

**Minutes of the meeting of Council held on
Tuesday 18 February 2025, 7.30pm
at the
Oldbrook Centre, Oldbrook Boulevard, Oldbrook**

This meeting was open to the public

Members Present

Cllr B Barton	Cllr D Kendrick
Cllr O Cole	Cllr K Kent
Cllr V Dixon	Cllr B Macharia
Cllr R Golding (Vice Chair)	Cllr F Mangan
Cllr B Greenwood (Chair)	Cllr R McCafferty
Cllr K Kavarana	Cllr M Petchey (7.36pm)

In Attendance

D Warner, Clerk to Council
P Sullivan, Deputy Clerk

167/24 Apologies for Absence

Cllr J Hearnshaw
Cllr J Howard
Cllr D Pafford

168/24 Declarations of Interest

None

169/24 Minutes of the Meeting of Council held on 21 January 2025

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

170/24 Public Involvement – Deputations, Petitions and Questions

None

171/24 Chair's Report

The Chair would be providing a report at agenda item 7 (minute no.156/24).

172/24

Clerk's Report

The Clerk reported on the following ● Formal MKCC Woolstone 20mph zone consultation currently open, closing on 20.02.25 ● South Witan Roundabout discussed previously at Council has been assessed by their Highways department as low, with no action planned ● Devolved Priority Programme, BLMK bid not fast-tracked by the government ● Royal Garden Party, get 2026 bids ready early in the New Year ● The responsible use of social media by Councillors, Civility and Respect guidance to be re-issued ● Annual Meeting of Parish Electors 6.30pm, 18.03.25

173/24

Ward Member Reports

- i. Council invited to receive any verbal Ward Member Reports – none made
- ii. Council noted that no written reports had been received.

174/24

MKCC Sale of Land proposals in Fishermead (Minute 140/24, 157/24)

Council is invited to receive an update from Cllrs Greenwood and Petchey, in relation to the sale of land proposals at:

- Land at Pentewan Gate, Fishermead, Milton Keynes MK6 2ET.
- Land off Carrick Road, Fishermead, Milton Keynes MK6 2LS.

Cllr Greenwood reported that a meeting with MKCC had taken place last week which was very helpful. Although bids had been received on both sites, MKCC are willing to place a hold on any sale for 12 months on the land at Pentewan Gate in order to allow Fishermead Medical Centre (FMC) to develop proposals to take over the site. A further meeting was held with FMC and an offer of any practical assistance given to the Practice Manager. Cllr Petchey suggested that a meeting be arranged with FMC to formalise roles.

175/24

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 Community & Communications Committee**
Chair: Cllr K Kavarana
Council received the minutes.
- b. **Minutes of the Planning, Infrastructure & Transport Committee**
Chair: Cllr B Greenwood
Council received the minutes.
- c. **Minutes of the Personnel Committee**
Chair: Cllr K Kent
Council received the minutes and agreed to ratify 2 items (i & ii).
 - i. **Draft Minute 38/24i - Staff Review – see agenda item 17**

ii. Draft Minute 41/24 - Menopause Policy

Committee resolved to recommend the Bright HR template menopause policy to Council for adoption.

Council resolved to adopt the menopause policy as presented.

d. Minutes of the Estates Committee

Chair: Cllr R Golding

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

i. Draft Minute 82/24 - New Commercial Waste Legislation – Report E09/24 – see agenda item 18

ii. Draft Minute 83/24 ii. – Council Community Centres – Hall Hire Fees – Annual Increase Review

Committee reviewed current hall hire fees of all community centres and resolved to make a recommendation to Council that they be increased by the current CPI rate (2.5%) from April 2025 onwards.

Council resolved to agree the recommendation of an increase of 2.5% for hall hire fees from April 2025.

176/24 Community Councillor Allowance 2025/26 - Milton Keynes City Council Independent Remuneration Panel (IRP) Recommendation

Council noted the recommendation of the IRP that (where paid) Town, Parish and Community Councils, allowances should also be indexed by 2.87% for 2025/26 only (the increase represents the median increase to the NJC pay scale for the preceding financial year).

In February 2024 Council agreed (Minute No.169/23) to accept all future recommendations of the IRP without need for a member vote.

177/24 Sport England Place Expansion Investment

Council received a verbal update on the MK Place Based Expansion Programme. Sport England had requested clarification on parts of the original submission, this has been completed and was resubmitted on 13 February.

178/24 MKCC Review of Polling Districts and Places (PDR) & Community Governance (CGR)

Milton Keynes City Council's ward boundaries are currently being reviewed by the Local Government Boundary Commission for England, with draft proposals out to consultation, and final recommendations expected on 3 June 2025, ahead of all out elections in 2026. As the review draws to a conclusion, new electoral geography for the City Council is a natural opportunity for MKCC as the principal council to review both the Polling Districts and Places, and Community Governance.

PDR – MKCC will be undertaking an informal PDR consultation ahead a formal process between June – September 2025, details of the informal process are yet to be confirmed.

CGR - MKCC are running a CGR to evaluate the way local communities are represented in Milton Keynes. A CGR is an opportunity to change parish names, warding patterns, the number of parish councillors and in certain circumstances, amend external parish boundaries, and create/merge/abolish parishes. This review is getting under way after approval at a meeting of MKCC on 22 January 2025.

The initial phase is an informal consultation which is now live and will run until Friday 28 March 2025. Please use the [online survey](#) to provide your views on your parishes current governance. MKCC will use the responses to inform their draft proposals, which they will then formally consult on over the summer.

Council reviewed and agreed its response to the informal CGR consultation.

179/24

Oldbrook Ward Councillor Vacancy Update

Council noted that the notice of vacancy for the vacant seat on the Oldbrook ward expired on 13 February. The Clerk reported that an election had not been requested and the vacancy can now be filled by co-option. A notice of co-option has been posted on the CPCC website and on noticeboards with applications invited up until 7 March deadline in order to be available for inclusion in the March council agenda.

180/24

Appointment to Council Committees (Co-opted Cllrs)

Council appointed members to the Committees agreed within the Scheme of Delegations (Standing Order 4dxiv applies)

Finance, Administration & Policy – Cllr Mangan

Community & Communications – Cllr Mangan, Cllr McCafferty

Personnel – Cllr Macharia

Planning – Cllr McCafferty

181/24

Parishes Forum Appointment

Following the passing of Cllr Fraser, Council appointed Cllr Cole as a representative to the Milton Keynes Parishes Forum.

182/24

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.12
- Updated Project Programme
- Financial Statement Nr 8 as provided by Currie & Brown

The anticipated completion is at the end of April. An earlier discussion on partial possession had been discounted as the schedule of external and internal works have moved closer together.

We will be working with Steele & Bray to address mineral deposits on brickwork and minimise visual impact.

The financial summary shows an overall sum of £2,593,035 which represents 4.5% ahead of contract sum and contingency and is considered a worst-case scenario.

We anticipate the final drawdown from the PWLB to be 400k, taking our total borrowing to £1.4M.

i. Community Hub Café – Café Operator

Council received a verbal update.

ii. Charitable Trust Creation

Nothing to report.

Confidential Item

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 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.

***Items 16, 17, 18 & 19.**

183/24 IT Managed Services Contract 2025/26

Council noted that it was agreed in March 2024 (Minute 189/23) that the Cloudy IT contract was extended by 24 months to April 2026 to allow a continuity of managed IT services for the move across to the new Community Hub.

The 2025/26 renewal from Cloudy IT represents an increase of £79 compared to 2024/25. There will be an additional in-year increase with the adoption of using leased line broadband connectivity to support the functionality needed at the Community Hub. The cost of the leased line has been factored into the 2025/26 IT support budget agreed by Council.

184/24 Personnel Committee - Draft Minute 38/24i - Staff Review

Committee considered a draft estates officer job description, resolving to recommend it to Council for acceptance.

Council resolved to accept the draft estates officer job description as recommended.

185/24 Estates Committee – Draft Minute 82/24 - New Commercial Waste Legislation – Report E09/24

Committee received and considered the report from the Estates Manager, resolving to recommend to Council that the existing waste collector (Biffa) be retained on the grounds of best affordability.

Council resolved to accept the recommendation of the report and retain the services of the existing waste contractor.

186/24 Community Hub – Furniture Procurement Report – 05/C/24

Council is invited to consider the recommendation of the Community Hub Working Group in the appointment of the contractor for the supply and installation of furniture at the new Community Hub.

Council considered the report detailing three alternative supplier quotations, resolving to accept the recommendation of the Community Hub Working Group and appoint Supplier A (Meridian Interiors).

187/24 Easter Tea Party Volunteers

The following Members confirmed their availability to assist at the Easter Tea Party which takes place on Saturday 5 April, 2-4pm at the Springfield Centre:

Cllr Kent, Cllr Mangan, Cllr Dixon, Cllr McCafferty & Cllr Macharia.

188/24 Dates of Future Committee & Working Group Meetings

Community & Communications – 25 February at 6.30pm
Planning – 3 March 2025 at 6.30pm
Personnel – 4 March 2025 at 6.00pm – meeting to be confirmed
Finance, Administration & Policy – 4 March 2025 at 6.30pm
Estates – 11 March 2025 at 6.30pm

189/24 Date of Next Meeting

Tuesday 18 March 2025 at 7.30pm

At the conclusion of the meeting the Clerk confirmed the requirement to adopt a flexible approach to future Committee meetings, with non-urgent meetings potentially cancelled due to resources needing to be focused on the migration to, and establishment of the new Community Hub.