

**Minutes of the meeting of the Estates Committee
held on Tuesday 10 September 2024 at 6.30pm
at the Springfield Centre, Springfield Boulevard, Springfield**

This meeting was open to the public

Members Present

Cllr L Adura

Cllr V Dixon

Cllr R Golding (Chair)

Cllr J Howard

Cllr K Kavarana

Cllr K Kent

Cllr D Pafford

In Attendance

D Warner, Clerk to Council

30/24 Apologies for Absence

Cllr B Barton – personal commitment

Cllr B Greenwood – personal commitment

Cllr M Petchey – personal circumstances

31/24 Declarations of Interest

None

32/24 Members of the Public Present

None

33/24 Minutes of the Meeting held on 9 July 2024

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

34/24 Public Involvement – Deputations, Petitions and Questions

None

35/24 Fishermead Sports Ground Working Group

Committee received and noted the minutes of the meeting of the FSG Working Group held on 16 July.

The next meeting will be held on 15 October at 6.30pm.

36/24 Council Allotments

i. Annual Rent Review – 2025/26

The Committee reviewed the allotment rent levels for 2025/26. Based on the most recent Consumer Prices Index rate of 2.2% (published 14 August 2024), Committee resolved to recommend to Council that rents for 2025/26 be increased from 52.0 pence to 53.0 pence per metre (rounded down figure).

ii. Site Update

The Committee received a verbal site update from the Chair (Lead Member for the allotments and landscape service) in which he summarised the outcome of the most recent inspections at the allotment sites. He went on to confirm the occupancy levels of the site as well as details of plots requiring improvement. Lastly, he confirmed the process that would be used later in the month for annual plot renewals.

Committee agreed to the Lead Member making future site update reports on a quarterly basis.

Responding to comments from Cllr Pafford, the Chair asked Cllr Pafford to email him the details of any concerns conveyed to him by plot holders, he requested that the details include the plot number so that himself or the Estates Manager could respond the plot holders directly regarding their concerns.

37/24 Projects – Committee Budget 2025/26, 2026/27, 2027/28, 2028/29 & 2029/30**

The Committee noted that project proposals for the next five years need to be submitted ahead of the October 2024 meeting. All project proposals must comply with the Project Policy, be detailed on a Project Request Form (**including full costings and breakdown of expenditure**).

38/24 Community Hub, Working Group Update and Recommendations

Committee received an update from the Working Group, including reports from Cllrs Golding and Howard on their recent site visits. Committee also received and considered the following:

- Contractors Report no's 6 & 7
- Progress Photos
- Updated Project Programme

The Clerk confirmed that Currie & Brown's most recent financial statement (Nr 2) had previously been circulated by email to all Councillors and would be included in the September Council pack for consideration, with financial statement (Nr 3) also being included if available. The Clerk went on to confirm that the increased cost of utility connections would be reported in due course.

- 39/24 Intruder Alarm Control Panel Upgrades – Depot and Oldbrook Centre**
Committee noted that the intruder alarm panels at the Depot and Oldbrook Centre have been upgraded in line with recent similar work at the Springfield Centre. The cost of the upgrades is £195 and £840 respectively and will deliver the same improved functionality as the Springfield Centre.
- 40/24 Community Defibrillator Replacement Programme – Report E05/24**
Committee received and noted a report detailing the need to adopt a replacement programme for Council owned community defibrillators. Most Council owned defibrillators were purchased within a 24-month period and are approaching the end of their warranty periods. Adopting the replacement programme will ensure that all defibrillators remain within warranty, with the associated replacement budget spread across several years.
- 41/24 Springfield Centre Solar Panels – Carbon Offset Fund Grant**
Committee noted that Milton Keynes City Council has currently paused applications to the Carbon Offset Fund. The application process will be revisited in 2025, in the meantime Officers will investigate potential alternative funding streams.
- 42/24 Kernow Crescent Play Park Annual Inspection Report**
Committee noted that all high and medium risk tasks identified when the independent report was carried out have now been completed. In-house monitoring of the site is ongoing, with the Estates Officer carrying out regular inspections throughout the year.
- Confidential Item**
In view of the terms of Schedule 12A Local Government Act 1972, the following item* will be likely to disclose exempt information relating to establishment and contractual matters and Council is therefore invited to resolve that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 Section 1(2) the public and press be excluded.
***Item 12.**
- 43/24 Springfield Centre Disabled Parking Bay Provision**
Committee received and considered quotations for the provision of disabled parking bays at the Springfield Centre. Noting that the associated planning permission would expire in June 2025, and with all the quotations being more than the allocated budget, Committee resolved to recommend to Council that the project is not pursued based on it being unfeasible. The project to potentially be revisited at a later date.
- 44/24 Date of Next Meeting**
Tuesday 8 October 2024 at 6.30pm