

# **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 22<sup>nd</sup> March 2010.**

**Present:** Cllr. D. Livingstone – Chairman  
Cllr. Ms C. DeMyers-Robinson  
Cllr. D. Edmonds  
Cllr. Mrs N. Leonards  
Cllr. Mrs J. Nicholas  
Cllr. C. Osler  
Cllr. G. Small  
Cllr. K. Thomas  
Cllr. Mrs M. Walton  
Cllr. N. Warden  
Cllr. C. Williams

**Also present:** Anne Wilson – Locum Clerk  
Carole McMillan – Deputy Parish Clerk  
Councillor Jenni Ferans  
13 residents

### **1. Apologies**

**RESOLVED** to receive apologies from Councillor Laurie Wylie and members noted that Councillor Osler was going to arrive late.

### **2. Declarations of interest**

**RESOLVED** to note that there were no declarations of any personal or prejudicial interest declared.

### **3. Public time.**

The Parish Council was handed a petition by Mr Palmer and Mr Partner, the two tenants that had been evicted from the Windmill Hill Allotments for the keeping of cockerels, despite several warnings. They asked for an extension from the 6<sup>th</sup> April 2010 termination date to enable them to take the matter further as they considered that the Parish Council had not acted in a fair or legal manner and that the punishment was too harsh for the keeping of cockerels.

Councillor David Livingstone pointed out that at the end of October 2009, tenants were made aware that cockerels should not be kept on allotment sites as it is illegal. This was followed by a letter to all Windmill Hill Allotment tenants at the beginning of November 2009 stating that all tenants who kept cockerels had until 31<sup>st</sup> December 2009 to remove them. The Parish Council did not send out eviction notices to Mr Palmer and Mr Partner until the beginning of February 2010.

The Clerk would contact BALC to confirm that the Parish Council had acted in a legal manner and the Council stated to the tenants that the eviction date of 6<sup>th</sup> April would stand if the Council confirmed it had acted legally.

### **4. Minutes**

**RESOLVED** to agree the Minutes of the meeting and to receive reports on any matters

arising, which are not included elsewhere on this agenda held on Monday 1st March 2010. Councillor Williams pointed out that in minute no. 9 Allotments the final sentence of the second paragraph should read "Cllr. Williams said that Milton Keynes Partnership was now in the ownership of HCA".

## 5. Reports

**RESOLVED** that Members received reports from:

- *The Clerk*

Nuswift – The Clerk updated members on the situation with regard to Nuswift and two strange invoices she had received from them. She stated that she had gone out to tender for a fire risk assessment to be carried out in the building together with quotes for the provision of fire alarm servicing, smoke detector servicing, fire door maintenance and the provision of fire extinguishers.

SLCC Presentation Skills Course – **RESOLVED** that Mark Webber, Parish Warden attend the Presentation Skill Course in Abingdon on the 20<sup>th</sup> May 2010 at a cost of £120.

- *Police*

There were no Police present at the meeting. Councillor Livingstone informed Members that he had e mailed Inspector Richard Thomas about the lack of attendance at meetings and was hoping to meet with him soon. Councillor Edmonds said that at the Parish Liaison meeting comment had been made about the valuable input the Police can give.

- *Ward Councillors*

*Councillor Gerald Small*

Councillor Small updated Members about the "Springclean" initiative and how successful it had been. This had included rubbish and graffiti removal in the parish.

*Councillor Chris Williams*

Councillor Chris Williams was continuing this theme the weekend after the meeting and there were three crews working. It had been hoped that SBEPC staff may be able to help but Cllr. Ferrans said that she understood they were not available due to the short notice. Letters had been put through doors in parts of Shenley Lodge and Furzton.

Councillor Keith Thomas informed Cllr. Thomas informed Cllr. Williams that there was a large pot hole off Kingsmead roundabout on the H6.

- *Planning & Environment Committee*

Councillor Thomas said he had nothing too much report as the Planning and Environment Committee. MKC were finally attempting to sort out the parking problems in the parish in the future and the aborted plans for Kingsmead South and retrospective permissions on the western expansion area.

Councillor Thomas said that the western expansion area could be an item on the next Planning and Environment Committee agenda. Councillor Williams or Councillor Ferrans will write a report.

- *Community Committee*

Councillor Williams reported that the Council had given out two grants to local organisations at their last meeting and that the Parish Council was going to make a video, possibly one of a series of videos, about life around the parish.

Councillor Thomas and Councillor Livingstone had visited the willow tunnel making event at Priory Rise and were very impressed with the project.

The Locum Clerk confirmed to Councillor Small that the £750 from MKC towards the Kilkenny House project had been received.

- Newsletter  
Councillors Edmunds, Councillor Walton and Councillor Warden had not received a copy of the Community News delivered to their house. Members agreed that Keith should be congratulated on a really good magazine.

## **6. Finance**

**RESOLVED** that Members noted and confirmed the report outlining the expenditure for the year to date against budget and considered the monthly report and approve payments. Carole was thanked for her work.

## **7. To discuss the format of all Committee and Parish Council meetings**

Councillor Charlie Osler has asked for Members to discuss time agenda items (at the discretion of the chair), aim for meeting to last only 1½ - 2 hours, minimise agenda and reviewing meetings and have output actions.

Councillor Livingstone said that he had always endeavoured to finish meetings before 9 a.m. but he did not wish to stifle debate and it was important that the public had plenty of time to speak.

Councillor Osler expressed concern about the length of the previous Council meeting although he did accept that the public had a lot to say. It was the role of a good committee chair to chair a meeting although he did suggest that the agenda was timed and controlled by a Chair. He said that in a long meeting you lost concentration. Councillor Livingstone said that in effect a timed agenda was a guillotine on debate. Councillor Williams agreed and said that the length of an agenda item should depend on the issues raised. Councillor Livingstone said it was up to the Clerk and the Chairman of the Council or Committee to decide what goes on an agenda. The Locum Clerk said that she is used to doing a weekly newsletter to Councillors with news on and the less important items that are just for information on rather than putting these type of items on an agenda.

Councillor Walton suggested that if a meeting went on longer than 9 p.m. then perhaps a 10 minute comfort break could be incorporated. Councillor Mrs Nicholas suggested that all items to note could just be under one agenda heading.

**RESOLVED** that a 10 minute break be incorporated into the agenda if a meeting was to go past 9 p.m. and that the Clerk and Committee Chair carefully look at each agenda item.

## **8. Committee Membership**

**RESOLVED** that:

- Councillor Gerald Small leave the Community Committee and be elected to the Planning and Environment Committee
- Councillor Neil Warden be elected to the Community Committee

## **9. New Council Office**

Councillor David Livingstone gave a verbal update on the current situation with regard to new Council offices and community building. He was still looking at options for funding and would report back to a future meeting.

## **10. Allotments**

**RESOLVED** that Members noted the report from Carole McMillan with regard to the allotments and thanked her for her work on the allotments.

#### **11. Parish Charter and Parishes Assembly**

**RESOLVED** that Members considered the draft protocol previously circulated by e mail and Unanimously agreed that they had no additions to make to the draft circulated. Members noted that a considerable amount of work had gone into the document to get it to this stage.

#### **12. Costs of adverts in the Community News**

**RESOLVED** that Members noted the comparative costs and deferred this item until the next meeting of the Parish Council. Councillor Thomas would look at cost options for credit card size adverts and possible reduced costs on existing sizes. It was agreed that the Council did not see the adverts as a funding stream to subsidise the Community News but as a service to the community. Councillor Livingstone suggested that a rate card be published in the next edition of Community News.

#### **13. Footway and Verge Parking Traffic Order 2010**

**RESOLVED** to note that the Locum Clerk had written to Milton Keynes Council asking them to add Amberley Walk and Picton Street to the Order.

**RESOLVED** that following a request for Garthwaite Crescent the Clerk would contact Paul Harrison at MKC but noted that the lists circulated of the newly assessed roads were the same as originally posted.

Members noted that Paul Harrison, Scheme Development Officer for Traffic Management has written to all MK Parish and Town Councils saying that he had received many comments about the draft delegated decision report and once the report had been signed off he would be asking the Councils Legal Department to make the relevant Traffic Order. However he would be dealing with the road assessments as a separate issue and would be forwarding details of these to the Parish Councils and NAGS. Paul would be happy to discuss the results and where requested would carry out additional assessments.

#### **14. Milton Keynes Core Strategy – Pre-Submission Publication**

**RESOLVED** that Members noted that the closing date for comments is the 31<sup>st</sup> March 2010 and this document can be viewed at: [www.milton-keynes.gov.uk/core-strategy-publication](http://www.milton-keynes.gov.uk/core-strategy-publication)

#### **15. Election for an Urban Parish Representative on Regeneration Sponsor Group**

**RESOLVED** that Members nominated Councillor Kevin Wilson to fill the Urban Parish Representative vacancy.

#### **16. Community Policing Awards 2010**

**RESOLVED** that the Parish Council would not be making a nomination to the Thames Valley Police are launching their Community Policing Awards

#### **17. Society of Local Council Clerks Training Event**

**RESOLVED** that Members noted the report from the Locum Clerk about the Bedfordshire, Buckinghamshire and Hertfordshire Training Day held on the 3<sup>rd</sup> March 2010.

#### **18. Correspondence**

**RESOLVED** that members noted that the correspondence list had been previously circulated.

**19. Locum Clerk**

Following lengthy discussion it was **RESOLVED** that Tom Fraser be offered a Locum Clerk role for a period of ten weeks with immediate effect.

At the end of that period the Parish Council would look to advertise and recruit a full-time Parish Clerk.

**20. To agree and note events/meeting dates:**

**RESOLVED** to note that the next meetings would be held on:

Planning & Environment Committee	12 <sup>th</sup> April 2010
Community Committee	19 <sup>th</sup> April 2010
Parish Council	26 <sup>th</sup> April 2010

Signed ..... Date .....

**Chairman**

**COUNCIL IN PRIVATE SESSION**

**PARISH COUNCIL MEETING**

**MONDAY 22<sup>ND</sup> MARCH 2010**

**22. Confidential Minutes**

**RESOLVED** to agree the Confidential Minutes of the meeting held on Monday 1<sup>st</sup> March 2010 and to receive reports on any matters arising.

**23. Appeals Panel**

**RESOLVED** that Members noted that the Appeals Panel should be made up of representatives of the Policy and Finance Committee.

**FURTHER RESOLVED** that the Appeals panel would be Councillor Keith Thomas and Councillor Gerald Small. Members noted that there was no specific time frame for the hearing but it should be done in a timely manner.