

# 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 Tuesday 30<sup>th</sup> August 2016

No	ITEM	Action
1	<p><b>Present:</b></p> <p>Cllr. J Nicholas – Chairman Cllr. C Williams Cllr. M Verma Cllr. D Nicholas Cllr. S Raja Cllr. C Osler Cllr. D Edmonds Cllr. M Chapman Cllr. M Cato Cllr. M Dynes Cllr. P Humphrey</p> <p>Ward Cllr. P Cannon Ward Cllr. E Bald Ward Cllr. G Morla</p> <p>Rebecca Zimmerman – Minute Taker</p>	
2	<p><b>Apologies:</b></p> <p>Apologies were received from:-</p> <p>Cllr. K Geaney – Vice Chairman Cllr. M Geaney Cllr. D Livingstone Cllr. R Verman</p> <p>Members 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>	

<b>4</b>	<b>Public Time:</b>  No members of the public were present.	
<b>5</b>	Minutes of the meeting on Monday 25 <sup>th</sup> July 2016:  The minutes of the meeting held on the 25 <sup>th</sup> July including the in Camera minutes having already been circulated, were approved as a correct record and signed by the chairman.  The Chairman amended the spelling of Cllr. P Humphrey on the In Camera minutes.  <b>Matters Arising:</b>  The Chairman welcomed Cllr. P Humphrey to his first meeting of Council.	

6	<p><b>Reports:</b></p> <p><b>Police:</b> No police report had been received this month.</p> <p>Cllr. Edmonds informed that the new Inspector had been making a lot of changes. The use of the Westcroft office will soon cease and they will now be based at Bletchley.</p> <p>Cllr. J Nicholas informed that she would be attending a meeting with Thames Valley Police shortly and would report back to Council.</p> <p><b>Chairman:</b></p> <p>The Chairman circulated a report to all members prior to the meeting. Members were asked if they had any queries. There were none.</p> <p>The Chairman requested that all Members check the website to see if their Register of Interests form is up to date.</p> <p>The Chairman also requested the Chairmen of each Committee to make an agenda item for their budget requirements on their next agenda.</p> <p><b>Ward Councillors:</b></p> <p><b>Ward Cllr. Williams</b> updated Members on 2 projects he has been dealing with recently:-</p> <ul style="list-style-type: none"> <li>• Last Saturday after a thunder storm, a bolt of lightning had hit a block of flats quite seriously and 7 residents had been made temporarily homeless until repairs were carried out. Ward Cllr. Williams along with Ward Cllr. Cannon and MKC, had managed to rehouse them in the short term.</li> <li>• In Redwood Gate, Shenley Lodge the road surface is very poor and Ward Cllrs. Williams, Cannon and Ganatra have been trying to get a new surface laid for the past 2 years. MKC have patched the road 3 times in the past 3 years which has proved to be very expensive. Duncan Starkey from MKC has agreed to meet with Ward Cllr. Williams to take a look at the condition of the road. Cllr. J Nicholas will also attend the meeting to see if the Parish Council are able to offer their support for this problem.</li> </ul> <p><b>Ward Cllr. Cannon</b> further informed Members that MKC have said that Redwood Gate is due for resurfacing this year but have so far given no date.</p> <p><b>Ward Cllr. Bald</b> informed Members of the current projects she is dealing with:-</p> <ul style="list-style-type: none"> <li>• Western Expansion Area, Kingsmead South and Tattenhoe Park development. Ward Cllr. Bald will send the Parish Council a copy of her letter of response to the consultation and asked for their support with the same.</li> <li>• Thames Valley Police have been dealing with many crimes in Tattenhoe recently, from armed robbery at the pavilion, to quad bike disturbance and car crime.</li> <li>• Volunteers have been requested to offer assistance in the library, to enable it to open for longer hours and at weekends.</li> <li>• There are still many issues with Hertsmere Leisure who run several pavilions within the Parish. This will be on the agenda at a cabinet meeting at MKC on the 6<sup>th</sup> September.</li> </ul>	
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	<p><b>Ward Cllr. Morla</b> informed Members she too has been dealing with the request for volunteers for the library. It will be trialled for a few hours on a Sunday to start with.</p> <p><b>Planning &amp; Environment Committee:</b></p> <p>Minutes of the meeting held on the 1<sup>st</sup> August 2016 had previously been circulated to all Members.</p> <p>The Chairman asked if there were any questions, there were none.</p> <p><b>Community Committee:</b></p> <p>Minutes of the meeting held on the 8<sup>th</sup> August 2016 had previously been circulated to all Members.</p> <p>The Chairman asked if there were any questions, there were none.</p> <p><b>Policy &amp; Finance Committee:</b></p> <p>There had been no further meetings.</p>	
7	<p><b>Meeting Updates:</b></p> <p><b>The Parks Trust:</b></p> <p>A report was circulated along with the Chairman’s report.</p> <p><b>Shenley Lodge &amp; Furzton Neighbourhood Action Group:</b></p> <p>There had been no meeting in August. The next meeting will be on Wednesday 7<sup>th</sup> September.</p> <p><b>Valley Steering Committee:</b></p> <p>There have been no further meetings. This will be an agenda item for September full Council meeting, to discuss and agree whether it is worthwhile continuing to have a Parish Council presence on this committee.</p> <p><b>STARS:</b></p> <p>There have been no further meetings. This will be an agenda item for September full Council meeting, to discuss and agree whether it is worthwhile continuing to have a Parish Council presence on this committee.</p> <p><b>Parishes Forum:</b></p> <p>The next meeting is to be held on September 22<sup>nd</sup>.</p> <p><b>WEASG:</b></p> <p>This was covered by the Chairman’s report.</p> <p><b>SWMK:</b></p> <p>The Chairman had previously circulated a letter of update.</p>	

8.	<p><b>Finance:</b></p> <p>Payments to be authorised including retrospectives were approved.</p>	
9	<p><b>Council Policies</b></p> <p>Members agreed unanimously to adopt the following policies recommended by the Committees.</p> <ul style="list-style-type: none"> <li>• Newsletter Policy</li> <li>• Website Policy</li> <li>• Grant Awarding Policy</li> </ul> <p>The Terms of Reference for both the Planning &amp; Environment Committee and the Community Committee were also unanimously adopted.</p>	
10	<p><b>Financial Regulations</b></p> <p>Changes were made to item 4.10 for payments in advance over £50 to no longer be permitted.</p> <p>Members agreed unanimously to accept this change.</p>	
11	<p><b>Emerson Valley Community Centre</b></p> <p>Cllr. D Nicholas, the Chairman of the Trust reported on the past 12 months. A meeting had been held on 25<sup>th</sup> August with the Trustees and the Chair and Vice Chair of the management committee.</p> <p>The new Air Conditioning unit and boiler and system upgrade had both taken place.</p> <p>A registration form for the user groups has been drawn up and will be introduced.</p> <p>An asset register has also been drawn up and In general, finances are looking good.</p> <p>Further meetings and an annual visit for Trustees to the centre are being organised.</p>	
12	<p><b>New Parish Office</b></p> <p>The Chairman informed Members they had received all updates regarding the building. The official opening and a Macmillan coffee morning had been organised. A commemorative plaque will be unveiled on the day and 2 honours boards will be placed in the Chambers showing previous Chairmen over the years.</p> <p>The Chairman informed Members that requests have been received from many residents since the move to our new offices, for pink sacks.</p> <p>Members agreed unanimously to reinstate the pink sack supply as soon as possible.</p>	JN

13	<p><b>Questionnaire responses for Newsletter inclusion</b> Responses to the questionnaire had been previously circulated to all Members.</p> <p>Members agreed unanimously that they were sound responses and should be used in the Autumn Newsletter.</p>	RZ
14	<p><b>MK50: Celebrating the 50<sup>th</sup> Anniversary of Milton Keynes in 2017</b></p> <p>2 suggestions were made by Cllr. Dynes:-</p> <ul style="list-style-type: none"> <li>• A timeline of events within the Parish, over the last 50 years.</li> <li>• To expand on MKC 60's themed event, maybe an open day. Old videos could be used from the Heritage Association.</li> </ul> <p>The Chairman will investigate these ideas and report back to Council.</p>	JN
15	<p><b>Staffing Issues</b></p> <p>The Chairman updated Members on the current situation with the Warden Team. One member of staff is still off on long term sick and the other warden has also been off and will continue to do so for a further few weeks. The workload for the Warden Team is increasing all the time.</p> <p>Council were asked to approve the recruitment of a further warden and to transfer £7,000 from Financial Reserves to cover this.</p> <p>The motion was carried with 9 votes for and 2 against.</p>	
16	<p><b>Future Meeting dates:</b></p> <p><b>Planning &amp; Environment Committee – Monday 5<sup>th</sup> September 2016</b></p> <p><b>Community Committee – Monday 12<sup>th</sup> September 2016</b></p> <p><b>Policy &amp; Finance Committee – Monday 17<sup>th</sup> October 2016</b></p> <p><b>Parish Council – Monday 26<sup>th</sup> September 2016</b></p>	
17	<p><b>Date of next meeting:</b></p> <p><b>Monday 26<sup>th</sup> September 2016</b></p>	

The meeting concluded at 8.45 pm

Signed.....Chairman

Payment Summary July 2016

Ringway	New build costs	2112.70
Anglian Water	Water rates	346.53
Royal Mail	Re-direction costs	175.00
Crispin Rhodes	HR Consultancy Monthly Costs	102.00
MKC	Business rates monthly instalment	1267.00
CNG	Gas monthly costs	125.27
Cloud Above	Web hosting monthly costs	5.39
Fuel Genie	Van Fuel Costs	145.42
e.on	Electric monthly instalment	609.00
Siemens	Lease rental costs	149.40
Payroll	Monthly Payroll	17408.07
Borras	New building costs	199301.5
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Raymar	Business cards	390.00
The Warehouse	Dilapidation Costs (Flooring)	2880.00
J Nicholas	Items for new office	182.44
P Morris	Museum visit - Diamond club	190.80
The Quarries	Deposit for residential trip	50.00
Bills Coaches	Diamond club trip to Ascott House	320.00
Staples	6 x Pin Boards	239.98
MK Ply Lining	Bulkhead and lining corsa van	253.92
e.on	Metre (new building)	423.60
Glyn Hopkins	Brake pads - KT14	49.00
MK Couriers	Delivery of old phone system	105.60
The Warehouse	Dilapidation costs (6 Wimborne)	988.00
2 R Systems	Copier costs Jun 16	97.63
AH Contracts	Bins contract Jun 16	1809.17
B & Q	Materials	58.59
Barnett landscapes	landscape contract costs	420.00
BT	Office telephone	95.32
City Print	Summer newsletter printing costs	2529.00
D2D Distribution	Summer edition distribution costs	1074.00
Fire & Electrical	Fire Extinguishers	612.00
Hertsmere	Hire costs Furzton pavilion Jul - Sept	256.23
MK Removals	Removal Costs	1368.00
MKALC	Subscription costs 2016-17	135.00
Pericom	Relocation costs	1425.00
Prokleen	June office cleaning	257.40
Quality car Service	Service costs for KR55	169.00
Royal Mail	Freepost costs June	15.60
RTM	Landscape contract Jun 2016	168.00
Tecserv	Annual Main costs CCTV, Intruder and Fire alarm	720.00
Zurich	Building insurance	606.38
Amazon	Anti Glare Screen	85.98
Office Needs Direct	Water	40.88
Raymar	Business Cards	60.00
Mk Colours	Sundial repairs	836.00
EE	Mobile Phone costs	147.36
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