

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 29th April 2013.

1. Present:

Cllr. J Nicholas – Acting Chair
Cllr. D Livingstone
Cllr. M Cato
Cllr. D. Edmonds
Cllr. M Geaney
Cllr. K Geaney
Cllr. C Osler
Cllr. D Sanders
Cllr. K Thomas
Cllr. R Verman
Cllr. N Vidamour
Cllr. S Moore
Cllr. M Chapman (Late arrival by agreement)

Mrs C McMillan – Clerk to Council
Ward Cllr Stuart Burke
Mrs Pat Morris – Thomas Stafford Trust

2. Apologies:

Apologies were received from:

Cllr. C Williams
Cllr. M Mitchell-Doyle
Ward Cllr Edith Bald

3. Declarations of interest

Cllr M Cato declared an interest in Milton Keynes Rugby Club.

4. Public Time

There were no issues raised.

5. Minutes of the meeting on Monday 25th March 2013

The minutes of the meeting held on Monday 25th March having already been circulated, were approved and signed by the Chairman after a minor alteration to take out Parish Forum on Page 7.

Matters arising:

There were no matters arising.

6. Reports

Police:

There was no representation from TVP but the police report was tabled updating on crimes reported in the parish. TVP have been working to reduce car crime, mainly due to insecure cars and were pleased to report that four people were caught thieving from cars.

Members were informed that Sgt Keith Lavery has now moved to CMK Station and that PC Kate Storey will cover as Acting Sergeant.

Clerk:

The Clerks' report was noted and the items will be dealt with in the order of agenda items.

Ward Councillors:

Members received a written report from Ward Cllr Edith Bald which included an update on:

- The Electricity Sub Station Planning application was approved. Residents locally were very disappointed with this outcome.
- Cllr Bald has contacted Morrisons' Head Office over litter problems and will update the Parish Council once she receives a response. Cllr Gerald Small has arranged a litter pick for 4th May at Westcroft.

Cllr D Edmonds confirmed he had also spoken to Morrisons' who have agreed to empty additional bins if the Neighbourhood Action Group arrange to put them in.

Ward Cllr Stuart Burke

- Updated members that the issues with the stream at Cropton Rise will be dealt with by MKC Flood Management to ensure it flows and does not get clogged up. All agreed this is a good result as this had been an ongoing issue.
- Thanked the Parish Council for the grit bin at Salton Link, Emerson Valley and reported that residents were happy with the location.
- Informed members that he has been dealing with the issues of lorries parking in the car park at Wenning Lane. Cllr C Osler offered assistance if there are further problems.

Planning & Environment Committee

Cllr K Thomas:

- Cllr Thomas informed members that he recently attended a Neighbourhood Planning training event and that he felt the information on Parish Plans was superb. The Planning Officer, Diane Webber has offered to attend a meeting to assist the parish council when we are in a position to look at creating a parish plan.
- Informed members that there had been no further requests for dog or litter bins.

Community Committee

Cllr M Geaney:

Informed members that there had been three grant applications at the last meeting:

- **Furzton Mums & Tots**
Members had agreed to defer considering the application as there was no representative present at the meeting.
- **The Watling Valley Ecumenical Partnership**
The WVEP run a holiday club in August for children of primary school age providing social activities including art, crafts, drama, games and story-telling. The committee awarded a grant of £150.
- **Milton Keynes Basketball Association**
Members were informed that funding was required to help fund a Sports Extravaganza in July which includes a basketball, football & netball tournament in addition to many other activities. The committee awarded a grant of £630.
- The committee had agreed on three play areas which needed refurbishment which could be considered under the Parish Partnership Scheme but that MKC had also sent out application forms for Play Area Improvements therefore these play areas could be considered under this scheme. The Clerk confirmed she is meeting Phillip Snell, the Project Manager to take this project forward.
- Cllr M Geaney updated members that she has requested all members to bring a suggestion to the next meeting regarding community events which could be held in addition to tidy-up events.

Cllr D Sanders asked if MK Basketball Association had agreed to the Parish Council sponsoring a trophy, the Clerk stated they were considering this and they also suggested that the Chairman may be able to present a trophy at the event.

Policy and Finance Committee:

Cllr J Nicholas:

- Informed members that the Committee had approved the Equality & Diversity Policy, with one or two minor amendments, which had been written in preparation of the Community Asset Transfer Scheme. It was proposed, seconded and unanimously to adopt the Policy.

Cllr J Nicholas stated that other subjects discussed at the meeting are also agenda items to be discussed this evening.

The Parks Trust:

Cllr J Nicholas:

- Updated members that the Parks Trust are working on three Biodiversity and Ecosystem Service Sustainability (BESS) studies with Sheffield University. Two of these are within the parish. The plots will each receive a different management treatment and the experiment is set to run over three years and the plots will look very different to the surrounding grassy areas, with much longer grass at times. The purpose of this experiment is to see which of these treatments supports this highest biomass, so the team from Sheffield will be monitoring them regularly for earthworms, insects, phosphate concentration and other indicators.

Shenley Lodge & Furzton Neighbourhood Action Group

Cllr M Geaney:

- Informed members that residents attending the meetings are on the increase.
- Updated members that the MKC wardens will continue in post for the next financial year.
- It has been agreed that there is a budget of £200 for the wardens to purchase high vis jackets for the Junior Neighbourhood Action Group.
- The group is still looking for a member to take the minutes of the meetings and that Cllr Kevin Geaney is still taking them until a volunteer is found.

Cllr K Thomas asked Cllr M Geaney to send an update of details of NAG contacts for the website.

Howe Park Neighbourhood Action Group

Cllr J Nicholas:

- Updated members that Eric Cooper, Chairman of Howe Park Neighbourhood Action Group met with Robbie Caddock at MK Council to discuss the possibility of creating a neighbourhood park in Shenley Brook End for older children as the area clearly lacks any facilities. The Clerk also attended this meeting and informed members that it had been suggested Eric Cooper writes to Auzra Flynn.
- The visit to the House of Commons, funded solely by the members, was a successful day and a tour was given by MP Iain Stewart and that a good time was had by all.
- Updated members that a tidy-up event around Westcroft has been arranged mainly by Cllr Gerald Small for Saturday 4th May with McDonalds offering to help with the event.
- Confirmed that the Wild Flower Seeds planting at Edison Square had been successful with MKC officers, Ward Councillor, Parish Councillors, Wardens and children from Caroline Haslett school all in attendance participating. A photograph of this was in the MK Citizen.

- Cllr D Edmonds reminded members that the Chairman of the Rugby Club is holding a meeting at the clubhouse on Tuesday 30th April at 8pm for interested parties to discuss the fourth floodlight stanchion on the field.

The Valley Steering Group:

Cllr M Chapman:

- There had been no further meetings but Cllr Chapman confirmed one will be arranged shortly.

The Local Council Support Associates:

Cllrs M & K Geaney:

- This had been the last LCSA meeting of the year, discussions were related to allotment costs in particular the shortfalls. The meeting showed that all Councils are in a similar position.

STARS:

Cllr N Vidamour:

- There had been no further meetings.

7. Finance

Payments to be authorised including retrospectives were approved.

The Cash-flow for 2013/14 was tabled and it was proposed, seconded and unanimously agreed to approve the Cash-flow for 2013/14.

The Chairman asked members for permission to bring agenda item 14 forward as a representative from Thomas Stafford Trust was present. All members agreed to bring this agenda item forward.

14. Thomas Stafford Trust

Cllr D Edmonds informed members that he has been the parish council representative for the Thomas Stafford Trust for many years and explained that the Trust have an invested pot of money which can be dispensed to people within the Shenley Brook End and Tattenhoe and Shenley Church End Parishes. The members discussed whether the parish council could take over responsibility of the administration and members agreed in principal to look into this further. The Chairman asked Mrs Pat Morris to liaise with the Clerk once she had sought clarification from the Charities Commission and Shenley Church End Parish Council as to whether this would be possible.

8. Parish Council Telephone System

Members discussed the options available with regard to a recording service for the telephone system and agreed unanimously that the BT VR Lite system was fit for purpose and instructed the Clerk to action this.

9. Local Council Support Associates (LCSA)

Cllrs M Cato and D Sanders nominated themselves to attend the meetings to be held by the LCSA for the next year and Cllr S Moore agreed to be first reserve to attend if either member was not available for a meeting.

10. Community Asset Transfer

Members discussed the latest updates from the Chairman and the Clerk regarding both assets the Parish Council have completed Stage 1 applications for.

The Clerk confirmed she had requested details of user groups for both assets and that neither Committee have supplied this information to date.

Members discussed the financial reports obtained for the assets and thanked Cllr M Geaney for providing these.

With regard to allowing a two month extension on the deadline for Shenley Lodge Meeting Place, it was proposed, seconded and unanimously agreed that it is not within the powers of the parish council to make such a decision. Members felt that this scheme is MKC's process therefore the decision should be made by MKC and instructed the Clerk to write to MK Council with their comments.

The Clerk informed members that the Committee for Shenley Lodge had contacted her to inform the parish council that the Management Committee have a 25 year lease from 2009. Members agreed they would need to review this document and instructed the Clerk to write to MK Council to ask for a copy.

11. Insurance Renewal

It was agreed to renew the Public and Employers' Liability Insurance for a one year period with Zurich Insurance at a cost of £2,905.11.

12. Van Lease

It was agreed to renew the lease on the van for a further one year at the cost of £200 + VAT per month. It was also agreed to look at options of purchasing a second van nearer the end of the one year lease.

13. Premises Lease

The Clerk updated members that the Solicitors are waiting for clarification from the landlord with regard to adding the 6 month notice clause into the new document. Once they have received clarification, the new lease will be issued.

15. Business Plan

Members agreed unanimously to adopt the Business Plan with one minor alteration to be made. Members thanked the Clerk for producing this document.

16. Parish Partnership Funding

After receiving the Clerks' report with the updates, members noted that the three parks which needed improvement fit the criteria for MKC Play Area Improvement Scheme instead of Parish Partnership Funding.

It was agreed unanimously that the following three projects would be applied for under the Parish Partnership Scheme:

Astroturf Hire at Tattenhoe Pavilion & Shenley Brook End (approx - £5,500)

MK Play Association - Summer Play Scheme (approx £7,000)

Replacement gate for Barleycroft Allotments (costs to be confirmed).

- 17. Nomination for Chairman and Vice Chairman of Council**
Members were reminded that nominations for Chairman and Vice Chairman are to be given to the Clerk in preparation of the May meeting.

- 18. Future meeting dates:**

The following dates and times were noted:-

Planning & Environment Committee – Tuesday 7th May 2013

Community Committee – Monday 13th May 2013

Policy & Finance – Monday 22nd July 2013

Parish Council – Tuesday 28th May 2013

Annual Parish Meeting & Annual General Meeting – Tuesday 28th May 2013

- 19. Date of next meeting – Tuesday 28th May 2013**

Meeting closed: 21:10 hours

Signed.....Chairman