

**Minutes of the meeting of Council held on  
Tuesday 16 July 2024, 7.30pm  
at the  
Oldbrook Centre, Oldbrook Boulevard, Oldbrook**

**This meeting was open to the public**

**Members Present**

|                             |                     |
|-----------------------------|---------------------|
| Cllr L Adura                | Cllr P Halton-Davis |
| Cllr B Barton               | Cllr J Howard       |
| Cllr O Cole                 | Cllr K Kavarana     |
| Cllr V Dixon                | Cllr D Kendrick     |
| Cllr R Golding (Vice Chair) | Cllr K Kent         |
| Cllr B Greenwood (Chair)    | Cllr M Petchey      |

**In Attendance**

D Warner, Clerk to Council  
P Sullivan, Deputy Clerk

**56/24**

**Apologies for Absence**

Cllr H Kakei - unwell  
Cllr C Odunewu – personal commitment  
Cllr D Pafford - unwell

**57/24**

**Declarations of Interest**

None

**58/24**

**To approve the minutes of the meeting of Council held on 18 June 2024,  
previously circulated and therefore taken as read.**

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

**59/24**

**Public Involvement – Deputations, Petitions and Questions**

Members of the public may make representations in respect of the business on the agenda.

One member of the public was present.

60/24

**Chair's Report**

The Chair updated Members on the recently discussed traffic issues in Fishermead and reported some improvement. It appears that more consideration is being given to the area designated for users of Fishermead Medical Centre, making it more accessible. The Chair will keep a watching brief and update as necessary.

61/24

**Clerk's Report**

The Clerk reported that, ●as agreed by Council, Fishermead Medical Centre had started using the front office at Pencarrow Place today (16 July).

●The landscape team welcomed two new members this week, one on work experience and one is a temporary member of staff to provide cover for a member of staff who had recently resigned. The recruitment process for a permanent member of staff has begun and Council will be updated in due course. ●An insurance claim is being pursued for the burglary reported at June Council.

62/24

**Ward Member Reports**

- i. Council is invited to receive any verbal Ward Member Reports.

Cllr Barton had recently attended a session on Finance Training for Councillors and had circulated the presentation slides as part of the agenda pack. He felt that it was very useful and a good beginners guide to the council finance process. Would recommend that interested Members take up the session.

Cllr Kavarana reported that residents are interested in establishing a seated exercise class in Springfield following on from the successful sessions already taking place in Willen. He also reported social media posts on the estate relating to the introduction of a 20mph zone.

Cllr Cole reported that the community litter picks in Fishermead and Springfield are going well and urged other Members to join in. Cllr Cole will circulate dates of when the next picks will be taking place.

- ii. Council is invited to note that no written reports have been received.

63/24

**To receive draft minutes (including recommendations) from Committees. Any Member questions arising from matters detailed in the minutes to be raised under the relevant Committee**

- a. **Minutes of the Planning, Infrastructure & Transport Committee**

**Chair: Cllr B Greenwood**

Council received the minutes.

- b. **Minutes of the Personnel Committee**

**Chair: Cllr K Kent**

Council received the minutes with 1 item (i) for ratification

**i. Draft Minute 07/24 – Staff Review**

This was discussed as a confidential item - see Minute No.71/24

**c. Minutes of the Estates Committee**

**Chair: Cllr R Golding**

Council received the minutes.

**64/24 Health & Safety Policy – Annual Review**

Having been circulated the relevant documents, Council considered and approved the updated Council Health & Safety policy produced in conjunction with Peninsula Business Services Limited.

**65/24 Planning Applications**

**Town and Country Planning Act 1990 (As Amended)**

**Town and Country Planning (Development Management Procedure) Order 2015 Application no: 24/00709/FUL**

Proposal: Erection of three storey residential development consisting of 15x affordable apartments

with associated car parking, landscaping and associated works (Regulation 3 application under the Town and Country Planning General Regulations 1992)

At: Site West of Kellan Drive Fishermead Milton Keynes

With Milton Keynes City Council making the above application and another similar one at the north end of Kellan Drive (24/00708/FUL), Council agreed to submit the following comments in response -

The sites have been identified as areas for development in the CPCC Neighbourhood Plan so CPCC do not have an objection to them. However, with the combined applications resulting in an additional 25 families residing in the locality, Council resolved that contributions to increase capacity in local infrastructure should be sought from the developer in the form of a formal planning obligation to mitigate the impact of the developments, with contributions being used for the following purposes:

- To support the inevitable increase in patient numbers at Fishermead Medical Centre.
- To facilitate new play areas or increased capacity at existing play areas on Kellan Drive and Kernow Crescent (CPCC) including improvements to the necessary access routes to these.
- To support the increased demand for places Jubilee Wood Primary School and The Willows School & Early Years Centre
- To support local sports facilities and, in particular, the proposed development of a pavilion on Fishermead Sports Ground
- To facilitate a programme of tree replacement in partnership with CPCC, to ensure that at least the same number of trees lost through these developments are replaced on site or in close proximity of the developments.

**66/24 Landscape Equipment Procurement – Report C01/24**

Council discussed and agreed the recommendation of Report C01/24 for purchase of a flail mower (Kilworth Dragone, Supplier A) and further approved the purchase of the previously agreed Ferris Ride-On Mower, setting aside the Financial Regulation requirement to obtain three quotations.

**67/24 Milton Keynes Ward Boundary Review – Initial Consultation**

Council acknowledged the importance of submitting a response to the review. After some discussion the conclusion was that Council was in favour of retaining the status quo in terms of the existing ward boundaries whilst as a Council remaining open to further discussions, recognising the importance of retaining a sense of place and avoiding splitting established communities.

**68/24 Introduction of 20mph Zones**

Council agreed that a question on the introduction of 20mph zones be included in the CPCC Annual Budget/Precept Consultation, with the results then identifiable on an estate-by-estate basis.

**69/24 Community Hub – Working Group Update**

Council received a verbal report from the Working Group on their progression of the Community Hub project including:

- Contractors Report no.5
- Progress Photos
- Updated Project Programme

Council then received and considered Financial Statement Nr 1 from Currie & Brown which detailed the current financial position of the project including the projected additional cost of it beyond the budgeted contingency provision. Council noted that some aspects of the statement was based on estimated cost which would be confirmed and formalised in due course.

i. **Community Hub Café – Expression of Interest: Café Operator – Report C02/24**

Council received and considered the report from the Community Hub Working Group and agreed to ratify the following recommendations:

- Council ratify the decision of the CHWG to take forward the 4 selected operators to stage 3 of the process in which they will submit their formal proposal, including a business plan.
- Council agree to the CHWG progressing development of a draft Heads of Terms, to be supplied to prospective operators as part of stage 3 once Council has had the opportunity to scrutinise and agree the document (copy of draft HOT document circulated with Council agenda pack).
- Council agree that, once the selection process is completed and using the same approach adopted for the appointment of the construction contractor

for the Community Hub, the CHWG will recommend one preferred operator to Council for ratification.

ii. **Charitable Trust Creation**

Council noted that the information is not currently available and an update will be on the agenda of the next meeting.

**70/24 County Association Facilitated Training and Future Visioning Session**

Council is invited to note that the proposed date for the session has been changed to Saturday 28 September. Members will be emailed as to their availability and a date confirmed in due course.

**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 15**

**71/24 Personnel Committee - Draft Minute 07/24 Staff Review**

Council received and ratified the associated Committee recommendation.

**72/24 Consideration of Candidate for Co-option as a Community Councillor**

Council agreed to co-opt John Hearnshaw as a Community Councillor for Oldbrook ward.

**73/24 Dates of Future Committee & Working Group Meetings**

Community & Communications – 23 July at 6.30pm

Planning – 12 August at 6.30pm

ECM – 20 August at 7.30pm\*

Personnel – 3 September at 6.00pm

F&A – 3 September at 7.00pm

Planning – 9 September at 6.30pm

Estates – 10 September at 6.30pm

**74/24 Date of Next Meeting**

Tuesday 17 September 2024 at 7.30pm

\*An Extraordinary Meeting of Council (ECM) will only be held on 20 August if deemed necessary