keynes association of Local Council Annual General Meeting 3.11.15

Council noted that the Annual General Meeting of the Buckinghamshire and Milton Keynes Association of Local Councils is being held on the 3.11.15 at Judges Lodgings, Aylesbury starting at 7pm and nominated Cllr Baines and Cllr T Fraser to represent the Parish Council.

122/15 Members' Items

Recent Fire on Fishermead

Cllr Petchey circulated and spoke to a report from the Fire Service on the recent fires in Fishermead.

Council noted with concern the conclusions of the report from Bucks and MK Fire and Rescue and with an amendment to the proposal (detailed below) that the recommendations outlined in the report should also apply to all properties that have converted the loft to living space, Council resolved to approve the proposal.

Requests Milton Keynes Council to meet with Bucks and MK Fire and Rescue to implement the report's recommendations as far as it is able

Requests our local councillors to work to expedite this process

Requests a meeting with Milton Keynes Council to discuss ways in which owners and tenants of housing in the private sector may be made aware of, and assisted to implement, the conclusions of the report

Resolves to write to Milton Keynes Council to request that

- a) A condition requiring the implementation of these proposals is contained in any planning permission for new HiMos in Fishermead
- b) Licences for HiMOs (new and renewed) in Fishermead contain a condition requiring the implementation of these conclusions

123/15 Training Courses and Conferences

Council noted the following training and conferences

Provider	Date	Venue	Content	Cost £
BMKALC	Fri 28.10.15 6pm to 9pm	Stokenchurch	Councillor Induction training	£31.40pp
NALC	Wed 2.12.15	TBC	Larger Councils Conference TB,IF,TF,KK,LH,DP, BG, Clerk to Council	TBC
PDP	Central London	3.02.16, or 21.10.16	Data Protection - Preparing for the New Law	£475 per delegate
PDP	Central London	11.1.16, 25.4.16 or 11.7.16	Data Protection Essential Knowledge - Level 1	£475 per delegate
PDP	Central	10.11.15, 12.1.16	Data Protection Essential	£475 per

Signature.....Chair

Date.....

	London	or 26.4.16	Knowledge - Level 2	delegate
PDP	Central London	18.11.15, 20.1.16 or 20.4.16	FOI and Data Protection - How They Work Together	£475 per delegate

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.**

- 124/15 Minutes of the Personnel Committee**
Chair: Cllr T Fraser
Draft Minute No. 42/15 – Staff Retirement (Minute No 21/15)
Council approved in full the recommendations contained within draft Minute No. 42/15, including those in the annexed report. Council asked that it be noted that the substantive salary grade of the Financial Officer will be grade 5 effective from 1.11.15.
- 125/15 Draft Minute No. 90/15 - External Re-decoration & Replacement Guttering**
Council resolved to approve the Committee’s recommendation that Contractor A (Riolett) is appointed to undertake the external re-decoration and guttering replacement at Oldbrook Centre at a cost of £2340.00 exc VAT
- 126/15 Draft Minute No. 50/15 – Parish Magazine**
An amendment to the Committee recommendation being proposed and agreed, Council resolved to extend the existing contract by 6 months to July 2016. The Committee to review the layout of the magazine and to consider proposals from other contractors.
- 127/15 Committee Meeting Dates**
Council noted the forthcoming Committee dates. Members were invited to note that the Finance & Administration Committee meeting scheduled for the 3rd November had been cancelled as it clashed with the BMKALC AGM, a new date to be emailed to all members.
Community & Environment – Monday 26th October 2015, 6.30pm
Communications – Tuesday 27th October 2015, 6.30pm
Planning & Policy – Monday 2nd November 2015, 7pm
Personnel – Monday 9th November 2015, 6.30pm
- Under this item the Clerk to Council confirmed that further to minute No. 114/15, where a Parish Councillor vacancy in excess of six months duration occurs, a Parish Council must fill the vacancy by co-option, where the period of vacancy is less than six month, a Parish Council may fill the vacancy by co-option.
- 128/15 Date of Next Meetings**
Tuesday 10th November 2015 – Extra Ordinary Meeting of Council to consider budget proposals
Tuesday 17th November 2015

Signature.....Chair

Date.....