



Minutes from Meeting of Kents Hill & Monkston Parish Council

Held on Monday 14th March 2022, 7.30pm

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

Present: Cllrs Nigel Cox (NC) – Chair, Councillors Jenni Ferrans (JF), Paul Grindley (PG), Taimyr Bounbou-Pouaty (TBP); Lou Fisher (LF) **Attending:** Cliff Schraibman Clerk/RFO

Open Session Cllr Bounbou-Pouaty is considering introducing fitness classes to the community, he introduced Michael Easton, a personal trainer to come and talk to the councillors.

The councillors suggested that the classes should be aimed at people needing to start getting fit or recovering from illness etc or needing to stay fit though disabled etc. Cllr Bounbou-Pouaty is to come back with a costed proposal and suggestions about advertising to parish councillors for comment as soon as possible. The feedback received could form part of a final proposal, which would be produced for the next parish council meeting.

Ward Councillor Report: Councillor Ferrans did not provide any update at this meeting.

Minutes.

FC 146/22	Apologies: To accept apologies and approve reasons for absence of members unable to attend the meeting. Cllrs Chandra and Dersley - accepted.
FC 147/22	Declarations of Interests: 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. None that were relevant to this meeting nor any of the decision to be taken.
FC 148/22	Decision Required: Minutes of previous meeting. 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 th February. All accepted.
FC 149/22	Fixed item: Finance – the items in the list at the end of this table, which were due for payment or had recently been paid.
FC 150/22	Feedback regarding planning Applications. Application No: 22/00428 This application has merely been noted as this is a certificate of lawfulness.
FC 151/22	Feedback: Devolved Landscaping: The clerk informed the councillors that our decision, which was not to proceed with devolved landscaping had been confirmed by MKC and our written confirmation had been noted by Kay Pettit, the parish liaison at MKC.
FC 152/22	Decision made: Payroll quotes –The tender submissions were evaluated by the Chair, the Chair of the HR committee, as well as Cllr Bounbou-Pouaty and the Clerk. Seventeen companies were put forward, however, all but 7 were either duplicated or sole traders and therefore excluded. Of the 7 which were invited to quote, only 3 made submissions. The following analysis was presented to the councillors with comments and scoring as follows: Organisation “M”, although able to provide all the services required were deemed too expensive as their target market were larger organisations (although their costs per employee were competitive their minimum monthly payment was £150). They scored 63 (and a pass). Organisation, “D”, were unable to display the resilience that the parish required, despite scoring 73 they did not pass the crucial criteria that we deemed essential – insufficient backup arrangements. Organisation “Hippey Accounting” offered sufficient resilience and backup capabilities, for a price that was considered very competitive, and they scored 95. A unanimous vote awarded organisation “Hippey Accounting” the contract, which was due to run from April 2022 to March 2025. It was also decided that the positions of Chair, as well as that of Chair of the HR committee be nominated as contacts for the payroll supplier from now on.

FC 153/22	<p>Update Dog and Litter Bins. Complaints continue to be received regarding upturned bins. Cllr Ferrans has notified MKC and requested that the clerk contact Tony Brown (the local litter representative at MKC) for advice regarding upturned bins. The Chair also asked the clerk to confirm with our bin emptying suppliers whether they are emptying L16 on the Brinklow Roundabout as this one also regularly overflows. The Chair also mentioned that bin L27 off Crowborough Lane has been regularly overflowing. The Councillors also asked if they could receive a copy of the latest fill report and that they require this on a regular basis, it was also suggested that receiving this report ought to be a pre-condition for payment.</p>
FC 154/22	<p>Fixed Item: Licencing Applications:</p> <ol style="list-style-type: none"> 1) Boroughwide Street Trading Consent – Renewal - No comments Soft99Whip (S99 WHP) on 04/03/2022 2) Boroughwide Street Trading Consent – Renewal - No comments We have received an application from MSJ Ice Creams (Reg FJ69 UYA) on 16/02/ 3) Dough&co Milton Keynes Limited - No comments 48 Winchester Circle, Kingston, Milton Keynes, MK10 0BA
FC 155/22	<p>Fixed Item: Consultations Statutory - Connected Kerb Electric Vehicle Charging Parking Places (TRO-334) Councillors had been asked to look at this consultation, however none of the points concerned were in our parish.</p>
FC 156/22	<p>HR Items.</p> <ol style="list-style-type: none"> 1) The recruitment of warden is still on-going 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. 2) The clerk’s appraisal was completed on the 18th February and once the completed form is returned a decision item for the various topics will be included in next month’s agenda. 3) The Clerk informed the councillors that he is due to be getting married in May and requested that the council consider moving the May AGM and meeting to either the first Monday of the month (2nd May) or preferably the last Monday (30th May). Four councillors voted in favour of the end of May being a suitable date. Clerk mentioned that he would change the publicised date on the noticeboards and on the Web page.
FC 157/22	<p>Allotments Working Group 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 be sent out in future in the new financial year. Clerk advised that there are now only two vacant plots (both on Monkston) A vote on the amendments to the T&Cs will be included in the agenda for next month’s meeting.</p> <p>Clerk action to move the funds in the allotment bank account to the main account at the end of the month and just leave the deposits in the allotment deposit account.</p>
FC 158/22	<p>The latest tree order had to be cancelled as there were no Field Maple trees available, but MKC has mentioned the possibility of some extra trees, which were still available from the original Jubilee trees offering that was made available to the parishes. Cllr Ferrans will liaise with the council regarding these trees. There is still a need to plant, some trees 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, which had been offered will be planted by MKC 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 18th March for planting in the allotments.</p>
FC 159/22	<p>Clerk and Councillor Updates:</p> <p>Newsletter 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: -</p>

- 1) The complete revamping of Ulverscroft play area as well as the 2 new benches on Monkston Park Green. Cllr Grindley will take photos of these 2 items for the newsletter.
- 2) Consultation on Benches and Lindisfarne.
- 3) Cllr Boungou-Pouaty suggested that School's within the parish be given the opportunity to send reports of events and items of interest to the community for inclusion.
- 4) A survey regarding whether residents were interested in a Keep Fit Club and what sort of classes they would like to attend.
- 5) Publicising of the MK Play Sessions during the Easter School Holidays and also publicising the Jubilee Cinema Event on the 3rd June.

The Chair had asked whether it would be possible to revamp the newsletter's front page, with some of the "branding" retained to ensure that the newsletter was familiar.

Finance/Bank Account Update – Our main bank now has everything they need and expect to have the internet banking sorted by the middle of April– this task is done by their IT division in London. The councillors had suggested that the clerk send a written letter to our other bank confirming that they have everything they needed and are getting our documents processed – they have said there is a backlog of cases to resolve, and they are short staffed. Clerk to send a letter insisting that this gets resolved as soon as possible.

Benches Update: This is one of the items that will be for consultation with the residents in the next newsletter.

Play Areas: Chair suggested gym equipment ought to be a consideration. Cllr Ferrans mentioned that a question on the previous parish survey had indicated very little interest in outdoor gym equipment. This may be considered for inclusion in the newsletter in case views had changed.

Jubilee Celebrations: Feedback regarding the 3rd June Cinema Event. Clerk has been in contact with Friends of Monkston who are arranging the following events/activities on the day: MK Ices, drinks, snacks, sweets and popcorn for sale, a tombola style game, and a kids Jubilee trail around the school playground. The Chair mentioned that the film licensing organisation had informed him that we were going to be needing a perpetual license and he would inform them that this was not the case.

Facebook Page: a new Facebook page will be created.

Youth and Senior Citizens outreach work.

Clerk has contacted Pulse MK and has received information detailing pricing and offerings. Cllr Ferrans mentioned that the councillors would like to meet, either on-line or virtually, with those parishes that have successful outcomes to understand their Youth Work (who is doing it and how they deliver it?). The following councillors mentioned that they too would be interested in meeting with these parishes to understand the delivery process: Cllrs Cox, Ferrans, Boungou-Pouaty and Fisher. Cllr Dersley was not present in the meeting, although he too may be interested in attending any meetings when they are arranged.

Fitness classes Feedback from Cllr Boungou-Pouaty was keen to get all the councillors involved in this initiative. Suggestions were made as to how we would conduct these classes – see open forum discussion at the beginning of this document.

Play Sessions – 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:

	<p>Easter Play Sessions: Tuesday 12th - Kents Hill Playing Fields (2pm-4.30pm) Wednesday 13th - Monkston Community Centre (9.30am-12pm) Thursday 14th - Monkston Park Community Centre (9.30am-12pm) (Off Collindale St)</p> <p>Tuesday 19th – Kents Hill Pavilion (2pm-4.30pm) Wednesday 20th – Monkston (2pm-4.30pm) Friday 22nd – Monkston Park (2pm-4.30pm)</p> <p>Total cost of sessions: 6 x£400 = £2,400</p> <p>Clerk is going to ask MK Play for a digital copy of their Facebook page for use as a flyer for the notice boards and also for use on the website and our Facebook page. MK Play has sent a link for parents to book on the sessions. This will capture details on the attendees. It was also suggested that MK Play publicise our sessions on their Facebook page. Cllr Ferrans asked Clerk to confirm whether access to the toilets would be needed?</p>
FC 160/22	<p>Defibrillators: Report Back and Next Steps. The first Defibrillator was being installed and should be running by the end of March. The revised cost to install the unit will be £95 and will be paid for by parish via the Church, as it is attached to the Church's building and will need to be on their own insurance. The councillors were asked to consider training on defibrillators. A new defibrillator has been installed in the Monkston CT.</p>
FC 161/22	<p>Items for future discussions - to receive Councillors' items for future agendas.</p>

Payments Approved

Installation of Defibrillator (payment to Chris the King Catholic Church £95)

MYES £1,020

RBS £124

SLCC Membership £230

Staffing costs £3,522.27

Date of next meeting: 11th April 2022, 7.30pm.

Minutes Approved by the Chair Cllr Nigel Cox

Date 30th May 2022

Signature

