

**Minutes of the Meeting of Council held on
Tuesday 17th May 2016
at the Oldbrook Centre, Oldbrook Boulevard
commenced at 8.30pm on conclusion of the Annual Meeting of Council
convened for 7pm on the same day and at the same place**

18/16 Members Present

Cllr T Baines	Cllr E May
Cllr C Brown	Cllr D Pafford
Cllr I Fraser	Cllr M Petchey
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
E Webb, Deputy Clerk

**19/16 Apologies for Absence
Council noted apologies from**

Cllr A Kahin – work

20/16 Declarations of Interest

Cllr Petchey – Agenda Item No 11i and ii – Planning Applications, Cllr Petchey advised that he would leave the meeting when this item was being considered.

21/16 Members of the Public Present

Fishermead resident

22/16 Minutes of the Meeting of Council held on the 19th April 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

23/16 May 2016 Local Council Election Results

Council noted the Milton Keynes Council and Campbell Park Parish Council election results and further noted that three Parish Council seats remain unfilled, 2 on Oldbrook and 1 on Springfield. Under this item Council confirmed that the Chair should write to both Mrs Kent, who did not stand for re-election and Mrs Oguntola who was not re-elected thanking them for their work and accepting their offer to assist the Parish Council if needed in the future.

24/16 Potential Co-option of Parish Councillors

Clerk advised Council that it could co-op eligible candidates to the unfilled Parish Council seats in Oldbrook and Springfield. In the first instance Council has until 9th June to fill the vacancies, thereafter any un-filled vacancies would need to be advertised in the normal way. A prospective candidate had applied to fill the vacant seat in Springfield but due to holiday arrangements could not attend the meeting.

Signed.....Chair

Date.....

25/16 Chair's Report

The Chair did not submit a report but advised that she was working on the arrangements for the forth coming Spotlight.

26/16 Clerk to Council's Report

The Clerk advised a claim had now been received in respect of the accident at the Springfield Centre in 2013, the claim had been forwarded to the insurance company for processing.

Community Asset Transfer – Trinity Centre - Milton Keynes Council had invited the Parish Council to send a representative to sit on the Panel to consider the stage 1 applications. The meeting to be held at 10.30am on the 21st June. Council nominated Cllr Fraser [I] to represent the Parish Council.

27/16 Correspondence

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

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

Under this item Cllr Fraser [T] invited Council to reconsider their previous decision to withdraw from MK Forum and invited Council to apply for membership of MK Forum. Council agreed to reapply for membership of MK Forum.

28/16 Ward Members' Reports

Council noted Cllr Taylor's tabled report.

Council received the following verbal reports

Cllr Baines advised that he was in contact with MKC Planning regarding 70 Pencarrow Place, the front door had been blocked up and relocated to the side of the property, with a step up the door which is causing an obstruction. He had been advised that the property was being used as a HiMO although the landlord had assured MKC that it was a single family let. A number of three storey properties have had the garage blocked up and this is becoming more common throughout the Parish. Cllr Brown advised that there had been a fire on one of the canal boats moored at Woolstone over the previous weekend which was being dealt with by CRT Enforcement.

Deliveries were still being made during school drop off/pick up times to the One Stop store at Springfield.

Cllr Priest advised that the Sri Lankan Community Centre was being used although the interior had yet to be completed, in his opinion the open lift shafts etc were a health and safety risk and he had advised MKC of the situation.

Cllr Pafford advised that work had commenced on the Woolstone Community Centre. There was an issue with the graveyard and he had asked for confirmation that the graveyard had been closed and was available for future internments.

Cllr T Fraser advised of the poor state of repair of the footpath between the Parish Office and the Co-op on Fishermead

Cllr I Fraser raised her concern over the number of multi-vehicle crashes on junctions abutting Oldbrook, the item to be discussed at the next Planning & Policy Committee.

Signed.....Chair

Date.....

29/16 Public Involvement – Deputations, Petitions and Questions

30/16 To Receive Reports from Committees

30a Minutes of the Planning & Policy Committee

Chair: Cllr T Baines

i. Council noted and accepted the minutes

ii. **Draft Minute No. 164/15 Parking – Orchard Academy – April minutes**

Cllr Brown spoke to this item.

Council noted the Committees' recommendation to address the parking issue at Orchard Academy by installing posts on one side of Ravensbourne Place and the possibility of introducing a by-law to prohibit parking on one side of the Ravensbourne Place. Cllr Brown advised that he had spoken to MKC Ward councillors who intimidated their willingness to contribute towards funding the project.

Council agreed the recommendations providing that:

MKC Highways grant permission

External funding is sought

Consultation is undertaken with Orchard Academy and Springfield residents.

30b. Minutes of the Finance & Administration Committee – 3rd May 2016

Chair: Cllr I Fraser

Council noted and accepted the minutes

i. **Draft Minute No. 276/15 - Earmarking of funds for projects due to be completed during the 2016/2017 Financial Year**

Council noted that the Committee had earmarked funds for the following projects, each of which had previously been agreed by Council and are due to be completed during the current Financial Year:

Play Area upgrade scheme in association with Milton Keynes Council - £25,000 earmarked for use during 2016/2017.

Public access defibrillator purchase and installation project - £16,000 earmarked for use during 2016/2017.

Migration/upgrade of the Parish Council E-mail platform to Office 365 - £15,000 earmarked for use during 2016/2017.

ii. **Draft Minute No. 277/15 - Financial Management and Investments Risk Assessments**

Council resolved to accept the Committee's recommendation and accepted the 2015/2016 Financial Management and Investments risk assessments.

30c. Minutes of the Personnel Committee

Chair: Cllr T Fraser

Council noted and accepted the minutes

30d. Minutes of the Community & Environment Committee

Council noted and accepted the minutes

Signed.....Chair

Date.....

- i. **Draft Minute No. 183/15 - Grant Applications**
Council noted that the Committee had awarded a grant of £250 to Frank Howe Court Social Club (Grant Application No: 001/16-17 Section 137)
- ii. **Draft Minute No. 187/15 - Fishermead Sports Ground – Site Survey and Feasibility Report**
(minute no. 154/15) **Report No. C&E/21/15-16**
Council resolved to approve the Committee’s recommendation to appoint TGMS at a cost of £2255.00 +vat to undertake the site surveys and feasibility report.

30e. Minutes of the Communications Committee
Chair: Cllr D Priest
Council noted and accepted the minutes

30f. Emergency Response Committee
i Cllr Priest advised that the Environment Officer (Buildings) was progressing the lease of the radios, a training session on the use of the radios to be arranged.

ii. **Emergency Plan Spotlight**
Cllr T Fraser (Lead Member) advised that plans for the Spotlight were progressing, venue had been booked for Friday 17th June, invitation letters to Parish/Town Councils had been sent out and the draft programme had been completed.

30g. WW1 Centenary Working Group
Nothing to Report

30h. New Parish Council Headquarters (Minute No. 191f & 213h)
Council noted that the Working Group had not met since the April Council Meeting.

Cllr Petchey left the meeting for the following item

31/16 Planning Applications

i. 16/01083/FUL - Demolition of the existing conservatory to form a new dining room to the rear. Demolish the front of the existing garage to create a side extension with a new garage to the front and an office to the rear on ground floor; with an En-suite Master bedroom on first floor. The front yard will be partly refurbished to form hardstanding area for car parking. The old timber gate and fence to be demolished and replaced with a new brick and wrought iron fence and automated sliding gate at 6 Hooper Gate Willen MK15 9JR
Council had no objection to the application.

The following application to be deferred to the June Planning & Policy meeting as an extension to the consultation period had been granted by Milton Keynes Council

ii. 16/01197/TNOT - Replacement of 10m lamp-post monopole with 10m phase 4 monopole with 1 additional equipment cabinet at Telecommuncian Mast Grafton Street H6 To H7 Milton Keynes

Cllr Petchey re-joined the meeting

Signed.....Chair

Date.....

32/16 Parish Picnics

Council noted the dates of the forthcoming Picnics and the following Members committed to assisting Cllr Halton-Davis and Cllr Harris at the events.

Fishermead – Pirate Park, Kernow Crescent – Saturday July 30
Cllr Baines

Willen – Willen Primary School, Wednesday August 3
Cllr Shrimpton, Cllr Taylor

Woolstone – green beside The Barge pub – Saturday August 20
Cllr Pafford, Cllr Brown if he is free

Oldbrook – Oldbrook Green – Wednesday August 31
Cllr Greenwood, Cllr Uranta

Springfield – Springfield Centre – Saturday October 29
Cllr May

33/16 Training Courses and Conferences

Council is invited to note the following training and conferences and if required nominate Councillors/staff to attend 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 Cllrs I & T Fraser	£10.97 per delegate

Under this item Cllrs I & T Fraser requested, and Council agreed, to them attending the LGA/NALC Devolution event on 1.6016

Confidential Items

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.**

**Items 14i and 14ii

34/16 Minutes of the Personnel Committee

- i. **Draft Minute No. 119/15 - Cleaner/Caretaker – Review of contractual hours** (Minute No. 63/15)
Council ratified the Committee's decision to permanently increase the hours worked by J Mckee from 12 hours per week to 16 hours per week.
- ii. **Draft Minute No. 120/15 - Discretionary Staff Salary Spine Point Award Process** (Minute No.110/15)
Council ratified the wording for inclusion in the Staff Handbook, as provided by Peninsula Business Services, detailing the process for awarding discretionary staff salary spine points.

35/16 Committee Meeting Dates

Clerk advised Members that the Annual Meeting of Parish Electors is scheduled for Tuesday 24th May, 6.30pm at the Springfield Centre. Council noted the forthcoming meeting dates.
Community & Environment – Monday 23rd May 2016, 6.30pm

Signed.....Chair

Date.....

Communications – Tuesday 31st May 2016, 6.30pm
Planning & Policy – Monday 6th June 2016, 7pm
Finance & Administration – Tuesday 7th June 2016, 7pm
Finance & Administration [Business Plan] - Tuesday 14th June, 7pm
Personnel – Monday 13th June 2016, 6.30pm
New HQ Committee – Meeting date to be confirmed

36/16 Date of the Next Meetings
Tuesday 21st June 2016

Signed.....Chair

Date.....