



# Minutes of the Full Council Meeting Kents Hill & Monkston Parish Council

Monday 13th December 2021, 7.30pm

At Kingston Library, Winchester Circle, Kingston, Milton Keynes, MK10 0BA

**Present:** Cllrs Nigel Cox (NC) – Chair, Jenni Ferrans (JF), Paul Grindley (PG), Vikas Chandra (VC)

**Attending** Cliff Schraibman Clerk/RFO

1. Ward Councillor Report Councillor Ferrans


### AGENDA

FC 91/21	<b>Apologies: To accept apologies and approve reasons for absence of members unable to attend the meeting:</b> Lou Fisher (LF), Glen Dersley (GD) and Taimyr Boungou-Pouaty (TBP) <b>All Approved</b>
FC 92/21	<b>Declarations of Interests:</b> Members to declare any disclosable pecuniary interests or personal interests (including other pecuniary interests), they may have in the business to be transacted and in any contract to be considered. <b>None</b>
FC 93/21	<b>Decision Required: Minutes of previous meeting.</b> To receive and accept as a true and correct record the minutes of the meetings held on 8th November 2021, <b>All accepted.</b>
FC 94/21	<b>Fixed item: Finance</b> <b>a) Payments to note - none</b> <b>b) Payments to approve:</b> RTM, MYES (see FC 82/21 from November), Royal Mail (Cllrs requested that the clerk obtain a hard copy invoice from Royal Mail for the rental of the box address), Hippey Accounting, <b>Arrangement of internal audit with Auditing Solutions Ltd (Adrian Shepherd Roberts).</b> <b>CLLR Chandra</b> asked that clerk find out what the methodology of the audit was and what sort of checks do they make? CLR Chandra also asked that we check the fidelity insurance and the paper trail from the external audit.
FC 95/21	<b>Fixed item: Decision Required and Feedback regarding planning Applications/Notifications.</b> 22 Bardsey – Clerk to register the parishes objection by 14 <sup>th</sup> December. 41 Crowborough Lane Still Awaiting an update from the council planning team, no new information since end of Oct <b>Application no: 21/03592/ADV Proposal:</b> Advertisement consent for the display of 2 x internally illuminated fascia sign 2 Winchester Circle, Kingston MK10 0BA <b>There were no objections from the council for this application.</b>
FC 96/21	<b>Update Dog and Litter Bins. Decision Required regarding reducing the number of bin emptying calls per week. 13<sup>th</sup> Dec – received the latest bin usage report from MYES. All agreed to keep the bins emptying regimen at the same level that it is currently</b>
FC 97/21	<b>Update Licencing Applications none</b>
FC 98/21	<b>Fixed Item: Decision Required: Consultations None</b>
FC 99/21	<b>HR Items.</b> Although HR have delegated authority to make decisions, the Chair has asked that the HR Tendering decision for next year’s payroll services, which is due to be in place by 1 <sup>st</sup> April 2022 must be decided by a full meeting of the council. The advert for the Warden Vacancy has been put up on all the noticeboards.
FC 100/21	<b>Feedback regarding tree order</b> So as not to confuse the 2 separate orders from, the council, the 2 Separate trees orders were placed separately; one for the Jubilee trees and one for replacement trees that were ordered prior to the Jubilee Tree announcement. Where possible, the Strawberry Trees in the original order will be replaced by a more suitable variety.
FC 101/21	<b>Update for Allotments Working Group</b> to undertake an end of year review of all plots. Letters to be sent to allotment holders who need to get plots in order. CLLR Grindley mentioned that the proposed changes to the allotment contracts are in SharePoint and he will bring the changed T&C’s to the next meeting in January. <b>Action:</b> a proposal of a rent and deposit increase for each of the plots on each site for 2023 to be put in the new contract thereby giving ample notice for next year’s tenants.

FC 102/21	<p><b>Councillor Updates:</b></p> <p><b>Newsletter:</b> The councillors decided that it would be best if the newsletter were to be delivered after Christmas.</p> <p><b>Finance/Bank Account Update</b> – Awaiting feedback from the 2 Cambridge Banks regarding the changed mandates (Cambridge Building Society and Cambridge and Counties Bank) as well as Metro Bank. Both Cambridge based banks confirmed that they had received the change requests.</p> <p><b>Benches Update:</b> 2 Benches have been ordered through The Parks Trust, a further one bench will be ordered after a public consultation, which will go out in the newsletter.</p> <p><b>Jubilee Celebrations:</b> Clerk to check with Rev Ruth Gookey regarding any plans for Jubilee Celebrations within the churches; Cllr Dersley put forth a proposal for a grant towards community events. This would be limited to £500 for each of the three estates. It was decided not to pursue this at this time as there might be too many competing applicants. However, Cllrs wished to explore the possibility of funding a parish-wide celebration fete with cinema</p> <p>The clerk will discuss suitable dates with the organisation that was previously engaged for the cancelled cinema event. The clerk will also contact Monkston Primary school to discuss availability and suitable dates.</p> <p><b>Priorities:</b> CLLR Ferrans will send the clerk any information that she has regarding our priorities.</p>
FC 103/21	<p><b>Defibrillators: Report Back and Next Steps.</b></p> <p>Clerk and Chair to be meeting at Christ the King Community Church in Kents Hill with Rev Gookey on the 22<sup>nd</sup> December, to discuss the logistics of siting the defibrillator. Warden will be trained to check status of unit and housing.</p>
FC 104/21	<p><b>Items for future discussions</b> – Cllr Chandra mentioned that we need to do another risk assessment as it should be carried out <b>at least once a year</b> and we have only done one so far this year.</p>
FC105/21	<p><b>Exclusion of press and public</b> – closed session for Clerk and councillor discussion. <b>Public Amenity Land Encroachment.</b> Cllr Ferrans will be bringing an update to this matter in our next meeting.</p>

Meeting Closed at 21:40

Date of next meeting: 10<sup>th</sup> January 2022, 7.30pm.

 . 2nd Feb' 2022.