



MINUTES OF THE PARISH COUNCIL meeting held on Monday 9th October 2017 at 19.30

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

	<p>Present: Cllrs Jane Harrington-Chair (JH), Graham Clark (GC), Peter Laws (PL), Jenni Ferrans (JF), Taimyr Boungou-Pouaty (TBP), Vikas Chandra (VC), Jaime Tamagnini-Barbosa (JTB)</p> <p>Attending: Abi Bassett – Clerk (AB)</p>																																								
75/2017	Apologies: Cllr Russell Houchin																																								
76/2017	Declaration of Interest: None																																								
77/2017	<p>Minutes of previous meeting: RESOLVED</p> <p>1. The minutes of the meeting held on Monday 10th July 2017 were agreed and approved as a true and correct record.</p>																																								
78/2017	<p>Appointment of New Clerk/RFO RESOLVED</p> <p>1. To appoint Abi Basset as Clerk and Responsible Financial Officer for Kents Hill & Monkston Parish Council, from 2nd October 2017.</p>																																								
79/2017	<p>Decision Required: Finance.</p> <p>1. Appeals for funding: None received.</p> <p>2. Payments Agreed as below</p> <p style="text-align: center;">CURRENT ACCOUNT PAYMENTS – OCT 2017</p> <table border="1" style="width: 100%;"> <thead> <tr> <th>Payee Name</th> <th>Amount</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>A Bassett</td> <td>£1,421.92</td> <td>Clerk Salary October 2017</td> </tr> <tr> <td>HMRC</td> <td>£549.08</td> <td>Tax + NIC (EE)</td> </tr> <tr> <td>HMRC</td> <td>£175.39</td> <td>NIC (ER)</td> </tr> <tr> <td>A H Contracts</td> <td>£1,069.03</td> <td>Bin Servicing Aug 17</td> </tr> <tr> <td>BALC</td> <td>£1,016.01</td> <td>BALC/NALC Subscription 17/18</td> </tr> <tr> <td>Milton Keynes Council</td> <td>£12.40</td> <td>Mobile Phone Apr-Jul 17</td> </tr> <tr> <td>MK Citizens Advice Bureau</td> <td>£2,200.00</td> <td>Provision of services Oct 17-Mar 18</td> </tr> <tr> <td>Monkston CC</td> <td>£126.00</td> <td>Room Hire for Youth Group Sessions</td> </tr> <tr> <td>Total</td> <td>£6,569.83</td> <td></td> </tr> </tbody> </table> <p style="text-align: center;">ALLOTMENT ACCOUNT PAYMENTS – OCT 2017</p> <table border="1" style="width: 100%;"> <thead> <tr> <th>Payee Name</th> <th>Amount</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>RTM Landscape</td> <td>£558.02</td> <td>Allotment Maintenance Sept 17</td> </tr> <tr> <td>Total</td> <td>£558.02</td> <td></td> </tr> </tbody> </table> <p>3. Bank statement: Available on request from the Clerk</p> <p>4. Metro Bank Mandate RESOLVED</p> <p>1. Agreed change of Clerk/RFO details</p> <p>2. Agreed to add JTB to bank mandate</p> <p>3. Agreed to request Cllr access to make payments in case of clerk sickness absence.</p>	Payee Name	Amount	Details	A Bassett	£1,421.92	Clerk Salary October 2017	HMRC	£549.08	Tax + NIC (EE)	HMRC	£175.39	NIC (ER)	A H Contracts	£1,069.03	Bin Servicing Aug 17	BALC	£1,016.01	BALC/NALC Subscription 17/18	Milton Keynes Council	£12.40	Mobile Phone Apr-Jul 17	MK Citizens Advice Bureau	£2,200.00	Provision of services Oct 17-Mar 18	Monkston CC	£126.00	Room Hire for Youth Group Sessions	Total	£6,569.83		Payee Name	Amount	Details	RTM Landscape	£558.02	Allotment Maintenance Sept 17	Total	£558.02		
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80/2017	<p>Decision Required: Planning application report (Fixed item)</p> <p>1. 17/02413FUL -1 Sudbury Chase MK10 9PG – No comment</p> <p>2. 17/02408FUL - 102 Crowborough Lane MK7 6JN – No comment</p> <p>3. 17/02455FUL - 96 Blanchland Circle MK10 9FL – No comment</p> <p>4. 17/02545FUL - 86 Frithwood Crescent MK7 6HU – No comment</p> <p>5. 17/02613FUL- Sites C And D1 At Land Off Timbold Drive – Council request that the Clerk write a letter to MKC to formally request an extension to the consultation period.</p> <p>RESOLVED</p> <p>1. That the Clerk write a letter to MKC to the above effect.</p>																																								
81/2017	Decision Required: Licensing application report. No applications received.																																								

82/2017	Decision required: Consultation papers. RESOLVED 1. That a working group consisting of Cllrs JH, JTB and JF be formed to formally submit a response.	
83/2017	Summer Party Clerk to forward update to Cllrs for information	AB
84/2017	HIMO Register JTB proposed keeping a register of HIMOs with regards to enforcement of non-compliance by Milton Keynes Council. Clerk to check that such a register would not compromise Council's data protection statement. RESOLVED 1. To formulate a spreadsheet and maintain it with regards to HIMOs in the Parish providing it does not breach data protection regulations	
85/2017	Illegal Off-Road Rally (Kents Hill Sunday 16/07/17) JTB not satisfied with response from Thames Valley Police. JF advised that TVP had no evidence to proceed with an investigation but are better prepared for next time it happens. RESOLVED. 1. Clerk to write to TVP asking for update and complaining about lack of info and action 2. Clerk to forward video with registration plate to TVP to assist in investigations. 3. Clerk to invite PCSO Andy Angus to November meeting	AB
86/2017	Parkminster Play Area JF provided update on consultation and design works undertaken so far. Council agreed to the working party's recommendations. RESOLVED 1. To authorise the working party (GC and JF) to act as parish council representatives and assist MK Council in preparing a WREN application and any other specifications required for the upgrade and preparing the tender documents and evaluating the tenders 2. To commit 10.75% of the project cost, up to £5,400, in the case of a successful WREN application for up to 50k grant 3. Parish Clerk to write the required letter confirming the funds, conditional on 4. It meeting the Parish's requirements as set out in the report, including the priority of factors being 1 st - Quality of play offered, 2 nd - Quality of build and 3 rd - Cost 5. Parish reps agreeing the tender documents, and participating in the MEAT evaluation 6. Parish reps not vetoing the resultant tenders as unsuitable 7. If successful, the work to be carried out by the end of the summer term 2018. 8. To authorise now the deposit of that budget "up front" if the application is successful. 9. To accept MK Council's final decision conditional only on the working party not vetoing 10. To delegate authority to the working party to agree any additional budget, up to the £10k maximum total originally budgeted, if necessary to complete the work 11. If necessary to secure timescales, delegate authority to the working party to agree to pay towards the cost of landscaping within the £10,000 budget previously agreed.	AB
87/2017	Tesco Partnership Verbal report from TBP; Tesco are very happy to work in partnership and would like to know what the Parish Council might want that to look like and what their expectations are. TBP to go back with ideas including sponsoring a Parish Ranger or parish newsletter. TBP to invite Tesco's manager to a future meeting.	TBP
88/2017	Newsletter-Autumn Edition It was agreed to publish the newsletter in time for the Christmas holiday period, all Councillors were asked to think of content to contribute. Clerk to approach community groups, school, etc for articles for submission.	ALL AB
89/2017	Litter Picking Equipment Council agreed to supply volunteers, as groups or individuals, litter picking equipment providing there is no liability to the Council for any injury or damage caused during the course of the activity.	
90/2017	Funding-S106 Ideas Initial ideas ranged from a bus stop/shelter and parish offices. Council to come back in the new year with more ideas.	ALL
91/2017	Progress reports for information: 1. Correspondence – One (1) item of correspondence. Anonymous complaint against the tenants of a property in the parish. Noted. 2. Allotment Management - Nothing to report 3. Parish Forum – Nothing to report	
92/2017	Risk assessment for projects, where appropriate None	
93/2017	Councillors' reports and items for future agenda Working groups/committees MK Wanderers Tesco Partnership	
94/2017	Date of the next Parish Council meeting: Monday 13 th November 2017	info

Signed _____ (Chair)

Date _____

DRAFT