

# Shenley Church End Parish Council Meeting

## Monday 14 August 2017 @ 7:15pm

Councillors Present:

|                    |    |
|--------------------|----|
| Stuart Nightingale | SN |
| Ray Merrin         | RM |
| Irving Nicol       | IN |
| Christina Johnson  | CJ |
| David Tunney       | DT |
| Bethan Norfor      | BN |
| Shaffiq Bostan     | SB |
| Chrissy Ashby      | CA |

Also Present:

|                        |    |
|------------------------|----|
| Jane Munn              | JM |
| 1 member of the public |    |

|               |  |           |
|---------------|--|-----------|
| <b>17096</b>  | <b>To receive and accept apologies</b>   |           |
|               | Apologies were accepted from Councillors Abigail D'Souza and Steve Weller  |           |
| <b>17097</b>  | <b>Declarations of interest</b>  |           |
|               | There were no declarations of interest   |           |
| <b>17098</b>  | <b>Questions and Comments from members of the public</b>   |           |
|               | The member of the public asked questions about the proposals for the Powis Lane allotment site.<br>It was asked whether it would be possible to include a communal compost heap into the plans and it was suggested that the allotment holders may be interested in having a stall at the parish fete next year  |           |
| <b>17099</b>  | <b>Approval of Minutes and updates</b>   |           |
|               | The minutes from 10 July were approved and signed by the Chairman<br>IN updated that the bins around Crownhill shops were emptied twice last week. This will be monitored to see if it continues through the rest of the holidays<br>It was <b>Agreed</b> that the issue of rats in the local area would be reported directly to MKC as per the response forwarded by Councillor Nolan | <b>JM</b> |
| <b>170100</b> | <b>Police Report</b>   |           |
|               | No police report had been received prior to the meeting. It was <b>Agreed</b> that the report would be requested and confirmation sought as to planned attendance at the meetings  | <b>JM</b> |
| <b>170101</b> | <b>Ward Councillor Reports</b>   |           |
|               | The reports that had been received were noted.   |           |
| <b>170102</b> | <b>Medbourne Update</b>  |           |
|               | The report had been circulated prior to the meeting<br>There were no objections to the proposal of Medbourne Pavilion being listed as an ERC, however it was <b>Agreed</b> that further information was needed in regard to how the process worked, required commitments from the parish council and the potential impact on hirers.   | <b>JM</b> |
| <b>170103</b> | <b>Reports on additional meetings</b>  |           |
|               | BN updated on the Healthwatch MK AGM. Their main work at present is around the Sustainability & Transformation Partnership. Representatives from the Clinical Commissioning Group were also present.   |           |

Signed \_\_\_\_\_

# Shenley Church End Parish Council Meeting

## Monday 14 August 2017 @ 7:15pm

|                     |  |                                   |             |         |        |             |           |        |             |           |        |             |         |      |               |           |               |                           |           |      |                         |        |           |                               |         |                     |                      |           |                  |                                  |         |       |                                    |           |     |                |         |            |                     |         |               |                                 |         |     |                     |           |           |                    |           |  |
|---------------------|--|-----------------------------------|-------------|---------|--------|-------------|-----------|--------|-------------|-----------|--------|-------------|---------|------|---------------|-----------|---------------|---------------------------|-----------|------|-------------------------|--------|-----------|-------------------------------|---------|---------------------|----------------------|-----------|------------------|----------------------------------|---------|-------|------------------------------------|-----------|-----|----------------|---------|------------|---------------------|---------|---------------|---------------------------------|---------|-----|---------------------|-----------|-----------|--------------------|-----------|--|
|                     | <p>JM attended a meeting between Milton Keynes Council and Oxley Park Community Centre Management group. The discussion centred on agreeing Heads of Terms for the lease to the Children's Centre. The details would be reviewed and the lease drawn up subject to review by the Management Committee and Parish Council. The lease would not be put in place until the Community Asset Transfer (CAT) is complete, should this go ahead.</p> <p>It was <b>Agreed</b> that confirmation of timescales in relation the CAT are required to ensure the Parish Council have sufficient opportunity to consider the implications</p> <p>It was <b>Agreed</b> to request an update on the MKALC meeting held in July for circulation</p>  | <p><b>JM</b></p> <p><b>JM</b></p> |             |         |        |             |           |        |             |           |        |             |         |      |               |           |               |                           |           |      |                         |        |           |                               |         |                     |                      |           |                  |                                  |         |       |                                    |           |     |                |         |            |                     |         |               |                                 |         |     |                     |           |           |                    |           |  |
| <b>170104</b>       | <b>Milton Keynes Council Consultations</b>   |                                   |             |         |        |             |           |        |             |           |        |             |         |      |               |           |               |                           |           |      |                         |        |           |                               |         |                     |                      |           |                  |                                  |         |       |                                    |           |     |                |         |            |                     |         |               |                                 |         |     |                     |           |           |                    |           |  |
|                     | <p>Planning Obligations Supplementary Planning Document (SPD) - It was <b>Resolved</b> to request that the proposals in the draft document from 2014 relating to Parish Council involvement be included in the SPD</p> <p>The consultation regarding the proposals for the Heritage Register was noted.</p>  | <b>JM</b>                         |             |         |        |             |           |        |             |           |        |             |         |      |               |           |               |                           |           |      |                         |        |           |                               |         |                     |                      |           |                  |                                  |         |       |                                    |           |     |                |         |            |                     |         |               |                                 |         |     |                     |           |           |                    |           |  |
| <b>170105</b>       | <b>Planning Matters</b>  |                                   |             |         |        |             |           |        |             |           |        |             |         |      |               |           |               |                           |           |      |                         |        |           |                               |         |                     |                      |           |                  |                                  |         |       |                                    |           |     |                |         |            |                     |         |               |                                 |         |     |                     |           |           |                    |           |  |
|                     | <p>The following planning applications were considered:</p> <p>17/01999 – No objections</p> <p>17/01885 – No objections</p> <p>17/02059 – No objections</p> <p>17/01906 – No objections</p>  |                                   |             |         |        |             |           |        |             |           |        |             |         |      |               |           |               |                           |           |      |                         |        |           |                               |         |                     |                      |           |                  |                                  |         |       |                                    |           |     |                |         |            |                     |         |               |                                 |         |     |                     |           |           |                    |           |  |
| <b>170106</b>       | <b>Parish Council Administration</b>   |                                   |             |         |        |             |           |        |             |           |        |             |         |      |               |           |               |                           |           |      |                         |        |           |                               |         |                     |                      |           |                  |                                  |         |       |                                    |           |     |                |         |            |                     |         |               |                                 |         |     |                     |           |           |                    |           |  |
|                     | The Clerks report was noted  |                                   |             |         |        |             |           |        |             |           |        |             |         |      |               |           |               |                           |           |      |                         |        |           |                               |         |                     |                      |           |                  |                                  |         |       |                                    |           |     |                |         |            |                     |         |               |                                 |         |     |                     |           |           |                    |           |  |
| <b>170107</b>       | <b>Financial Matters</b>   |                                   |             |         |        |             |           |        |             |           |        |             |         |      |               |           |               |                           |           |      |                         |        |           |                               |         |                     |                      |           |                  |                                  |         |       |                                    |           |     |                |         |            |                     |         |               |                                 |         |     |                     |           |           |                    |           |  |
|                     | <p>The cashbook as at 30 July was approved and signed.</p> <p>The following payments for August were approved:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Salary</td> <td>Salary July</td> <td style="text-align: right;">£674.37</td> </tr> <tr> <td>Salary</td> <td>Salary July</td> <td style="text-align: right;">£1,213.78</td> </tr> <tr> <td>Salary</td> <td>Salary July</td> <td style="text-align: right;">£2,074.07</td> </tr> <tr> <td>Salary</td> <td>Salary July</td> <td style="text-align: right;">£803.65</td> </tr> <tr> <td>HMRC</td> <td>Tax &amp; NI July</td> <td style="text-align: right;">£1,257.11</td> </tr> <tr> <td>Bucks CC LGPS</td> <td>Pension Contribution July</td> <td style="text-align: right;">£1,703.56</td> </tr> <tr> <td>SLCC</td> <td>Data Protection Webinar</td> <td style="text-align: right;">£36.00</td> </tr> <tr> <td>Hertsmere</td> <td>Crownhill playing fields hire</td> <td style="text-align: right;">£384.00</td> </tr> <tr> <td>MK Play Association</td> <td>August Play sessions</td> <td style="text-align: right;">£4,320.00</td> </tr> <tr> <td>Access Solutions</td> <td>Service &amp; Repairs Medbourne door</td> <td style="text-align: right;">£478.92</td> </tr> <tr> <td>Elcam</td> <td>Glulam Maintenance &amp; installations</td> <td style="text-align: right;">£3,228.00</td> </tr> <tr> <td>IAC</td> <td>Internal Audit</td> <td style="text-align: right;">£420.00</td> </tr> <tr> <td>Brooknight</td> <td>Medbourne call outs</td> <td style="text-align: right;">£172.80</td> </tr> <tr> <td>Youth Network</td> <td>June &amp; July youth clubs - final</td> <td style="text-align: right;">£886.00</td> </tr> <tr> <td>SGS</td> <td>Grounds maintenance</td> <td style="text-align: right;">£1,185.60</td> </tr> <tr> <td>Pro Kleen</td> <td>Cleaning Medbourne</td> <td style="text-align: right;">£1,003.33</td> </tr> </table> | Salary                            | Salary July | £674.37 | Salary | Salary July | £1,213.78 | Salary | Salary July | £2,074.07 | Salary | Salary July | £803.65 | HMRC | Tax & NI July | £1,257.11 | Bucks CC LGPS | Pension Contribution July | £1,703.56 | SLCC | Data Protection Webinar | £36.00 | Hertsmere | Crownhill playing fields hire | £384.00 | MK Play Association | August Play sessions | £4,320.00 | Access Solutions | Service & Repairs Medbourne door | £478.92 | Elcam | Glulam Maintenance & installations | £3,228.00 | IAC | Internal Audit | £420.00 | Brooknight | Medbourne call outs | £172.80 | Youth Network | June & July youth clubs - final | £886.00 | SGS | Grounds maintenance | £1,185.60 | Pro Kleen | Cleaning Medbourne | £1,003.33 |  |
| Salary              | Salary July  | £674.37                           |             |         |        |             |           |        |             |           |        |             |         |      |               |           |               |                           |           |      |                         |        |           |                               |         |                     |                      |           |                  |                                  |         |       |                                    |           |     |                |         |            |                     |         |               |                                 |         |     |                     |           |           |                    |           |  |
| Salary              | Salary July  | £1,213.78                         |             |         |        |             |           |        |             |           |        |             |         |      |               |           |               |                           |           |      |                         |        |           |                               |         |                     |                      |           |                  |                                  |         |       |                                    |           |     |                |         |            |                     |         |               |                                 |         |     |                     |           |           |                    |           |  |
| Salary              | Salary July  | £2,074.07                         |             |         |        |             |           |        |             |           |        |             |         |      |               |           |               |                           |           |      |                         |        |           |                               |         |                     |                      |           |                  |                                  |         |       |                                    |           |     |                |         |            |                     |         |               |                                 |         |     |                     |           |           |                    |           |  |
| Salary              | Salary July  | £803.65                           |             |         |        |             |           |        |             |           |        |             |         |      |               |           |               |                           |           |      |                         |        |           |                               |         |                     |                      |           |                  |                                  |         |       |                                    |           |     |                |         |            |                     |         |               |                                 |         |     |                     |           |           |                    |           |  |
| HMRC                | Tax & NI July  | £1,257.11                         |             |         |        |             |           |        |             |           |        |             |         |      |               |           |               |                           |           |      |                         |        |           |                               |         |                     |                      |           |                  |                                  |         |       |                                    |           |     |                |         |            |                     |         |               |                                 |         |     |                     |           |           |                    |           |  |
| Bucks CC LGPS       | Pension Contribution July  | £1,703.56                         |             |         |        |             |           |        |             |           |        |             |         |      |               |           |               |                           |           |      |                         |        |           |                               |         |                     |                      |           |                  |                                  |         |       |                                    |           |     |                |         |            |                     |         |               |                                 |         |     |                     |           |           |                    |           |  |
| SLCC                | Data Protection Webinar  | £36.00                            |             |         |        |             |           |        |             |           |        |             |         |      |               |           |               |                           |           |      |                         |        |           |                               |         |                     |                      |           |                  |                                  |         |       |                                    |           |     |                |         |            |                     |         |               |                                 |         |     |                     |           |           |                    |           |  |
| Hertsmere           | Crownhill playing fields hire  | £384.00                           |             |         |        |             |           |        |             |           |        |             |         |      |               |           |               |                           |           |      |                         |        |           |                               |         |                     |                      |           |                  |                                  |         |       |                                    |           |     |                |         |            |                     |         |               |                                 |         |     |                     |           |           |                    |           |  |
| MK Play Association | August Play sessions   | £4,320.00                         |             |         |        |             |           |        |             |           |        |             |         |      |               |           |               |                           |           |      |                         |        |           |                               |         |                     |                      |           |                  |                                  |         |       |                                    |           |     |                |         |            |                     |         |               |                                 |         |     |                     |           |           |                    |           |  |
| Access Solutions    | Service & Repairs Medbourne door   | £478.92                           |             |         |        |             |           |        |             |           |        |             |         |      |               |           |               |                           |           |      |                         |        |           |                               |         |                     |                      |           |                  |                                  |         |       |                                    |           |     |                |         |            |                     |         |               |                                 |         |     |                     |           |           |                    |           |  |
| Elcam               | Glulam Maintenance & installations   | £3,228.00                         |             |         |        |             |           |        |             |           |        |             |         |      |               |           |               |                           |           |      |                         |        |           |                               |         |                     |                      |           |                  |                                  |         |       |                                    |           |     |                |         |            |                     |         |               |                                 |         |     |                     |           |           |                    |           |  |
| IAC                 | Internal Audit   | £420.00                           |             |         |        |             |           |        |             |           |        |             |         |      |               |           |               |                           |           |      |                         |        |           |                               |         |                     |                      |           |                  |                                  |         |       |                                    |           |     |                |         |            |                     |         |               |                                 |         |     |                     |           |           |                    |           |  |
| Brooknight          | Medbourne call outs  | £172.80                           |             |         |        |             |           |        |             |           |        |             |         |      |               |           |               |                           |           |      |                         |        |           |                               |         |                     |                      |           |                  |                                  |         |       |                                    |           |     |                |         |            |                     |         |               |                                 |         |     |                     |           |           |                    |           |  |
| Youth Network       | June & July youth clubs - final  | £886.00                           |             |         |        |             |           |        |             |           |        |             |         |      |               |           |               |                           |           |      |                         |        |           |                               |         |                     |                      |           |                  |                                  |         |       |                                    |           |     |                |         |            |                     |         |               |                                 |         |     |                     |           |           |                    |           |  |
| SGS                 | Grounds maintenance  | £1,185.60                         |             |         |        |             |           |        |             |           |        |             |         |      |               |           |               |                           |           |      |                         |        |           |                               |         |                     |                      |           |                  |                                  |         |       |                                    |           |     |                |         |            |                     |         |               |                                 |         |     |                     |           |           |                    |           |  |
| Pro Kleen           | Cleaning Medbourne   | £1,003.33                         |             |         |        |             |           |        |             |           |        |             |         |      |               |           |               |                           |           |      |                         |        |           |                               |         |                     |                      |           |                  |                                  |         |       |                                    |           |     |                |         |            |                     |         |               |                                 |         |     |                     |           |           |                    |           |  |

Signed \_\_\_\_\_

# Shenley Church End Parish Council Meeting

## Monday 14 August 2017 @ 7:15pm

|               |  |                             |           |   |
|---------------|--|-----------------------------|-----------|---|
|               | Pro Kleen  | Cleaning Cartshed           | £141.02   |   |
|               | Vac Doctors  | Repair scrubber Medbourne   | £79.54    |   |
|               | Osei   | Deposit return              | £250.00   |   |
|               | Freeman Cleaning   | Windows Medbourne           | £54.00    |   |
|               | Sensible Technical   | Repair socket Medbourne     | £82.50    |   |
|               | Sth central Ambulance  | Fete attendance             | £250.00   |   |
|               | Warners  | Allotment landscape         | £576.00   |   |
|               | Great Gappo  | Fete attendance             | £300.00   |   |
|               | Beech Garden   | Landscape Shenley           | £320.00   |   |
|               | Dominic  | Meet & Greet/Party support  | £320.00   |   |
|               | Krystal Hygiene  | Medbourne Cleaning supplies | £84.95    |   |
|               | Oakley Cleaning  | Windows Cartshed            | £35.00    |   |
|               | AH Contracts   | Dog Bins July               | £466.08   |   |
|               | MK Brass   | Fete attendance             | £150.00   |   |
|               | Serco  | Cartshed bins Q2            | £105.30   |   |
|               | Water  | Crownhill                   | £39.47    |   |
|               | Water  | Powis                       | £90.13    |   |
|               | Water  | Edmund Court                | £55.22    |   |
|               | Water  | Cartshed bins Q2            | £67.67    |   |
|               | Herman Fung  | Summer Fun Sessions         | £60.00    |   |
|               | MK CAB   | Q2 Sessions                 | £1,100.00 |   |
|               | Roofline Systems   | Mansafe Service Medbourne   | £330.00   |   |
|               | <p>It was <b>Resolved</b> to continue with the additional spam filter provision with Pericom following the successful free trial</p> <p>The report in relation to S106 funding was considered. It was <b>Resolved</b> that projects relating to the provision of additional play facilities and improving of existing play facilities should be looked into and funding requested to enable these to take place. Discussions would be held with Milton Keynes Council and The Parks Trust to take this forward.</p>                      |                             |           | <p>JM</p> <p>JM</p>                     |
| <b>170108</b> | <b>Project Updates</b>   |                             |           |   |
|               | <p>The allotment project update was considered.</p> <p>It was <b>Resolved</b> to replace the section of fencing and gate to the rear of Powis Lane (20m) with a security mesh fence</p> <p>It was <b>Resolved</b> to increase the height and security of the fence to the front of Powis Lane (42m)</p> <p>It was <b>Resolved</b> to replace the fencing along the side of Edmund Court (70m) with security mesh fence.</p> <p>It was <b>Resolved</b> that the gate at Crownhill should be checked to ensure it remained operational</p> |                             |           | <p>JM</p> <p>JM</p> <p>JM</p> <p>JM</p> |
| <b>170109</b> | <b>Correspondence Review</b>   |                             |           |   |
|               | <p>The correspondence log had been circulated.</p> <p>It was noted that it is cheaper and easier for taxis to registered outside of the area (Aylesbury Vale in particular) hence the increase in out of area taxis.</p>   |                             |           |   |

Signed \_\_\_\_\_

# Shenley Church End Parish Council Meeting

## Monday 14 August 2017 @ 7:15pm

|               |  |                                     |
|---------------|--|-------------------------------------|
|               | It was <b>Agreed</b> that Iain Stewart MP should be invited to a meeting with Councillors to update on activities he is involved<br>It was <b>Agreed</b> that a letter should be sent to all local schools asking that when they help ensure students are respectful of the area and help keep litter to a minimum<br>The removal of the Santander bikes following vandalism was noted | <b>JM</b><br><b>JM</b>              |
|               | <b>PART 2 - The Public Bodies (Admissions to Meetings) Act 1960 as amended – Exclusion of Press and Public – The Parish Council resolve to exclude the press and public from the remainder of the meeting due to the confidential matters to be discussed</b>  |                                     |
| <b>170110</b> | <b>HR Working Group Recommendations</b>  |                                     |
|               | It was <b>Resolved</b> to approve the recommendations of the HR group in respect of the Parish Ranger job description<br>The proposed initial advertising of the vacancy was <b>Agreed</b><br>The proposed training and membership recommendations were <b>Agreed</b>  | <b>JM</b><br><b>JM</b><br><b>JM</b> |
| <b>170111</b> | <b>LGPS Employer Discretions</b>   |                                     |
|               | It was <b>Resolved</b> to agree the updated discretions as per the recommendations   | <b>JM</b>                           |
|               | <b>Date of next meeting: PC Meeting Monday 11 September</b>  |                                     |

Signed:.....Chair

Signed:.....Clerk

Date:.....

Signed\_\_\_\_\_