

**Minutes of the Meeting of Council held on  
Tuesday 21st May 2013, at Oldbrook Centre, Oldbrook Boulevard  
commencing at 7.30pm**

**20/13 Members Present**

Cllr K Bejon	Cllr L Harris
Cllr C Ennew	Cllr A Kahin
Cllr N Forrest	Cllr D Kendrick
Cllr I Fraser	Cllr D Pafford
Cllr T Fraser	Cllr M Petchey
Cllr J Goss (Chair)	

**In Attendance**

D Warner, Clerk to Council  
E Webb, Administration Officer

**21/13 Apologies for Absence**

Council resolved to accept apologies from  
Cllr R Chopra Cllr K Kent  
Cllr P Halton-Davis Cllr A Oguntola  
Cllr D Jones

**22/13 Declarations of Interest**

There were no declarations of interest

**23/13 Members of the Public**

Mr T Baines, Chair and Mrs J Baines Events Co-ordinator of the Fishermead Residents Association, Mr D Priest Fishermead resident

**24/13 Minutes of the meeting of Council held on the 16<sup>th</sup> April 2013**

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

**25/13 Neighbourhood Plan – Potential use of an external consultant**

Cllr Petchey introduced Martin Small of Parish & Community Futures, a qualified planner, who has worked in Milton Keynes for over 30 years and has worked extensively with Parish and Town Councils.

Mr Small circulated a brief on outline legislation, context and recent progress and went on to give a power point presentation on proposals for the development of the Parish Neighbourhood Plan. On the conclusion of the presentation questions were taken.

**26/13 Chair and Vice Chair's Report**

There were no reports from the Chair or Vice Chair

**27/13 Clerk to Council's Report**

Clerk to Council advised Council that he had been contacted by a personal injury claim solicitor re an alleged incident at the Springfield Centre. The insurance company had been advised and would be making a site visit.

**28/13 Parish Councillor Vacancies in Oldbrook and Springfield Wards**

Council noted that Milton Keynes Council have confirmed that elections have been requested for the Parish Councillor vacancies in Oldbrook and Springfield Wards, if contested, the elections will be held on 4<sup>th</sup> July 2013. The Parish Council will be responsible for the costs for a by election.

Signed.....Chair

Date.....

### **29/13 Correspondence**

Council noted and accepted the schedule. Cllr I Fraser asked for clarification on two items. The Clerk to Council advised that the Community Mobiliser is being transferred to Conniburrow and the issue regarding the benefits of Milton Keynes Council Parish Wardens would be addressed at the Parish Forum meeting on the 6<sup>th</sup> June.

### **30/13 Ward Members' Reports**

Council received the following reports from Members.

- i. Cllr Pafford reported that a user group using Meeting Room 2 at the Springfield Centre had not left the premises in a clean and tidy state and the leading room needs to be addressed urgently
- ii. Cllr Kendrick advised that the FRA had a very successful clean up day with 23 residents participating; 1½ tonnes of rubbish had been collected. The FRA Fun Day will be held on the 22<sup>nd</sup> June.
- iii. Cllr I Fraser requested that a letter of thanks is sent to Milton Keynes Council on their excellent work in addressing the issue of flooding on the redway between Evans Gate and Kirkstall Place and their work on the footpath at Oldbrook/Evans Gate.
- iv. The Chair of Council thanked Cllr Bejon for his assistance at the Parish Office during a member of staff's holiday leave
- v. Cllr Kahin asked for an update on the fire at the Evergreen shop in Fishermead. Clerk to Council informed him that he had been aware that the shop had been previously targeted. Thames Valley Police were still investigating the incident. Clerk to Council had written to Thames Valley Police, Milton Keynes Council and Bucks Fire Authority raising his concerns over their inability to deal with the aftermath of the incident and asking for an explanation.

### **31/13 Public Involvement – Deputations, Petitions and Questions**

No Deputations, petitions or questions had been submitted for consideration at the Meeting

The Chair of the Fishermead Residents Association (FRA) thanked the Chair of Council for joining him at a meeting to discuss HiMOs with the Private Housing Sector. He thanked the Parish Council for supporting the FRA Fun Day and invited them to have a stand at the event.

### **32/13 To Receive Reports from Committees**

#### **32a Minutes of the Planning & Policy Committee**

**Chair: Cllr M Petchey**

Council noted and accepted the minutes

- i. **Draft Minute Nos. 170/12, 172/12 – Community Right to Bid**  
Council resolved to accept the Committee's recommendation that the Parish Council requests Milton Keynes Council to place the Parish Office, Willen surgery and the Springfield Public House on the list of Community Assets under the Localism Act (Assets of Community Value (England) Regulations 2012) as the main use of the land furthers the social wellbeing and social interests of the local community and it is realistic to think that this can continue into the near future.

#### **32b Minutes of the Finance & Administration Committee**

**Chair: Cllr I Fraser**

Council noted and accepted the minutes

#### **32c. Minutes of the Personnel Committee**

**Chair: Cllr K Kent**

Signed.....Chair

Date.....

Council noted and accepted the minutes

**i. Draft Minute No. 127/12 – External Consultancy Appointment**

This item was taken separately under Agenda Item No.16

**32d. Minutes of the Community & Environment Committee**

Chair: Cllr L Harris

Council noted and accepted the minutes

**i. Draft Minute No. 184/12 - Springfield Roof and Gutter Repairs**

This item was taken separately under Agenda Item No.14

**32e. Minutes of the Extra-ordinary Meeting of the Community & Environment Committee – 1<sup>st</sup> May 2013**

Chair: Cllr L Harris

Council noted and accepted the minutes

**i. Draft Minute No. 198/12 - Parish Partnership Fund 2013/2014**

Council resolved to accept the Committee's recommendation that a grant application of £3,000 for the Fun Days project is submitted to Milton Keynes Council

**ii. Draft Minute No. 200/12 - Community Safety Town and Parish Fund**

Council resolved to accept the Committee's recommendation that a grant application for the installation of:

- railing on Kernow Crescent is submitted to Milton Keynes Council. Railing to be installed as a deterrent from children/adults running across the road and prevention of accidents. Costing to be obtained
  
- railing to replace missing railing outside the Springfield Centre. Missing railing overlooks a 1 metre drop.

Application to this fund must be submitted by **26<sup>th</sup> July 2013**

**32f. Minutes of the Communications Committee**

Chair: Cllr T Fraser

Council noted and accepted the minutes

**i. Draft Minute No.106/12 - Managed Services Contract**

This item was taken separately under Agenda Item No. 15

**33/13 Community Asset Transfers – Report C/11/12**

Clerk to Council advised Council that their application for the Fishermead Sports Ground had been successful and the transfer would be completed shortly. A decision is expected week commencing the 27<sup>th</sup> May on the Woolstone Sports Ground. The Parish Council in partnership with the Willen Pavilion Management Committee were the only applicant for the Willen Sports Ground, the Community & Environment Committee will be considering if they wish to continue with this community asset transfer at their next meeting.

Council resolved to accept the standard Heads of Terms as proposed by Milton Keynes Council for the transfer of Fishermead Sports Ground and for subsequent community assets.

**34/13 NALC Larger Councils Conference – London 27 November 2013**

Council resolved that Cllrs I Fraser, T Fraser, Kahin, Pafford and Petchey attend the NALC Larger Councils Conference in London on 27 November 2013

**35/13 Inaugural Milton Keynes Parish Games**

Council agreed with the concept and would consider participating in the event in 2014 but did not feel that adequate notice had been given to take part in

Signed.....Chair

Date.....

the 2013 games.

**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 therefore resolved that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded.**

**36/13 Springfield Roof and Gutter Repairs**

Council resolved to accept the Community and Environment Committee's recommendation that the amendment to Quotation B, Job Specification 1 is accepted. The additional work to include the replacement of the specified section of the existing rear tile roof with a Rubberbond Fleeceback Membrane alternative.

**37/13 I.T. Managed Services Contract**

Council resolved to accept the contract specification and Business Evaluation Document and commended Cllr T Fraser for his work on the documents.

**38/13 External Consultancy Appointment, Peninsula Business Services – Service Contract to be tabled**

Council resolved to accept the 5 year Service Contract as proposed by Peninsula Business Services and accordingly the Chair of Council signed the Service Contract on behalf of the Parish Council.

**39/13 External Consultancy Appointment, Parish and Community Futures**

Council resolved to appoint Parish and Community Futures as external consultants for the development of the Parish Neighbourhood Plan

**40/13 Training Courses and Conferences**

Council noted the following training and conferences

Event	Date	Venue	Content	Cost £
CiLCA	6 June, 4 July, 12 September 10 October	Halton Village Hall	Certificate in Local Council Administration	200pp
Risk Management	13 June	Buckingham Community Centre	An informative session for Clerks and members looking at all aspects of risk management.	75pp
Councillor Induction	27 June	Little Chalfont Village hall	Induction for new and existing Parish councillors.	30pp
Accounts & Finance	3 July	West Bletchley Council	A topical and informative course for Clerks and the Chairman or Chairman of Finance committees.	45pp
VAT	16 July	Longburrow Hall Stokenchurch	A topical and informative session for Clerks and Chairman/Chairman of Finance Committees.	45pp
Risk Management	26 September	Wycombe District Council	An informative session for Clerks and members looking at all aspects of risk management.	75pp
NALC	27 November	Royal National Hotel London	Larger Councils Conference	190pp
Putting	Thursday 6	CBI	Reported in February	£132

Signed.....Chair

Date.....

Communities first	June 2013	Conference Centre London		pp
Booked Cllrs I Fraser, T Fraser, Bejon, Kent and Halton-Davis attending = <b>total cost approx £832</b>				

**41/13 Committee Meeting Dates**

Council noted the dates of the forthcoming Committee meetings.  
 Community & Environment – Tuesday 28<sup>th</sup> May 2013, 6.30pm  
 Communications – Wednesday 29<sup>th</sup> May 2013, 6.30pm  
 Planning & Policy – Monday 3<sup>rd</sup> June 2013, 7pm  
 Finance & Administration – Tuesday 4<sup>th</sup> June 2013, 6.30pm  
 Personnel – Monday 10<sup>th</sup> June 2013, 6.30pm

**42/13 Actions from previous Council Meetings**

**A. Completed**

Council noted the following actions had been completed:

**Minute No. 180/12vi** - The Chair of the Fishermead Residents Association requested the Parish Council to support their request for funding from the Safety Initiative for railings at the front of the Pirate Park at Kernow Crescent –

See Agenda Item No.10eii

**Minute No. 225eii/12** - Twitter - a Corporate Parish Council account has now been set up.

**Minute No. 233/12** - Draft Parishes Protocol – 2013 version of the Parishes Protocol to be considered at the 2013 Annual Meeting of Council

**B. Outstanding**

Council noted the following actions were still outstanding:

**Minute No. 181a** - Motocross at Pineham wherein the Committee had resolved to take legal advice, and had asked the Clerk to Council to instruct a barrister conversant with Planning Law.

Clerk to Council in discussion with a barrister

**Minute No. 202/12** – Fishermead Residents Association Complaint - Cllr Jones to update Council

**Minute No. 229/12/12** – New Parish Council Headquarters – Cllr I Fraser to arrange meeting

**Minute No. 252ci/12** - Equality Act Training – Clerk to Council in discussion with MK Equality Council

**Minute No. 252b** - Freedom of Information Certification – training to be booked

**Minute No. 232/12** - First World War Centenary – Meeting of the working group to be arranged

**43/13 Date of Next Meeting**

**Tuesday 18<sup>th</sup> June 2013, 7.30pm**

Signed.....Chair

Date.....