



**Meeting of Kents Hill & Monkston Parish Council**  
**Monday 14th March 2022, 7.30pm**  
**At Kingston Library, Winchester Circle, Kingston, Milton Keynes, MK10 0BA**

Public Open Session (Max. 15 mins): To receive questions/statements from members of the public.

1. Ward Councillor Report Councillor Ferrans

**AGENDA**

FC 146/21	<b>Apologies:</b> To accept apologies and approve reasons for absence of members unable to attend the meeting.
FC 147/21	<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.
FC 148/21	<b>Decision Required: Minutes of previous meeting.</b> To receive and accept as a true and correct record the minutes of the meeting held on 14th February 2022 and the Extraordinary meeting on the 24 <sup>th</sup> February.
FC 149/21	<b>Fixed item: Finance</b> – the items in the list at the end of this table, which were due for payment or had recently been paid.
FC 150/21	<b>Feedback regarding planning Applications.</b> Cllr Grindley was going to check whether a Juliet Balcony that was Application No: 22/00428/CLUP Type: Certificate of Lawful Use (Proposed) Proposal: Proposed loft conversion, the erection of a rear dormer extension, the installation of rooflights to the front roof slope, the installation of 2 Juliet balconies to first floor rear elevation & replacement of ground floor rear pitched roof with flat roof. At: 6 Castle Acre, Monkston, Milton Keynes, MK10 9HS Planning Officer: Chloe Rawlings Valid: 24.02.2022 Consultation Expiry: No date, to note only.
FC 151/21	<b>The clerk</b> informed the councillors that our decision not to proceed with the devolved landscaping had been confirmed by MKC and that our decision has been noted.
FC 152/21	<b>Decision required: payroll quotes – see separate documents no 1, 2, 3. The tender submissions had been evaluated by the Parish Chair, Chair of the HR committee and Cllrs Bounvou-Pouaty,</b> and these were findings were presented to the councillors. A vote was taken for the proposal that we award Hippey Accounting Services the contract from 2022 – 2025. It was unanimously decided to award the contract.
FC 153/21	<b>Update Dog and Litter Bins.</b> Complaints continue to be received regarding upturned bins. Cllr Ferrans has notified MKC.
FC 154/21	<b>Fixed Item: Licencing Applications:</b> <ol style="list-style-type: none"> <li><b>1) Boroughwide Street Trading Consent – Renewal</b>              We have received an application from Soft99Whip (S99 WHP) on 04/03/2022 for 1 ice cream van to trade Boroughwide for the following times:              Monday to Sunday 15:00 to 20:00 Expiry 01/04/2022</li> <li><b>2) Boroughwide Street Trading Consent – Renewal</b>              We have received an application from MSJ Ice Creams (Reg FJ69 UYA) on 16/02/2022 for 1 ice cream van to trade Boroughwide for the following times:              Monday to Sunday 15:00 to 19:00 Expiry 22/03/2022</li> </ol>

	<p>Boroughwide consents allow for no more than 20 minutes trading in any 100 metre part of any one Consent Street on any one day.</p> <p><b>3) Dough&amp;co Milton Keynes Limited, No comments</b> 48 Winchester Circle, Kingston, Milton Keynes, MK10 0BA New Premises LICENSING ACT 2003</p> <p>The above application for a premise in your area was received by Milton Keynes Licensing Authority on <b>23/02/2022</b>. Brief details of the application are as follows:</p> <p><b>Application Details Supply of Alcohol</b> (on and off supply) Mon to Sun 12:00 to 22:30</p>
FC 155/21	<b>Fixed Item: Consultations Statutory - Connected Kerb Electric Vehicle Charging Parking Places (TRO-334)</b> Period:24/02/2022 - 17/03/2022
FC 156/21	<p><b>HR Items.</b> The recruitment of warden is underway with four responses received and one candidate has been interviewed. A revised Job Description has been created and the role responsibilities have been scaled down. As requested, a copy of the job application and description have been sent to Cllr Bounou-Pouaty. The job has been advertised on the Job Centre Plus Website.</p> <p>The clerk's appraisal was completed on the 18<sup>th</sup> February. Clerk is due to be getting married in May and was wondering whether the council would consider moving the May AGM and council meeting to either the first Monday of the month (2<sup>nd</sup> May) or preferably the last Monday (30<sup>th</sup> May)</p>
FC 157/21	<b>Allotments Working Group</b> the rent due notices and the tenancy agreements have been sent to all allotment holders, with payments due before the end of the month. Cllr Ferrans had suggested that these should perhaps be sent out in future in the new financial year. Clerk advised that there are now only two vacant plots (both on Monkston) <b>A vote on the amendments to the T&amp;Cs will be included in the agenda for next month's meeting .</b>
FC 158/21	Fortunately seeing as the latest tree order had to be cancelled as there were no Field Maple trees available, <b>MKC has mentioned the possibility of some extra trees, which had been left over from the original Jubilee trees offering, which were made available to the parishes. Cllr Ferrans will liaise with the council regarding these trees. There is still a need to plant, some</b> near the junction of the V10 and H8 on the Monkston corner and the remainder going to the hedging at the MP allotments. Clerk to find out from Phil Snell at MKC if the remaining trees that had been offered will be planted or whether we need to arrange that ourselves – 3 of the original 10 ordered were apple trees and these are being delivered to Cllr Grindley on Friday the 18 <sup>th</sup> March for planting in the allotments on Saturday 19 <sup>th</sup> March.
FC 159/21	<p><b>Clerk and Councillor Updates:</b></p> <p><b>Newsletter</b> Content. The Clerk had requested that councillors contribute ideas for the next newsletter and the following items were discussed and were considered as suitable content: - The complete revamping of Ulverscroft play area as well as the 2 new benches on Monkston Park Green Cllr Gridley has kindly offered to take photos for the newsletter. Consultation on Benches and Lindisfarne Cllr Boutay suggested that School's submit reports of events and items of interest to the community, A survey regarding whether residents were interested in a Keep Fit Club and what sort of classes they would like to attend.</p>

Publicising of the MK Play Sessions during the Easter School Holidays and also publicising the Jubilee Cinema Event on the 3<sup>rd</sup> June.

The Chair had asked whether it would be possible to revamp the newsletter's front page, Cllr Ferrans was in agreement with this but asked that some of the "branding" stay the same. It had been assumed that Dr Jane Harrington would edit the newsletter again but this has not been verified.

**Finance/Bank Account Update** – Metro Bank now have everything they need and hope to have the internet banking sorted by the middle of this month – this task is done by their IT division in London.

The councillors had suggested that the clerk send a written letter Cambridge Building Society confirmed that they have everything they needed and are getting our documents processed – they have said there is a backlog of cases to resolve.

**Benches Update:** Siting of one more bench, (in this year's budget)

**Play Areas:** Time to give the next project some thought – Chair suggested gym equipment ought to be a consideration.

**Jubilee Celebrations:** Feedback regarding the 3<sup>rd</sup> June Cinema Event. Clerk has been in contact with Friends of Monkston who are going to arrange some events on the day and let us know by Friday.

#### **Youth and Senior Citizens outreach work.**

Clerk has made contact with Wavendon Gate Youth Café (known as Pulse MK) – only a general email address, no other contact details were available on their website. An update will be given at the meeting.

The Chair had also suggested that we may have an outreach to the senior members of the parish perhaps in the care homes e.g. days out for pensioners. This has yet to be arranged, are there any councillors who would be keen to get involved in this initiative?

**Feedback from** Cllr Bounou-Pouaty regarding progress with fitness classes.

**MK Play** – The Clerk has arranged with MK Play to deliver six sessions over the Easter holidays at 3 venues -the finalised dates **for Easter Play Sessions are:**

#### **Easter Play Sessions:**

Tuesday 12<sup>th</sup> - Kents Hill Pavilion (2pm-4.30pm)

Wednesday 13<sup>th</sup> - Monkston Community Centre (9.30am-12pm)

Thursday 14<sup>th</sup> - Monkston Park Community Centre (9.30am-12pm) (Off Collindale St)

Tuesday 19<sup>th</sup> – Kents Hill Pavilion (2pm-4.30pm)

Wednesday 20<sup>th</sup> – Monkston (9.30am-12pm)

Thursday 21<sup>st</sup> – Monkston Park (9.30am-12pm) (Off Collindale St)

Total of sessions: 6 x£400 = £2,400

Clerk is going to arrange with Charlie & Leo Studios to design and print a flyer publicising the Play Sessions. They will also be creating a digital version for use on the website and Facebook page.

FC 160/21	<b>Defibrillators: Report Back and Next Steps.</b> The first Defibrillator was being installed, and should be running by the middle of this week (14-16 March). The cost to install the unit will be £95 and will be paid for by the Church with the parish paying the church, who have also said that they will be putting the defibrillator on their own insurance, seeing as it is attached to their building. The councillors were asked to consider training on defibrillators.
FC 161/21	<b>Items for future discussions</b> - to receive Councillors' items for future agendas.

Payments to Approve and Note  
 Installation of Defibrillator £45  
 Clerk's salary £2,452.32  
 Pension Contribution £931.09  
 HMRC £1,047.58 + £584.36  
 MYES £1,020  
 RBS £124  
 SLCC £230

Date of next meeting: 11<sup>th</sup> April 2022, 7.30pm.