



Minutes of the Meeting of Kents Hill & Monkston Parish Council

Monday 9th January 2023, @ 7.30pm

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

Present: Nigel Cox – (Acting Chair), Jenni Ferrans, Taimyr Boungou-Pouaty, Vikas Chandra and Glen Dersley
 Attending: Cliff Schraibman Clerk/RFO

Minutes

FC 129/22	Apologies: To accept apologies and approve reasons for absence of members unable to attend the meeting. Cllrs Grindley and Fisher accepted
FC 130/22	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 declared
FC 131/22	Decision Required: Minutes of previous meeting. To receive and accept as a true and correct record the minutes of the meetings held on the 12 th December 2022. Accepted with one alteration – agenda item FC 114/22 Lillieshall Hedge to be changed from Cllr Grindley to Cllr Dersley.
FC 132/22	Finances Payments to note - the items in the list at the end of this table, which were due for payment or have recently been paid. Payments to approve; Locum clerk £283.05 approved Budgets – Councillors’ suggestions regarding projects – precept to be sent to MKCC by 1 st February – see separate document submitted by the Chair for suggested projects. Cllrs decided to have an extra meeting later in the month to discuss and decide on the budget. <i>The councillors decided to have the allotment year run from March to October and 2 host 2 Cinema events.</i>
FC 133/22	Decision Required: Fitness Classes <i>All councillors voted to have Lloyd Nurse from Lean Living Fitness to continue with the fitness classes Councillors voted for a budget that would cover up to 3 sessions per week - the actual days to be determined by the availability of the venue and the trainer. There would not be any criteria for this offering based on the numbers of attendees. The external publicity will be just for the 2 Monday classes, and the existing attendees may wish to go to the extra class. Councillors delegated further funding for the equipment and the fitness instructor would be expected to bring the equipment to each session. An amount of £180 delegated for the equipment was agreed. Clerk to request A4 publicity flyer from fitness trainer.</i>
FC 134/22	Decision Required – Dates and Costs for 2 Newsletters – Spring issue to publicise Cinema Day (Coronation Event on 6 th May & MK Play Sessions over Easter), suggest final delivery date is week before Easter – Reach Distribution latest Friday 24 th March. Summer Edition to publicise MK Play sessions over summer holidays – reach distribution latest 7 th July. <i>See costs for different page newsletters in accompanying documents. Councillors have asked for 3 X 16 page newsletters (this is made up of 4 sheets of A4 folded in half to make A5 sheets – this will total £7,200 for 3 X 16 page newsletters – allowing for inflation.</i>
FC 135/22	Decision Required HR – to extend warden's probationary period to February's council meeting as end of probation assessment has not been completed. Warden has not completed all the training and was happy to have his probationary period extended. Councillors agreed to extend the Warden's probationary period.
FC 136/22	Decision Required Finalised Dates to engage the services of MK Play for Easter, and Summer Holidays- see separate dates and prices quotes from MK Play. <i>Councillors voted to have 2 weeks of sessions over the Easter break and 3 weeks of sessions over the summer. Councillors also expressed an interest in hosting a “Summer of Play” session and also spoke about activities for young people (adolescents). This was to be explored further at the next meeting.</i>
FC 137/22	LAT: Update to request for additional financial information from MKCC It was decided that all the councillors were to be involved in this initiative. Clerk has asked councillors if they could put forward dates that they are available. Cllr Chandra mentioned that he is unable to do Thursdays and Fridays and Cllr Ferrans has mentioned that she was unable to do Thursdays.
FC 138/22	Decision Required: Bins – see accompanying photos taken by warden of bins in our parish that could be refreshed/rejuvenated or replaced. Budget for new bins is £4,500 to date spent £990. Dog Bins range from £135 for 25L – to £185 for 45L. Litter bin pricing from MKCC – prices for a dual litter bin start at £608 plus £60 for installation. Cllr Cox has asked that the bin numbers be put on the new bins. This item was deferred.

FC 139/22	Update Fences Quotes for Monkston Park Allotment - see separate document. Clerk has mentioned that we are going to be using the Taurus Group as their costs were the best value for money. Chair was keen to have a gate installed. Clerk was to find out how much extra this would be, but the order can be placed if the gate was in the allotted budget agreed at a previous meeting.
FC 140/22	Decision Required: Benches Council to consider placing benches on Monkston Green Cllr Cox was going to circulate a map which he has drawn-up. He will get in touch with Monkston CC management and request their permission to have the benches sited on the green. This will be brought back to the next meeting.
FC 141/22	Decision Required: Planning Applications Application No: 22/03158/DISCON Type: Discharge of Conditions Location: Unit B Libra, Maidstone Road, Kingston, Milton Keynes, MK10 0BE No objections Proposal: Approval of details required by condition 4 (Cycle parking) of permission ref. 22/00769/FUL Application No: 22/03206/CLUP Type: Certificate of Lawful Use (Proposed) Location: 20 Islington Grove, Monkston Park, Milton Keynes, MK10 9QA No objections Proposal: Certificate of Lawfulness for proposed loft conversion with rooflights to front and rear roof slopes.
FC 142/22	Decision Required: To purchase a laptop for the Warden - see separate supporting document for spec and pricing. The price for an ASUS laptop was £349. The councillors all voted in favour.
FC 143/22	Decision Required: Annual Parish Council Activities Timetable – Cllrs to feed back any changes before each meeting’s agenda is published - see separate supporting document. Clerk mentioned that it would be easier and less time consuming if we planned proactively and to this end the drafting of a calendar of events that all could refer to was welcome. . Cllr Ferrans has asked that the preparation dates need to be included in the planning calendar. Cllr Cox asked whether the April and May parish council meeting could each be moved forward one week due to the bank holidays – all agreed Meetings will now be held on the 3 rd Monday in April and May. Annual meeting of the Parish also needs to be included in the calendar. Cllr Ferrans asked what the councillors would like to do for the annual meeting of the parish – this was to put be on the agenda for February’s meeting so that a decision could be made when this would be held.
FC 144/22	Standing item: to note any decisions made by the clerk. Clerk’s decision to increase the budget for the Peninsula HR contract by £500 due to an error made in the last meeting on the price quoted. Cllr Ferrans has mentioned that it might be a higher amount.
FC 145/22	Decision Required HR a) On the level of the Work from Home allowance given the change in tax position – this was deferred to the next meeting To adopt the proposed Appraisal procedure and form - deferred as the modified procedure not circulated.
FC 146/22	Items held for future meetings: - Appraisal procedure, Work from Home allowance, Parish Meeting and the Lanercost play area – these items would be added to the next meeting’s agenda. Lilleshall hedge to be added to May’s agenda.

List of Payments to Approve and some to note (Amounts shown exclude VAT): -

MYES £1,172.50; Payroll Costs £4,117.61; HMRC £565.85; Bucks Pension Fund £968; Hippey Payroll Services £30; Lean Living Personal Training £400; 123REG £115.06; KEE IT £136.56; CAB £753.25. RENEW Warm Spaces Grant £500; Wave Water (for KH allotment site) £29.15 & £51.98

Minutes Approved by the Chair Cllr Paul Grindley
Date: 23 rd January 2023
Signature: 