

**Minutes of the Meeting of Council held on  
Tuesday 19<sup>th</sup> April 2022  
at the Oldbrook Centre, Oldbrook Boulevard, Oldbrook  
commencing at 7.30pm**

**The meeting was open to the Public**

**227/21 Members Present**

Cllr T Baines (Chair)  
Cllr V Dixon  
Cllr T Fraser  
Cllr R Golding  
Cllr B Greenwood  
Cllr K Kavarana  
Cllr D Kendrick

Cllr K Kent  
Cllr C Odunewu (arrived 7.38pm)  
Cllr N Oguntola (arrived 8.03pm)  
Cllr D Pafford  
Cllr M Petchey (arrived 7.40pm)  
Cllr D Reynolds

**In Attendance**

D Warner, Clerk to Council  
P Sullivan, Deputy Clerk

**228/21 Apologies for Absence**

Cllr P Halton-Davis - unwell  
Cllr J Howard - unwell  
Cllr K Jones - unavailable

**229/21 Declarations of Interest**

None

**230/21 Members of the Public Present**

Two

**231/21 Minutes of the Meeting of Council held on the 15<sup>th</sup> March 2022**

The Minutes of the meeting, having previously been circulated, were approved as a correct record, and signed by the Chair.

**232/21 Public Involvement – Deputations, Petitions and Questions**

None received.

**233/21 Milton Keynes Council Flood Resilience and Sustainable Drainage Systems (SuDS) Officer Presentation**

Council welcomed Naomi Chatfield-Smith and Ashish Patel (MKC Flood & Water Management Officer). They spoke on the importance of helping

residents understand flood risk and the value of using all available channels of communication, including the website, Homeground magazine and CPPC social media to reach residents who may be at risk. MKC is currently working with local councils on developing Community Flood Plans and co-ordinating volunteers and residents who wish to form local flood groups. Members shared relevant local information and knowledge with both Officers which they took away for further investigation.

**234/21 Chair's Report**

The Chair thanked all those councillors that volunteered at the Easter Tea Party which was a huge success, attracting over a hundred people. He reiterated the importance of Members participation in future events. The Chair also reported on the new play area on Kernow Crescent which was completed just before the Easter bank holiday and has already proved very popular. An official opening would take place in the near future.

**235/21 Clerk's Report**

The Clerk reported that CPPC had successfully secured funding (£10k) from Milton Keynes Council (MKC) through their Community Infrastructure Fund (CIF) to refresh and upgrade a play area in Woolstone, with a combined budget of £20k. Details of the 2023/24 CIF fund are due to be announced shortly by MKC.

**236/21 Jubilee Family Fun Day 2<sup>nd</sup> June 2022**

The Deputy Clerk thanked Members who had responded to the call for volunteers and asked that any other Members who were available to contact her with their availability.

**237/21 Committee Membership**

Members were invited to note that following her recent co-option as Willen Ward Councillor, Cllr Reynolds had requested that Council re-appoint her to the following committees: Finance, Administration & Policy; Community & Social Wellbeing and Planning, Infrastructure & Transport.

**It was agreed to re-appoint Cllr Reynolds to the committees requested.**

**238/21 Ward Members' Matters (i)/Reports (ii)**

- i. Cllr Kent asked that the painting of seating in Oldbrook be actioned as soon as possible. This will be added to the next agenda of the Buildings & Property Portfolio Working Group for consideration.

Cllr Fraser asked the Clerk if he could confirm how pence in the £ we receive on Band D properties. The Clerk will respond with the information.

Cllr Golding raised a concern regarding a property on Ulyett Place which had a number of overloaded vans parked on the driveway. The Chair suggested he contact a MKC councillor and Cllr Petchey confirmed that MKC does have a requirement to keep the frontage of houses in good order.

- ii. Council noted the report on the Springfield Initiative.

Cllr Dixon reported that following a complaint received from a resident of Springfield regarding problems with the waste collection service, she can now confirm that Serco have made improvements and are addressing problems.

**239/21 To Receive Draft Minutes (including recommendations) from Committees.**

**239a Minutes of the Community & Social Wellbeing Working Group  
Chair: Cllr K Kavarana**

Council received the minutes with 2 items to ratify [i & ii] and 2 items to note [iii & iv]

**i. Draft Minute WG/44/21**

**Grant Application – MK Gallacticos FC** (Grant Application 015/21-22/Sect 137)

The Working Group considered an application from MK Gallacticos FC for £1000.00. The Working Group reached an agreement to make a recommendation to Council that a grant of £1000.00 be awarded.

**Council resolved to award a grant of £1000 to MK Gallacticos FC.**

**ii. Draft Minute WG/49/21**

**Family Fun Day to celebrate the Queens Platinum Jubilee**

The Working Group noted that that food and drink traders at the event have been asked to provide a donation (which should be reflective of the profits made during the event) to a local charity, rather than a paying a pitch/trading fee. The Working Group considered nominating two charities, one being a local charity with The Queens patronage. However, unable to find a suitable charity locally, the Working Group resolved to recommend to Council that Willen Hospice be the recipient of these donations.

**Council resolved to award donations from the food and drink traders at the Jubilee Family Fun Day to Willen Hospice.**

**iii. Draft Minute WG/47/21**

**Activity Packs**

The Activity Packs provided for children during each school holiday continue to be very popular with 100-120 packs being collected within a few days. Feedback about the packs has been very positive.

The packs cost in the region of £2-£2.50 each to produce, plus associated staff time.

MK Play Association have provided a quote of £2.50 per pack to supply themed Activity packs in a similar style to what we have been producing. The Working Group agreed to commission MK Play Association to supply 100 activity packs for both the Easter holiday (Easter themed) and May Half Term holiday (Jubilee themed), with a review of future activity pack provision to be undertaken on completion.

**Council noted the proposal of the Working Group.**

**iv. Draft Minute WG/48/21**

Community Larder (CSW 11/21, Council 116aii/21, WG 09/21, WG 20/21, WG 33/21)

The Working Group received a verbal update from the Committee Clerk noting that the Fishermead Community Larder is now open, staffed by volunteers mainly connected to the Church. The Larder to be advertised within the next Homeground magazine in May. A grant application had been offered to the Trinity Centre so that they can apply for funding to support its operation, should they wish.

**Council noted the proposal of the Working Group.**

**239b Minutes of the Communications Working Group**

**Chair: Cllr N Oguntola**

Council received the minutes with 1 item to note.

**i. Draft Minute WG/36/21**

**IT Managed Services Contract – Quotation**

The Working Group considered a quotation from Cloudy IT for the continued provision of IT Managed Services to April 2023. Provision to include the continuation of existing services, security upgrade and the re-mapping of data. The proposal includes the increased cost of Microsoft licences from April 2022 onwards.

The Working Group unanimously agreed to accept the quotation.

**Council noted the decision of the Working Party.**

**239c Minutes of the Extraordinary Meeting of the Personnel Working Group**

**Chair: Cllr D Pafford**

Council received the minutes.

**239d Minutes of the Planning, Infrastructure & Transport Delegated Panel Meeting**

**Chair: Cllr B Greenwood**

Council received the minutes.

**239e Minutes of the Finance, Administration & Policy Working Group**

Council received the minutes with 2 items to ratify (i & ii).

**i. Draft Minute WG/51/21**

**Signatory changes on Parish Banking**

The working group noted that Cllr David Pafford has asked to be removed as a signatory on the Unity Trust Bank account and the CCLA as he is no longer a member of the Finance, Administration & Policy Working Group.

The working group resolved to recommend to Council that Cllr Karl Kavarana be added as a signatory in his place.

**Council resolved to add Cllr Kavarana as a bank signatory on both the Unity Trust and CCLA accounts.**

**ii. Draft Minute WG/54/21**

**2023/24 Parish Council Budget/Precept Level Consultation**

The working group resolved to recommend to Council that the letter for the 2023/24 Parish Council Budget/Precept Level Consultation, be sent out by 13/6/22 with a return date of 1/8/22.

**Council resolved to agree the proposed dates and further agreed that the compilation of the letter be delegated to the Clerk, RFO and Chair.**

**240/21 Licensing Applications**

Due to submission deadlines, Council was invited to consider and comment on the proposed licensing applications (i,ii & iii).

**i. LOCAL GOVERNMENT (Miscellaneous Provisions) Act 1982  
Boroughwide Street Trading Consent – Renewal**

We have received an application from MK Ices (Reg SV64 WSJ) on 05/04/2022 for 1 ice cream van to trade Boroughwide for the following times:

Monday to Sunday 14:00 to 21:00

**Council resolved to make no comment.**

**ii. LOCAL GOVERNMENT (Miscellaneous Provisions) Act 1982  
Boroughwide Street Trading Consent – Renewal**

We have received an application from MK Ices (Reg EK09 XXE) on 05/04/2022 for 1 ice cream van to trade Boroughwide for the following times:

Please note the change of hours

Existing Hours Monday to Sunday 15:00 to 18:00

Hours Applied For Monday to Sunday 14:00 to 21:00

**Council resolved to make no comment.**

**iii. LOCAL GOVERNMENT (Miscellaneous Provisions) Act 1982  
Boroughwide Street Trading Consent – Renewal**

We have received an application from MK Ices (Reg DG10 HCV) on 05/04/2022 for 1 ice cream van to trade Boroughwide for the following times:

Monday to Sunday 14:00 to 21:00

**Council resolved to make no comment.**

**241/21 Members Allowances**

Council is invited to note that, following the decision in March to accept the NJC pay award, the Members Allowance will be increased by 1.75% to £849.96 per annum.

**Council noted the increase of 1.75%.**

**242/21 Public Works Loan Board – Community Hub Funding Application**

Further to the recent Community Hub public consultation and the previous Council decision borrow up to £1,500,000 for the project, Council is invited to reconfirm its borrowing intentions in-light of the most recent associated cost estimates. The Chair requested a recorded vote which was carried unanimously.

**Council resolved to increase borrowing of up to £2,000,000 and continue looking at ways to maximise other funding opportunities.**

**243/21 Milton Keynes Council (MKC) Together We Can**

Council is invited to review the MKC Together We Can document (previously circulated) and to suggest any revisions prior to the next Parish Forum in June.

**Members were requested to send any suggestions to the Clerk.**

**244/21 Coronavirus Pandemic – Parish Council Response, Further Measures and Contingency Planning**

Council is invited to note any actions carried out in response to the Coronavirus pandemic and then consider any additional measures or contingency plans that it might wish to implement as a consequence of the ongoing situation – additional measures and contingency plans to include those that would ordinarily be advanced by the Committees and Working Groups of Council.

- i. Operation London Bridge – The Clerk reported on steps taken in preparation for any future announcement, including the work to our website and arrangements in put in place by Milton Keynes Council.
- ii. The re-introduction of any further in-person meetings – The Clerk asked that Council re-affirm their wishes regarding Council, Committee and Working Group meetings and it was agreed to continue the current format with a review in June.

**245/21 Parish Council Community Hub, Room-by-Room Requirement Review – Working Group Update and Recommendation**

The Clerk reported that the demolition of the Springfield Pub was now complete with final handover on Friday. Members had received a revised cost estimate which detailed a significant increase mainly due to inflationary pressures and cost of replacing/maintaining existing retaining walls. Members agreed that the existing scheme should progress to the reserved matters planning application as scheduled.

The Chair reported that the recent public consultation had been a positive exercise with no negative feedback received. He also suggested that, now the site is cleared, Members pay a visit to site to assist in their vision of the project. The Clerk will confirm a suitable day/time.

**246/21 Councillor Vacancy – Oldbrook Ward - Update**

Council noted that the vacancy notice for co-option of candidates for Oldbrook Ward expired on 19<sup>th</sup> April. Council will be invited to consider candidates at the May council meeting.

**247/21 Deferred Council Agenda Items - Updates**

Council noted the following items:

- **Potential declaration by Council of a climate emergency**  
This item will be on the agenda of the Annual Meeting of Council in May.
- **Parish Council 'White Ribbon' Accreditation**  
This item will be deferred to the May meeting of Council.

**248/21 Training & Conferences**

BMKLC Councillor Training, 25<sup>th</sup> May at 6.30pm (online)

**Cllr Reynolds to attend.**

BMKALC Chaining Skills, 31<sup>st</sup> May at 6.30pm (online)

**Cllrs Fraser, Greenwood, Odunewu and Oguntola to attend.**

BMKALC Common Land, 8<sup>th</sup> June at 10.00am (online)

**No attendees**

BMKALC Village Greens, 5<sup>th</sup> July at 10.00am (online)

**Cllrs Kent, Dixon and Fraser to attend.**

**249/21 Dates of Future Committee & Working Group Meetings**

Community & Social Wellbeing – Monday 25<sup>th</sup> April at 7.00pm

Communications – Tuesday 26<sup>th</sup> April at 6.30pm

Personnel – Tuesday 3<sup>rd</sup> May at 6.00pm

Finance, Administration & Policy – Tuesday 3<sup>rd</sup> May at 7.00pm

Planning, Infrastructure & Transport – Monday 9<sup>th</sup> May at 6.30pm

Buildings & Property Portfolio – Tuesday 10<sup>th</sup> May at 6.30pm

**The Clerk confirmed that the next meeting of the Personnel Working Group is on Tuesday 3<sup>rd</sup> May at 6.00pm and the Finance, Administration & Policy will be at 7.00pm.**

**250/21 Date of Next Meeting**

Annual Meeting of Parish Electors, Tuesday 17<sup>th</sup> May 2022, 6.30pm

Annual Meeting of Council, Tuesday 17<sup>th</sup> May 2022, 7.00pm

May meeting of Council, Tuesday 17<sup>th</sup> May 2022, 7.30pm

**Please note that all the above meetings will be held at Milton Keynes Christian Centre**

Meeting closed at 21.25