



**DRAFT MINUTES OF THE PARISH COUNCIL MEETING held on 12 September 2016 at 19h30 at the Kingston Library, Milton Keynes**

Venue: Kingston Library, Winchester Circle, Kingston, MK10 0BA

75/2016	<p><b>Apologies:</b> Cllr's Jane Harrington (JH)-Chair, Peter Laws (PL), Jaime Tamagnini-Barbosa (JTB), Tracey Philemon (TP)</p> <p><b>Present:</b> Cllr's Graham Clark (GC), Jenni Ferrans (JF), Taimyr Boungou-Pouaty (TBP), Vikas Chandra (VC), Chris Turner (CT) vice-chair.</p> <p><b>In Attendance:</b> Clerk plus 2 members of the public</p>																																																																															
76/2016	<b>Declaration of Interest:</b> None to declare.																																																																															
77/2016	<b>Minutes</b> of the meeting of the Parish Council Meeting held on 11 July 2016 were approved and signed as a true record of the meeting.																																																																															
78/2016	<p><b>Finance.</b></p> <p>1. <b>Appeals for funding:</b> None.</p> <p>2. <b>Payments:</b> Agreed by council, August payments included due to no meeting held.</p> <p><b>CURRENT PAYMENTS 08/08/16</b></p> <table border="1"> <thead> <tr> <th>Payee Name</th> <th>Amount</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>HMRC</td> <td>£353.29</td> <td>Tax + NI July 16</td> </tr> <tr> <td>V Mote</td> <td>£95.78</td> <td>Reimbursements Jul 16</td> </tr> <tr> <td>Monkston Community Centre</td> <td>£94.50</td> <td>Youth Group Room Hire July 16</td> </tr> <tr> <td>Mazars</td> <td>£480.00</td> <td>External Audit 2015/16</td> </tr> <tr> <td>V Mote</td> <td>£1,319.60</td> <td>Salary July 16</td> </tr> <tr> <td>A H Contracts</td> <td>£1,092.19</td> <td>Bin Servicing July 16</td> </tr> <tr> <td>Staples</td> <td>£45.84</td> <td>Stationary July 16</td> </tr> <tr> <td>Milton Keynes Council</td> <td>£26.51</td> <td>Mobile Phone Apr-June 16</td> </tr> <tr> <td>Bespoke Media</td> <td>£80.00</td> <td>A5 Flyers-Summer Play Sessions</td> </tr> <tr> <td>Bespoke Media</td> <td>£237.60</td> <td>1000 Community Surveys</td> </tr> <tr> <td>Milton Keynes Play Association</td> <td>£1,198.24</td> <td>July Play Sessions</td> </tr> <tr> <td><b>Total</b></td> <td><b>£5,023.55</b></td> <td></td> </tr> </tbody> </table> <p><b>ALLOTMENT PAYMENTS 08/08/16</b></p> <table border="1"> <thead> <tr> <th>Payee Name</th> <th>Amount</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>RTM Landscapes-Inv 520</td> <td>£528.02</td> <td>Maintenance July 16</td> </tr> <tr> <td>Mr L Bolah</td> <td>£35.00</td> <td>MP38 Deposit Refund</td> </tr> <tr> <td><b>Total</b></td> <td><b>£563.02</b></td> <td></td> </tr> </tbody> </table> <p><b>CURRENT ACCOUNT PAYMENTS 12/09/16</b></p> <table border="1"> <thead> <tr> <th>Payee Name</th> <th>Amount</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>HMRC</td> <td>£339.88</td> <td>Tax + NI Aug 16</td> </tr> <tr> <td>V Mote</td> <td>£155.45</td> <td>Reimbursements Aug 16</td> </tr> <tr> <td>V Mote</td> <td>£1,299.45</td> <td>Salary Aug 16</td> </tr> <tr> <td>A H Contracts</td> <td>£1,064.40</td> <td>Bin Servicing June 16</td> </tr> <tr> <td>Staples</td> <td>£90.74</td> <td>Stationary June 16</td> </tr> <tr> <td>Milton Keynes Play Association</td> <td>£5,392.08</td> <td>Summer Play Sessions</td> </tr> <tr> <td>Royal Mail</td> <td>£252.00</td> <td>Annual PO Box Fee</td> </tr> <tr> <td><b>Total</b></td> <td><b>£8,594.00</b></td> <td></td> </tr> </tbody> </table>	Payee Name	Amount	Details	HMRC	£353.29	Tax + NI July 16	V Mote	£95.78	Reimbursements Jul 16	Monkston Community Centre	£94.50	Youth Group Room Hire July 16	Mazars	£480.00	External Audit 2015/16	V Mote	£1,319.60	Salary July 16	A H Contracts	£1,092.19	Bin Servicing July 16	Staples	£45.84	Stationary July 16	Milton Keynes Council	£26.51	Mobile Phone Apr-June 16	Bespoke Media	£80.00	A5 Flyers-Summer Play Sessions	Bespoke Media	£237.60	1000 Community Surveys	Milton Keynes Play Association	£1,198.24	July Play Sessions	<b>Total</b>	<b>£5,023.55</b>		Payee Name	Amount	Details	RTM Landscapes-Inv 520	£528.02	Maintenance July 16	Mr L Bolah	£35.00	MP38 Deposit Refund	<b>Total</b>	<b>£563.02</b>		Payee Name	Amount	Details	HMRC	£339.88	Tax + NI Aug 16	V Mote	£155.45	Reimbursements Aug 16	V Mote	£1,299.45	Salary Aug 16	A H Contracts	£1,064.40	Bin Servicing June 16	Staples	£90.74	Stationary June 16	Milton Keynes Play Association	£5,392.08	Summer Play Sessions	Royal Mail	£252.00	Annual PO Box Fee	<b>Total</b>	<b>£8,594.00</b>		
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<b>ALLOTMENT PAYMENTS 12/09/16</b>			
<b>Payee Name</b>	<b>Amount</b>	<b>Details</b>	
RTM Landscapes-Inv 564	£900.00	MP-Installation of Bund	
RTM Landscapes-Inv 578	£780.00	Maintenance Aug 16	
Mu Yang	£35.00	MP01 Plot Deposit Refund	
<b>Total</b>	<b>£1,680.00</b>		
	<p><b>3. Bank statement:</b> Available on request to the Clerk.</p> <p><b>4. Allotment Budget:</b> Clerk presented projected cost to year ending 31/03/17, on track to achieve budget agreed.</p>		
79/2016	<p><b>Planning application report.</b></p> <p>1. <u>16/02260/FUL – 76 Frithwood Crescent, Kents Hill</u>, no comments to add.</p> <p>2. <u>21 Day Planning Deadlines</u>, All agreed to communicate initially via email and if required then an extra ordinary meeting to be called.</p> <p>3. <u>16/02375/FUL – 42 Wymondham, Monkston</u>, no comments to add.</p>		
80/2016	<p><b>Licensing application report.</b> To agree any comments, support or objections to current licensing applications. None to report.</p>		
81/2016	<p><b>Consultation Papers:</b> To agree Parish Council responses to current consultations (fixed item). None to report.</p>		
82/2016	<p><b>Kents Hill Parking (Shop/Church)</b> Council agreed to carry this item forward for more detailed discussion due to half of council not being present. Items to consider: Santander Bikes, Heavy Duty Lorry deliveries, Church and School parking.</p>	Clerk	
83/2016	<p><b>Clerk Debit Card</b>, Clerk presented Metro “Business Additional Account” facility, which will be set up with a debit card issued in the name of the clerk. It was resolved that a maximum credit limit of £500 would apply to this additional account.</p> <p>The Authorised signatories acting on the account will be Catherine Jane Harrington (Councillor-Chair), Peter Laws (Councillor) and Vicky Mote (Clerk).</p> <p>The Key Officials for the account will be: Vicky Mote (Responsible Financial Officer), Catherine Jane Harrington (Councillor-Chair), and Peter Laws (Councillor).</p> <p>It was resolved that the same mandate authority levels as our main mandate apply to this additional account, which is two authorised signatories to sign.</p>		Clerk
84/2016	<p><b>ID Badges/Business Cards</b> Clerk presented quotes, Council agreed to go with Yellow Rose who quoted 10 ID Badges at £19.99 and 1000 Cards at £22.49.</p> <p>Clerk to order the following quantities as agreed by council: 100 business cards/councillor and 200 business cards for chair and clerk. Council also agreed to go ahead and get ID Badges printed.</p>		Clerk
85/2016	<p><b>NALC Survey Community Led Housing</b>, deadline 30/09/16. Council agreed that Clerk to respond on behalf of the Parish Council with the comments put forward by Cllrs JF and JTB.</p>		Clerk
86/2016	<p><b>Community Survey.</b> Cllr JF presented the results of the survey.</p> <p>35 responses received, which was disappointing. Full detailed report available on request to the Clerk. All agreed to include the results in the discussion of “Parish Council Plan and Long-term Budgeting”, which is on the October agenda.</p> <p>Prizes were drawn as follows (as agreed minutes 09/2016, item 09/2016): Ian Wright from Monkston to received £150 vouchers and Sandra Bald from Monkston to receive £40 Giraffe vouchers.</p> <p>All thanked Cllr JF for collating the details of survey.</p>		Clerk
86/2016 (a) Error, item not numbered on agenda.	<p><b>Landscaping:</b> <i>Proposed motion by Cllr Jenni Ferrans</i> <i>The Parish Council will explore funding the one-off replacement/refurbishing of landscaping on two roundabouts: Kilwinning Drive in Monkston and Arnos Grove/Plaistow Crescent in Monkston Park, and refurbishing of the furniture and landscaping at the roundabout at Pondgate in Kents Hill with a view to bringing proposals to its October meeting for implementation over this winter.</i></p> <p>All agreed to recommendation of an on-site meeting with Morris Barns from MKC. Cllr JF and GC agreed to arrange and attend. Clerk to request if any other councillor who was not present at the meeting wishes to attend. Recommendations to be presented in October meeting.</p>		Cllr JF, GC

87/2016	<b>Progress reports for information:</b> 1. <u>Correspondence (fixed item)</u> , none to report. 2. <u>Allotment Management (fixed item)</u> , clerk confirmed put combination lock on parking gate at Monkston Park to stop litter dropping by non-tenants parking up.	
88/2016	<b>Risk assessment for projects, where appropriate</b> , none to report.	
89/2016	<b>Councillors' reports and items for future agendas</b> 1. Boundary lines-future agenda item (CT). 2. Government scheme, litter reduction (clerk to look out)-future agenda item (JF). 3. Ladbroke Grove building site about to be re-advertised (JF) 4. Lilleshall passed development control last week (JF). 5. Emergency Plan (VC) asked if clerk to update outdated numbers, clerk confirm yes if required.	Clerk
90/2016	<b>Date of the next Parish Council meeting:</b> 10 October 2016 at 19h30 Kingston Library	

**Meeting closed 20h50**

<b>SIGNED</b>	
<b>NAME:</b>	
<b>DATED:</b>	