



MINUTES OF PARISH COUNCIL MEETING HELD ON MONDAY 13TH NOVEMBER 2017, 19.30 AT KINGSTON LIBRARY

Present: Cllrs Peter Laws (PL) - Chair, Russell Houchin (RH), Jenni Ferrans (JF), Vikas Chandra (VC), Jaime Tamagnini Barbosa (JTB), Taimyr Bounou-Pouaty (TBP)

Attending: Abi Bassett (Clerk)

Also: Timothy Reid (MK Wanderers), Karen Linley (Tesco), PCSO Andy Angus and one (1) member of the public.

Public open session: PCSO Andy Angus gave an update on the illegal off road rally that took place on Kents Hill in July 2017. He informed the meeting that it was an organised group of bikers that had been moved on from Bedford, and that at the time it happened, MK Police were caught unaware. They have some dash cam video evidence of some of the offenders and are investigating, and one person has already had their bike confiscated. He stated that MK Police are better prepared for next time it happens and neighbouring forces will be keeping each other in the loop to assist with preventing it happening again. Timothy Reid of MK Wanderers also stated that they have had/do have problems with individuals riding bikes and quads across their football grounds. RH asked for an update on the canisters that had been found lying about recently; Andy advised that the issue does seem to be better with little to none being found of late and that the schools have been warning children of the dangers of inhaling the contents of the canisters and so hopefully this has helped to reduce it. Regarding burglaries in the area, they were down over the summer and Andy is advising residents on home safety practices like leaving lights on etc. Council thanked Andy for coming and for the information. End of public session.

PL proposed himself as Chair, RH seconded. Council agreed unanimously to appoint PL as Chair for this meeting.

99/2017	Apologies: Cllr Jane Harrington, Cllr Graham Clark. Accepted and approved.																															
100/2017	Declaration of interest: VC in agenda item 106/2017 (3)																															
101/2017	Discussion: Timothy Reid, Chairman of MK Wanderers spoke to the Council to share an update on the recent tournament, their vision for the club and the future of Kents Hill. Mr Reid started by telling members how well the tournament had gone, with 6,000 attendees and 138 teams participating. The tournament went very well and no problems or issues were reported. The car parking also worked well. The team plan to carry on with the same remit this year as last and have plans to open up the grounds for public and community use. Plans include using the space for holding dog shows during the summer when the ground is unused. The club house is rented out to a local cookery school that runs weekly; the team are using these opportunities to make links with people and the community as a whole. They have spoken to MKC regarding CCTV for the grounds and this is being looked in to, they have also applied for a 25 year lease of the pavilion and grounds. They currently spend £15-16,000 per year on maintaining the grounds. To assist with this, MKC have given permission for a waist high chain link perimeter fence that will deter motorbike and quad riders from driving on the ground and causing damage. In 2 years' time, they plan to apply to KHMPCC for a grant for higher fencing for one of the 11 pitches; this will enable them to apply to join the South Midlands league and further the club's success. PL asked about the potential of a space in the club house for a Parish Council office; Mr Reid said he would be open to the suggestion as it would ensure that there is someone on the premises during the day when it is normally empty. Council thanked Mr Reid for coming. Item to be brought back to a future meeting for further discussion.																															
102/2017	Minutes of previous meeting: The minutes of the extraordinary parish council meeting held on Monday 24 th October 2017 were agreed and approved as a true and correct record. (Vote as follows: For-3 Against-1 (VC) Abstained-1). RESOLVED																															
103/2017	<p>Finance.</p> <ol style="list-style-type: none"> Appeals for funding: There were no appeals for funding. Payments: Agreed as per payments list. <p style="text-align: center;">CURRENT ACCOUNT PAYMENTS November 2017</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Payee Name</th> <th>Amount</th> <th>Details</th> <th>Date</th> <th>Method</th> </tr> </thead> <tbody> <tr> <td>Royal Mail</td> <td style="text-align: right;">£258.00</td> <td>Renewal of PO Box subscription</td> <td style="text-align: right;">13/10/17</td> <td>BACS</td> </tr> <tr> <td>A H Contracts</td> <td style="text-align: right;">£1,064.40</td> <td>Bin Servicing October 17</td> <td style="text-align: right;">30/11/17</td> <td>BACS</td> </tr> <tr> <td>MK Council</td> <td style="text-align: right;">£68.00</td> <td>Use of Kingston Library Q3</td> <td style="text-align: right;">31/10/17</td> <td>BACS</td> </tr> <tr> <td>Monkston CC</td> <td style="text-align: right;">£126.00</td> <td>Room Hire for Youth Group Sessions</td> <td style="text-align: right;">30/11/17</td> <td>BACS</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">£1,516.40</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Payee Name	Amount	Details	Date	Method	Royal Mail	£258.00	Renewal of PO Box subscription	13/10/17	BACS	A H Contracts	£1,064.40	Bin Servicing October 17	30/11/17	BACS	MK Council	£68.00	Use of Kingston Library Q3	31/10/17	BACS	Monkston CC	£126.00	Room Hire for Youth Group Sessions	30/11/17	BACS	Total	£1,516.40				
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	<p>*RH asked Clerk to check the agreement with AH Contracts to see which bins are being emptied and charged for as all the litter bins in the grid square have been removed</p> <p style="text-align: center;">ALLOTMENT ACCOUNT PAYMENTS November 2017</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Payee Name</th> <th style="width: 15%;">Amount</th> <th style="width: 35%;">Details</th> <th style="width: 15%;">Date</th> <th style="width: 15%;">Method</th> </tr> </thead> <tbody> <tr> <td>RTM Landscape</td> <td>£558.02</td> <td>Allotment Maintenance Oct 17</td> <td>30/11/17</td> <td>BACS</td> </tr> <tr> <td>Anglian Water</td> <td>£57.16</td> <td>Water Plot A, Kents Hill</td> <td>01/11/17</td> <td>DD</td> </tr> <tr> <td>Anglian Water</td> <td>£55.22</td> <td>Plot B, Kents Hill</td> <td>01/11/17</td> <td>DD</td> </tr> <tr> <td>Anglian Water</td> <td>£97.17</td> <td>Monkston</td> <td>01/11/17</td> <td>DD</td> </tr> <tr> <td>Total</td> <td>£767.57</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>3. Bank statement: Available on request</p>						Payee Name	Amount	Details	Date	Method	RTM Landscape	£558.02	Allotment Maintenance Oct 17	30/11/17	BACS	Anglian Water	£57.16	Water Plot A, Kents Hill	01/11/17	DD	Anglian Water	£55.22	Plot B, Kents Hill	01/11/17	DD	Anglian Water	£97.17	Monkston	01/11/17	DD	Total	£767.57				AB
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105/2017	<p>Licensing application report (fixed item). There were no licencing applications</p>																																				
106/2017	<p>Consultation papers To agree Parish Council responses to current consultations (fixed item)</p> <ol style="list-style-type: none"> Proposed submission version Plan:MK. Consultation runs from 8th November to 5pm 20th December 2017. Previously circulated to members. Parish Forum Draft Framework. Consultation officially closes on 6th November. Council may wish to submit comments before the delegated decision due to be taken on 21st November 2017. Previously circulated to members. Kents Hill Park School Consultation. Open from 11th October to 29th November 2017. Previously sent to members. <p>RESOLVED Council agreed to meet informally as a working group to discuss the 3 topics above. Clerk to email members to arrange a mutually convenient date and time within two weeks from this meeting.</p>						AB ALL																														
	<p>*JTB left the meeting</p>																																				
107/2017	<p>Office Space: Council received a verbal report from PL regarding office space at Kents Hill Park Training and Conference Centre. The office space was found to be small and set well back from the entrance of the building so would not be easily accessible to members of the public. The meeting room was large and well equipped but only generally rented out by the day so may not be available for evening use for Council meetings. The location itself was generally unsuitable as it is not in a central area and residents would have to make a special trip to go there and with no transport it would not be very easy to get to.</p> <p>Council also received RH's report on the former Kingston library space that is currently available. JF questioned why the service charge was so high, RH advised that it included the cost of utilities, cleaning, rubbish removal, repairs and maintenance. Council agreed unanimously to express their interest in the space and request a formalised offer from the landlord (Philip Stainsby). RH to follow up.</p>						RH																														
108/2017	<p>IT Provision: Following numerous and repeated issues with sending and receiving emails, the Clerk presented to Council a proposal for email and back up options to Council. Members received the proposal from Kee IT Services and agreed to purchase the following services:</p> <p>RESOLVED</p> <ol style="list-style-type: none"> Unlimited phone and remote support for the Clerk @ £20 per month (£240 pa) Remote files storage, backup, anti-virus, disaster recovery (Noma Desk) @ £12 per month (£144 																																				

	<p>pa)</p> <p>3. All Microsoft Office applications & business class email for the Clerk only @ £9.40 per month. (£112.80 pa)</p> <p>4. To defer the decision on Councillor emails until later in the year. Clerk to implement straight away.</p>	AB
109/2017	Working Groups/Committees: Council agreed to discuss this item at the meeting to be scheduled as above (106/2017)	
110/2017	Community Payback: The Clerk briefed the meeting on the Community Payback Scheme and how they may be able to use their services. Initial ideas included painting bollards, sign cleaning and deep cleaning the redways. Members to come up with additional ideas and feed back to Clerk.	ALL
111/2017	<p>Progress reports for information:</p> <ol style="list-style-type: none"> 1. Correspondence (fixed item) 2. Allotment Management (fixed item). Nothing to report 3. Parish Forum (fixed item). Nothing to report. 4. Suggestions for inclusion in precept December meeting. Members to email Clerk with suggestions. Clerk to send out reminder email regarding precept leading up to meeting in January 	AB ALL
112/2017	<p>Risk assessment for projects, where appropriate</p> <p>Council noted the H&S advice issued by MKC regarding litter picking.</p> <ol style="list-style-type: none"> 1. Risk assessment for new office space 	AB
113/2017	<p>Councillors' reports and items for future agendas</p> <ol style="list-style-type: none"> 1. Tesco Partnership (TBP). Karen Linley, Community Champion for Tesco attended the meeting and spoke to the Council regarding ways Tesco and KHMPC could work together. Tesco support the community in various ways, in the ways that the community needs. They have assisted with marshalling at charity events, allowed groups to fundraise in store by taking part in bag packs, they donate food to the Community Fridge and local charities. They have a 'Bags of Help' scheme that sees them award community groups/causes with grants of either £4,000, £2,000 or £1,000 for community based projects. They do not have the capacity to assist with any projects long term as it would restrict the amount of other people they are able to help. Tesco provide volunteers for community events and projects and will donate all materials and volunteers. Council thanked Ms Linley for coming. Council will continue to think about ways they may want to work with Tesco and bring back for future discussion. 2. Parkminster Play area update (JF). Tender period has closed as of 13.11.17. No news as to who has been awarded the contract. JF would be able to provide more information at the December meeting of Council. 3. For future discussion <ol style="list-style-type: none"> 1. Casework policy (VC) 2. Emergency plan (VC) 3. Allotment emergency plan 4. Bus timetables/routes (RH) 5. Members requested adding a fixed 'current projects/progress' item on future agendas 6. Quarterly Budget Report (RH/AB) 	AB

Signed _____ (Chair) Date _____