

# SHENLEY BROOK END & TATTENHOE PARISH COUNCIL

6 Wimborne Crescent  
Westcroft District Centre  
Milton Keynes  
MK4 4DE



Minutes of a meeting of the Parish Council held at the Parish Office  
6 Wimborne Crescent, Westcroft, on Monday 25<sup>th</sup> April 2016

No	ITEM	Action
1	<p><b>Present:</b></p> <p>Cllr. J Nicholas – Chairman Cllr. M Cato – Vice Chairman Cllr. D Nicholas Cllr. C Sanders Cllr. K Geaney Cllr. M Verma Cllr. S Raja Cllr. D Livingstone Cllr. C Osler Cllr. D Edmonds Cllr. M Geaney</p> <p>3 Members of the public</p> <p>Sharon Kerr – Minute Taker</p>	
2	<p><b>Apologies:</b></p> <p>Cllr. M Chapman Cllr. C Williams Cllr. Verman</p> <p>Council agreed unanimously to accept the apologies.</p>	

3	<p><b>Declaration of Personal and Prejudicial interest:</b></p> <p>All present councillors acknowledge that they may have an interest in all policies discussed, but none felt it should prevent them from voting.</p>	
4	<p><b>Public Time:</b></p> <p>Nothing to report.</p>	
5	<p><b>Minutes of the meeting on Tuesday 29<sup>th</sup> March 2016:</b></p> <p>The minutes of the meeting held on the 29<sup>th</sup> March, 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 none.</p>	

**Reports:****Police:**

PC Jones had previously circulated a report to Council but was unable to attend the meeting.

**Chairman:**

The Chairman circulated a report concerning the proposals for agenda Item 11 to all members prior to the meeting.

**Ward Councillors:**

Ward Cllr. M Geaney reported that all was quite due to up-coming elections.

Ward issues were complaints concerning parking and pot-holes.

Cllr. Geaney also reported that the next Shenley Lodge NAG was to be held on May 11<sup>th</sup> not May 4<sup>th</sup> as stated in the police report.

Cllr M Geaney was asked if she had been informed of when repairs were to be made to damage on the Dulverton Drive roundabout, she had not, but would make further enquiries.

**Planning & Environment Committee:**

Minutes of the meeting held on the 4<sup>th</sup> April 2016 had previously been circulated to all Members.

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

**Community Committee:**

Minutes of the meeting held on the 11<sup>th</sup> April 2016 had previously been circulated to all Members.

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

The Chairman asked the council to ratify a grant for the total amount of £4,400 to be paid to the Citizen Advice Bureau- Milton Keynes as recommended by the Community Committee.

The council agreed unanimously to this request.

Cllr. J Nicholas also informed the council that a charity textile bin had placed in Furzton on a 3 month trial so litter surrounding the bin could be monitored.

**Policy & Finance Committee:**

Minutes of the meeting held on the 18<sup>th</sup> April 2016 had previously been circulated to all Members.

Cllr. J Nicholas informed council that the prepared Emergency plan had been sent to MKC for approval.

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

7	<p><b>Meeting Updates:</b></p> <p><b>The Parks Trust:</b></p> <p>Cllr. J Nicholas had sent a report along with her Chairman’s report, detailing the celebrations to mark the queens 90<sup>th</sup> birthday.</p> <p><b>Shenley Lodge &amp; Furzton Neighbourhood Action Group:</b></p> <p>Cllr. K Geaney reported that 2 items had been discussed at the last meeting. Concerns for a rise of day time break-in’s in the area and the forthcoming event to be held at the Bowl.</p> <p>Cllr. J Nicholas informed council that a meeting is to be held between local councillors and the organisers, but the organisers have also expressed a wish to hold a public meeting and were looking for a suitable venue for the meeting to be held.</p> <p><b>Valley Steering Committee:</b></p> <p>No further meetings.</p> <p><b>STARS:</b></p> <p>No further meetings.</p> <p><b>Parishes Forum:</b></p> <p>No further meetings.</p> <p><b>WEASG:</b></p> <p>There had been no further meetings, the next meeting is in May.</p> <p><b>SWMK:</b></p> <p>There had been no further meetings, the next meeting is in May.</p>	
8	<p><b>Finance:</b></p> <p>Payments to be authorised including retrospectives were approved.</p>	

9	<p>The council agreed unanimously to adopt the following policies for a 12 month period as recommended by the Policy &amp; Finance Committee.</p> <ul style="list-style-type: none"> <li>• Complaints Procedure</li> <li>• Staff Handbook &amp; Resume</li> <li>• Financial Regulations</li> <li>• Standing Orders</li> <li>• Code of Conduct</li> <li>• Employer Discretionary Policy LGPS</li> <li>• Terms &amp; Conditions of Employment</li> <li>• Health &amp; Safety Policy</li> <li>• Code of Corporate Governance.</li> <li>• Data protection Policy</li> <li>• Retention of Documents.</li>   <li>• DVD Computer Games</li> <li>• Equal opportunities</li> <li>• Sports Youth work</li> <li>• Volunteer</li> </ul>	
10	<p><b>Precept</b></p> <p>The council agreed unanimously to qualify the precept for 2016-17.</p> <p>The band 'D' precept was increased by £2 to £55.61  The total precept for the financial year 2016-17 is £ 470,161  With an added LCTS grant of £ 15,254</p>	
11	<p><b>Garthwaite Crescent open Land.</b></p> <p>The council discussed the proposal to investigate the possibility of building a sports pavilion and having the land marked up for multiple sporting activities to be rented out to local teams in the area.</p> <p>Cllr. Nicholas asked council to approve the release of £5000 for a Topographical and Land Planning survey to be carried out, from the ear-marked funds to determine if the site was economically viable for this project.</p> <p>The council agreed unanimously to this proposal.</p>	

<p><b>12</b></p>	<p><b>Futures Workshop:</b></p> <p>The council were informed that a questionnaire was been prepared to be included in the summer edition of the newsletter. It was agreed that the final draft would be presented to the community committee for approval at the meeting to be held May 9<sup>th</sup>.</p>	
<p><b>13</b></p>	<p><b>Emerson Valley Community Centre</b></p> <p>The council were informed that the accounts for 2015-16 had now been completed and a surplus was put in to reserve funds. The hall is now almost fully booked, and the committee are looking for an organisation to rent the hall during the summer holiday period.</p> <p>The council thanked the committee for all their hard work.</p>	
<p><b>14</b></p>	<p><b>New Parish Office</b></p> <p>Cllr. J Nicholas informed members that building works were progressing and the roof had now been added as had the windows and the carpenters were now working inside the building. The new telephone system had also now been ordered.</p> <p>The moving date is now looking to be mid-July due to set backs with the weather.</p>	
<p><b>15</b></p>	<p><b>New Van Purchase</b></p> <p>The council were asked to consider a proposal of purchasing a third vehicle to be used by the Allotment/Landscape officer now that they are working longer hours and covering some of the warden role. A report showing three quotations for a small Corsa van was presented to all members.</p> <p>The council agreed unanimously to purchase the vehicle from a local supplier and to the request of the amount of £2733.28 to be transferred from General reserves to cover the deficit of funds which have not been included in the 2016-17 budget.</p> <p><i>LGA 1972 s111</i></p>	

16	<p><b>Nominations for Chairman &amp; Vice chairman for Council</b></p> <p>Cllr. Nicholas informed members that nomination forms were available to be collected and must be handed to S Kerr by noon on Friday 27<sup>th</sup> May so the necessary forms could be prepared in time for the meeting on the 31<sup>st</sup>.</p>	
17	<p><b>MK50: Celebrating the 50<sup>th</sup> Anniversary of Milton Keynes in 2017</b></p> <p>Nothing to report.</p>	
18	<p><b>Future Meeting dates:</b></p> <p><b>Planning &amp; Environment Committee – Tuesday 3<sup>rd</sup> May 2016</b></p> <p><b>Community Committee – Monday 9<sup>th</sup> May 2016</b></p> <p><b>Policy &amp; Finance Committee – Monday 18<sup>th</sup> July 2016</b></p> <p><b>Parish Council – Tuesday 31<sup>st</sup> May 2016</b></p>	
19	<p><b>Date of next meeting:</b></p> <p><b>Tuesday 31<sup>st</sup> May 2016</b></p>	

The meeting concluded at 8:15 pm

Signed.....Chairman

Payment summary March 2016

T Bilkhu	Grant	250.00
Furzton Scout Group	Grant	900.00
Giles Brook Primary	Grant	1600.00
Crispin Rhodes	HR Consultancy costs	102.00
Fuel Genie	Van fuel Costs	45.61
Cloud Above	Website	5.39
Payroll	Payroll Costs	21886.66
CNG	Gas -	133.34
E.ON	Electric -	717.00
EE	Mobile phone contract	145.50
Borras	New Building costs	66574.56
Diamond Club	Trip Costs (Diamond Club)	590.50
Interflora	Flowers - CMcM	38.98
DBS	Admin costs	86.00
Wickes/Plumb nation	Building Materials	666.36
Adobe	Annual subscription renewal	19.33
2 R Systems	Copier costs Feb 16	61.64
Ace	Alarm monitoring May 2016	16.27
AH Contracts	Bin service Feb 16	2031.28
Anglian Water	Garthwaite allotments rates Sept - Mar 16	41.33
Anglian Water	Stoneleigh Allotments rates Dec - Mar	5.63
Anglian Water	Office rates Dec - Mar 16	308.44
B & Q	Safety Gloves - Wardens	14.14
BT	Lift phone line Dec - May	409.52
Carrington	Call out costs	180.00
City Print	Newsletter print costs	2529.00
Crispin Rhodes	HR consultant costs -	357.00
Prokleen	Office cleaning Feb 16	257.40
RBS	Support contract 2016-17	570.00
		100542.88