

# SHENLEY BROOK END & TATTENHOE PARISH COUNCIL



1 Wimborne Crescent  
Westcroft District Centre  
Milton Keynes  
MK4 4DB

Minutes of a meeting of the Parish Council held at the Parish Office  
1 Wimborne Crescent, Westcroft, on Monday 30<sup>th</sup> July 2018

No	ITEM	Action
1	<p><b>Present:</b></p> <p>Cllr. J Nicholas – Chairman Cllr. M Dynes Cllr. R Verman Cllr. M Geaney Cllr. K Geaney Cllr. D Morgan Cllr. M Verma Cllr. D Nicholas Cllr. S Raja Cllr. M Cato Cllr. C Williams</p> <p>Ward Cllr. A Reilly</p> <p>2 Members of the public</p> <p>Sharon Kerr – Minute Taker</p>	
2	<p><b>Apologies:</b></p> <p>Apologies were received from:-</p> <p>Cllr. M Chapman Cllr. C Osler Cllr. D Edmonds</p> <p>Ward Cllr. A Brown</p> <p>Members agreed unanimously to accept the apologies.</p>	

<p><b>3</b></p>	<p><b>Councillors Resignation</b></p> <p>Members were informed that Cllr. P Humphrey had resigned from the council as he is moving away from the area.</p> <p>Council thanked Paul for all his hard work whilst serving as a parish councillor.</p>	
<p><b>4.</b></p>	<p><b>Declaration of Personal and Prejudicial interest:</b></p> <p>Cllrs J Nicholas, Cllr. D Nicholas &amp; Cllr. M Verma declared an interest in agenda item 12, planning application 18/01692/FUL</p> <p>It was agreed that even though these councillors reside in the same street as the application it should not prevent them from commenting on this item.</p>	
<p><b>5</b></p>	<p><b>Public Time:</b></p> <p>2 members of the public attended to enquire if there was any update on the repairs needed for the ascot railing on Bakerstone Close, Emerson Valley, as they are very concerned that the space is left open with the current issues with travellers in the area.</p> <p>Cllr. M Geaney informed the residents that she had reported the issues to MKC and would be attending a delegated decision meeting regarding the traveller issue on the 31<sup>st</sup> July.</p> <p>Ward Cllr. Reilly reported that MKC had made a commitment to put up barriers in vulnerable areas and Cllr. M Geaney is to enquire if funding will be available for the replacement railing.</p>	
<p><b>6</b></p>	<p><b>Minutes of the meeting on Monday 21<sup>st</sup> May 2018:</b></p> <p>The minutes and the confidential minutes of the Parish Council meeting held on the 25<sup>th</sup> June having already been circulated, were approved as a correct record and signed by the chairman.</p> <p><b>Matters Arising:</b></p> <p>There were no matters arising.</p>	

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**Reports:**

**Chairman:**

The Chairman's report was circulated prior to the meeting.

Items not on this agenda

The chairman reported MKALC are arranging a meeting with Tracy Darke to discuss the many questions they have regarding s106 obligations.

Infrastructure Fund proposals from MKC - following on from the comments submitted following last parish council meeting the replies received from MKC were not acceptable. MKALC have now taken up the matter. The objections raised by MKALC were too late to make changes to the document before going to the delegated decision meeting, but the original document is to be signed off on the 31<sup>st</sup> July with an email promise from Martin Gowans MKC that amendments will be made to items under query once agreed with Parishes Advisory Group and Parishes Forum.

Cllr. Williams suggested that parish councillors could "call in" the delegated decision as a full consultation had not taken place and MKC would then have to hold a consultation with all parish councils.

Cllr. Williams is to explore what actions could be taken and report back to chairman who is going to discuss with fellow MKALC and Parishes Advisory Group members before any decision on "call in" is made

**Ward Councillors:**

Ward Cllr. A Reilly reported the following:

- Had attended a meeting to discuss the Manifold lane development and that they had been reassured over the earlier concerns regarding potential traffic and parking issues

Ward Cllr. M Geaney reported the following:

- Residents on Furzton have reported vehicles parked on the street, Cllr. M Geaney has checked the legal status and reported to MKC
- Reports of Rat infestation on Furzton, advised to contact pest control.

**Reports:**

**Planning, Community & Environment Committee:**

Minutes of the meeting held on the 9<sup>th</sup> July 2018, had previously been circulated to all Members.

The Chairman asked if there were any questions, there were none.

**Policy & Finance Committee:**

Minutes of the meeting held on the 16<sup>th</sup> July 2018, had previously been circulated to all Members.

The Chairman asked if there were any questions, there were none.

<p><b>8</b></p>	<p><b>Meeting Updates:</b></p> <p><b>Shenley Lodge &amp; Furzton Neighbourhood Action Group:</b></p> <p>A meeting was held, but the chair was present to report</p> <p><b>Parishes Forum:</b></p> <p>No further meeting held Infrastructure Fund is covered under item 12 on this agenda.</p> <p><b>BPHA</b></p> <p>Following a meeting attended by the Chair, Vice Chair and Parish Manager to discuss the new development on Shenley Brook End, a Public Consultation is to be held. Once a date has been agreed members will be informed.</p>	
<p><b>9.</b></p>	<p><b>Council Policies</b></p> <p>Members agreed unanimously to ratify the following policies for a further 12 months as approved by the Policy &amp; Finance committee.</p> <ul style="list-style-type: none"> <li>Code of Conduct</li> <li>Standing Orders</li> <li>Casual Vacancy &amp; Co-Option of Councillors</li> <li>Emergency Plan</li> <li>Purchase Order Procedure</li> <li>Terms of Reference Planning, Community &amp; Environment</li> <li>Van Driver's form</li> <li>Van Driver's form Annual</li> <li>Vehicle Use Procedure</li> <li>Employee Handbook</li> <li>Employee Handbook Resume</li> <li>Privacy Policy</li> <li>Data Protection and Use of Personal Data</li> </ul> <p>Members agreed to ratify the following policy by a majority vote, with one against</p> <ul style="list-style-type: none"> <li>IT Policy &amp; Procedure</li> </ul>	
<p><b>10.</b></p>	<p><b>Finance</b></p> <p>Payments to be authorised including retrospectives were approved.</p>	

<p><b>11</b></p>	<p><b>Garthwaite Crescent Pavilion</b></p> <p>Members were informed that pre contract meeting had been held and that Borrás had provisionally booked the 3<sup>rd</sup> September as the start date for the project, this date may be moved forward depending on staff holiday dates. Contracts are to be signed week commencing 6<sup>th</sup> August and the build is to take 39 weeks with a completion date set for May 2019</p>	
<p><b>12</b></p>	<p><b>The chairman explained to members that planning items were no longer to be discussed in camera as Planning issues were of interest to the public and as they were not harmful to members of the public, could not be excluded.</b></p> <p>Members were asked to review and comment on the following two planning applications.</p> <p>18/01677/FUL – 16 Hollister Chase, Shenley Lodge MK5 7DH</p> <p>18/01692/FUL – 22 Blyth Court, Tattenhoe MK4 3EE</p> <p>It was agreed unanimously that no comments were to be made.</p>	
<p><b>13</b></p>	<p><b>To note future Meeting dates:</b></p> <p><b>Planning, Community &amp; Environment</b> – Monday 13<sup>th</sup> August 2018</p> <p><b>Policy &amp; finance</b> – Monday 15<sup>th</sup> October 2018</p> <p><b>Parish Council</b> – Monday 20<sup>th</sup> August 2018</p> <p>Apologies were received from Cllr. Morgan and Cllr. Dynes for the P,C &amp; E Meeting to be held 13<sup>th</sup> August</p> <p>Apologies were received from Cllr. Raja for the Parish Council Meeting to be held 20<sup>th</sup> August</p>	

The meeting concluded at 20:20 pm

Signed.....Chairman

June 2018 - Payments

B & Q	Materials for repairs	5.87
Bills Coaches	Over 50's Southend trip transport	495.00
Brinnicks	New lock - Workshop	117.50
BT	Office phone & Broadband costs	218.36
Cloud Above	Web hosting monthly costs	5.39
Costco	Office refreshments	45.05
Crispin Rhodes	HR Consultancy Monthly Costs	102.00
CSKCC	Hall hire costs - June	96.00
D & I Windows	Window cleaning costs	117.60
e.on	Electricity costs	326.95
EE	Mobile Phone Costs - June 18	185.39
ESPO	Stationery	79.09
First Avenue Supplies	Staff PPE	43.20
Fuel Genie	Van Fuel Costs	291.71
GE Capital	Phone lease costs	434.52
Hinton Cook	Architect fees	1668.32
Mirus	Copier rental costs	147.72
MKALC	Annual subs	135.00
MKC	Business Rates	850.00
Motts Coaches	Over 50's Southend trip transport	725.00
Move it or lose it	May Gentle keep fit	120.00
Oaktree Centre	Hall hire costs - June	160.00
Payroll	Monthly Payroll	23452.25
Rosca	Office cleaning	798.72
RTM	Weed Spraying costs (SBE)	4302.00
RTM	Landscape contract costs	972.00
Screwfix	PPE	69.13
Serco	Landscape costs	3000.00
Sure 2 Door	Newsletter printing and delivery	2288.50
Tecserv	Maintenance contracts Alarms	1257.84
Wave	Water rates - Allotments	137.45
WVEP	Grant	200.00
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