

**Minutes of the Meeting of Council held on
Tuesday 19th July 2016
at the Oldbrook Centre, Oldbrook Boulevard
commencing at 7.30pm**

66/16 Members Present

Cllr T Baines	Cllr E May
Cllr I Fraser	Cllr D Pafford
Cllr T Fraser	Cllr D Priest
Cllr B Greenwood	Cllr P Shrimpton
Cllr P Halton-Davis	Cllr D Taylor
Cllr L Harris	Cllr T Uranta
Cllr D Kendrick	

In Attendance

D Warner, Clerk to Council

**67/16 Apologies for Absence
Council noted apologies from**

Cllr C Brown - holiday	Cllr M Petchey – MKC meeting
Cllr A Kahin - holiday	

68/16 Declarations of Interest

None

69/16 Members of the Public Present

A Fishermead resident arrived part-way through the meeting

70/16 Minutes of the Meeting of Council held on the 21st June 2016

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

71/16 Springfield Parish Councillor Vacancy

Council noted that a request to fill the vacancy by election had been received by Milton Keynes Council and if contested, the election will take place on 1st September 2016.

Nominations can be submitted between 28 July and 4.00pm on 4 August.

72/16 Chair's Report

The Chair did not make a report.

73/16 Clerk to Council's Report

The Clerk to Council confirmed that the Springfield Initiative had accepted the nomination of Cllr Halton-Davis to become a Trustee of the charity.

74/16 Correspondence

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

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

Signed.....Chair

Date.....

Under this item Cllr Kendrick asked for clarification on an abbreviation used in relation to a letter from the Trinity Centre, the Clerk to Council confirmed that the abbreviation referred to Community Asset Transfer.

75/16 Ward Members' Reports

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

- i. Cllr Harris confirmed that he had been approached by a representative of the 'Big Lunch Extra' regarding the potential use of Oldbrook Green and the Oldbrook Centre to host a weekend event in October – item delegated for determination by the Community and Environment Committee
- ii. Cllr Halton-Davis gave an update on the outcome of the Sun Flower plate competition in which 3 schools in the Parish had participated, a programme to include all schools in the Parish to be rolled-out in 2016/17. Cllr Halton-Davis reminded all Members about the Parish Picnic in Fishermead on 30 July and invited everyone to attend.
- iii. Cllr Pafford reported that repairs to the Woolstone Community Centre had been completed. He also reported that he had attended the Parks Trust AGM. Finally, he gave information on an out of hour's emergency service that the Parish Council might wish to utilise at its Community Centres.
- iv. Cllr I Fraser reported that she had received a follow-up letter from Western Power after the recent major power outage in Oldbrook – Cllr Fraser to write an article for Homeground explaining how residents can apply to become priority users.
Cllr Fraser confirmed that she had also attended the Parks Trust AGM and that the Trust would welcome input from the Parish in order to widen their appeal and diversity.
- v. Cllr Baines confirmed that he had attended the highly successful production of the Little Shop of Horrors performed by the Woughton schools group, including schools from within the Parish. He had also attended a 30th Birthday event for the Community Foundation, at which the work of the Parish Council was acknowledged, including the recent Emergency Panning and Response Spotlight.

76/16 Public Involvement – Deputations, Petitions and Questions

None

77/16 To Receive Reports from Committees

77a. Minutes of the Planning & Policy Committee

Chair: Cllr D Kendrick

Council noted and accepted the minutes

- i. **Draft Minute No. 30/16 – HiMO Working Group**
The Committee resolved to form a Working Group of the Planning & Policy Committee to address the issue of Houses in Multiple Occupancy (HiMOs) throughout the Parish area.
- ii. Under this item Cllr Baines reported on the work completed by Fenwick Planning to update the Neighbourhood Plan, with further work still required it was hoped that an updated Neighbourhood Plan would be ready for consideration at the September Council meeting, with a referendum envisaged in May 2017.

Signed.....Chair

Date.....

77b. Minutes of the Finance & Administration Committee – 5th July 2016
Chair: Cllr T Baines

Council noted and accepted the minutes

- i. **Draft Minute 27/16 - Parish Council Business Plan Review**
Cllr I Fraser made a verbal update on the initial discussion held with Trevor Leggo regarding his potential engagement to assist in the development of the Parish Council Business Plan. Cllr Fraser confirmed that a date had been 'pencilled-in' for Friday 23rd September, with Trevor Leggo facilitating a session to which all Members would be invited to attend - Trevor Leggo's fee would be £500. Hall 1 at the Springfield Centre to be used for the session.
- ii. **Draft Minute 28/16 - 2017/18 Parish Council Budget/Precept Consultation**
The Committee considered the required timeline for the 2017/18 Parish Council Budget/Precept Consultation. The Committee resolved that the consultation should be distributed to residents during September, with responses required by mid-October. The Lead Member for Finance and Administration and the Clerk to Council to develop the consultation letter and present it for consideration at the next Committee meeting – letter to include details on the continued reduction in central government funding.

77c. Minutes of the Personnel Committee
Chair: Cllr B Greenwood

Council noted and accepted the minutes

- i. **Draft Minute 19/16 - National Joint Council (NJC) for Local Government Services, 2016 – 2018 National Salary Award**
This item was taken under the Confidential Section – Minute No. 84/16

77d. Minutes of the Community & Environment Committee
Chair: Cllr L Harris

Council noted and accepted the minutes

- i. **Draft Minute No. 33/16 – Grant Applications**
- i.i Committee considered a grant application from Food Bank for £2000.00 (Grant Application No: 002/16-17/ Section 137). Committee noted that additional information had been obtained from Food Bank in relation to grants awarded to them by other Parish Councils and also the numbers of people Food Bank had assisted within the Parish. Committee resolved to award a grant of £550.00
- i.ii Committee resolved not to consider the grant application from Willen Football Club for £1000.00 (Grant Application No: 003/16-17/ Section 137) as the requirement for the provision of 3 years of accounts had not been met.

77e. Minutes of the Communications Committee
Chair: Cllr M Petchey

Council noted and accepted the minutes

- i. **Draft Minute No. 27/16 - I.T. Managed Service Contract E-mail Platform Migration/Upgrade**
Council resolved to accept the Committee's recommendation that a request be made to Mirus IT to extend the existing IT Managed Service Contract for 12 months to October 2017, and at the same time Mirus IT be asked to write the tender document for the new IT Managed Service Contract.

Signed.....Chair

Date.....

77f. Emergency Response Committee

i Council is invited to receive a verbal progress report from the Committee Chair.

77g. WW1 Centenary Working Group

Clerk to Council to e-mail Members to establish their availability to attend a fact-finding visit to the National Arboretum on the 10th or 17th of September – Members invited to take a guest on the visit.

77h. New Parish Council Headquarters (Minute No. 191f & 213h)

Council noted that the Working Group had not met since the June Council Meeting. The Chair reported that she would be visiting Winterhill with Cllr Greenwood to gather further information and would be meeting with Charles McDonald from the Milton Keynes Development Partnership.

78/16 Planning & Policy Committee – Committee Appointment

Council appointed Cllr Halton-Davis to the Planning and Policy Committee.

79/16 MK Futures 2050 Commission Report

Council received and noted the MK Futures 2050 Commission Report. Council noted the lack of Parish Council sector input to the report, recording the omission as a missed opportunity.

80/16 Milton Keynes Association of Local Councils – Annual Subscription Renewal, 2016/17

Council resolved to renew its annual subscription to the Milton Keynes Association of Local Councils – cost £135

81/16 Planning Applications

i. **16/01426/FUL** - First floor front storey extension at 102 Kirkstall Place Oldbrook MK6 2XB

Council resolved that it had no objection to the application

ii. **16/00537/FUL** - Single storey side extensions at 26 Penryn Avenue Fishermead MK6 2BG

Council resolved to object to the application on the grounds of insufficient parking for the proposed development and that the proposed development would take up parking spaces allocated for use by residents of the flats located above the application site – the Committee Chair and Planning Lead Member to work with the Clerk to Council to draft an appropriate letter of objection.

iii. **16/01668/LBC** - Listed building consent for the installation of canopy roof over oxygen store enclosure (resubmission of 16/00660/LBC) at Hospice of Our Lady And St John Milton Road Willen MK15 9AB

Council resolved that it had no objection to the application

iv. **16/01667/FUL** - Installation of canopy roof over oxygen store enclosure (resubmission of 16/00659/FUL) at Hospice of Our Lady And St John Milton Road Willen MK15 9AB

Council resolved that it had no objection to the application

v. **LOCAL GOVERNMENT (Miscellaneous Provisions) Act 1982**

Cafe Express MK, trading at Cairngorm Gate, Winterhill
Street Trading Consent – 1 hours trading within every 24 hours
Hours being applied for are
Monday to Sunday 12:00 to 13:00

Signed.....Chair

Date.....

Council resolved to object to the application, citing traffic concerns, which would make the proposed site a dangerous location.

82/16 Training Courses and Conferences

Council noted the following training and conferences and nominated the following Councillors/staff to attend the relevant events.

Provider	Date	Venue	Content	Cost £
Local Government Resource Centre	9.9.16 9.30am – 4.30pm	Chateau Impney, Droitwich SPA	Local Council Trade Exhibition	£10.97 per delegate
Cllrs I Fraser, T Fraser & Uranta				
Northants CALC	15.8.16. 10.00am – 3.30pm	Litchborough	Allotments	£130 per delegate
Environment Officer (Buildings)				
Northants CALC	14.9.16 10.30am – 1.00pm	Litchborough	Off to a flying start – introduction to new Cllrs & Clerks	£78 per delegate
Northants CALC	20.9.16. 10.00am – 2.30pm	Raunds	Data Protection & FOI	£130 per delegate
Cllr T Fraser and Deputy Clerk				
Northants CALC	21.9.16. 10.30am – 1.00pm	Litchborough	Introduction to Employment Law for Cllrs & Clerks	£78 per delegate
Cllrs T Fraser, Greenwood, Clerk to Council and Cllr Uranta				
NALC	19/20.10.16	Birmingham	Annual Conference	Day 1 £50 Day 2 £70 Both days £100 Both days + Star Council Awards £130
Cllrs I Fraser, T Fraser, Harris & Uranta – 19/20.16. Cllr Taylor 19.10 only, Clerk & Deputy Clerk 20.10 only				
NALC	30.11.16	London	Larger Local Council Conference 2016 – Changing Places	£210 + VAT per delegate
Cllrs Baines, T Fraser, I Fraser, Greenwood, May, Pafford, Priest, Taylor, Uranta and the Clerk to Council				

Confidential Items

In view of the terms of Schedule 12A Local Government Act 1972, and with the following 2 items likely to disclose exempt information relating to establishment and contractual matters, Council resolved that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded.

Signed.....Chair

Date.....

83/16 Parish Council Energy Procurement Contract

Council resolved to join the Milton Keynes Council Energy Procurement contract for a four year period till October 2020.

84/16 Minutes of the Personnel Committee

Draft Minute No. 24/16 - National Joint Council (NJC) for Local Government Services, 2016 – 2018 National Salary Award

Council considered the recommendation by the Personnel Committee that it reverse its decision, made at the June Council meeting, to not adopt the National Joint Council (NJC) for Local Councils, 2016 -2018 National Pay Award, instead adopting the National Joint Council (NJC) for Local Councils, 2016 -2018 National Pay Award with immediate effect, in-line with the measures detailed in the Campbell Park Parish Council Employee Handbook.

With a proposal being made and seconded to accept the recommendation, and with a recorded vote being requested, Councillors voted as follows:

For: Cllrs I Fraser, T Fraser, Greenwood, Harris, May, Shrimpton and Taylor.
Against: Cllrs Baines, Halton-Davis, Pafford, Priest and Uranta.
Abstained: Cllr Kendrick
The motion was carried

85/16 Committee Meeting Dates*

Council noted the forthcoming Committee Meeting dates
Community & Environment – Monday 25th July 2016, 6.30pm
Communications – Tuesday 26th July 2016, 6.30pm
Planning & Policy – Monday 1st August 2016, 7pm
Planning & Policy – Monday 5th September 2016, 7pm
Finance & Administration – Tuesday 6th September 2016, 7pm
Personnel – Monday 12th September 2016, 6.30pm
Finance & Administration [Business Plan] - Tuesday 13th September 2016, 6.30pm
New HQ Committee – Meeting date to be confirmed
Emergency Response Committee - Meeting date to be confirmed

86/16 Date of the Next Meeting*

Tuesday 20th September 2016

*A meeting of Council or Committees will be convened if there is any urgent business to consider

Signed.....Chair

Date.....