



Meeting of Kents Hill & Monkston Parish Council  
 Monday 13th February 2023, @ 7.30pm  
 Kingston Library, Winchester Circle, Kingston, Milton Keynes, MK10 OBA

Present: Cllrs Nigel Cox (Chair), Jenni Ferrans, Lou Fisher, Vikas Chandra, Glen Dersley.  
 Attending: Cliff Schraibman Clerk/RFO

Minutes

FC 149/22	<b>Apologies:</b> To accept apologies and approve reasons for absence of members unable to attend the meeting. Cllr Grindley and Boungou-Pouaty accepted
FC 150/22	<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. Cllr Chandra – <b>Parking item on the agenda.</b>
FC 151/22	<b>Decision Required:</b> Minutes of previous meeting. To receive and accept as a true and correct record the minutes of the meetings held on the 23 <sup>rd</sup> January 2023. <b>All agreed</b>
FC 152/22	<b>Finances</b> <b>Payments to note</b> - the items in the list at the end of this table, which were due for payment or have recently been paid. Cllrs agreed to the transfer of £53,000 to Cambridge and Counties Bank savings account.
FC 153/22	<b>Decision Required: Youth Services</b> <ol style="list-style-type: none"> <li>a) To confirm in principle that the Parish Council will run activity sessions for older children as summer holiday activities this year. <b>This was agreed</b></li> <li>b) To appoint a working party to propose the requirements for the co-ordinator and how much and what to offer, venues etc. <b>This was agreed and Cllrs Cox and Dersley offered to be involved in this initiative and Cllr Fisher offered to do some research on what activities the schools do with their students which are well attended.</b></li> <li>c) To consider whether assistance with any other community events or outreach should be put into the same job description or whether other staff or services should be recruited separately. <b>It was agreed that organising youth activities this would be part of the job description of a community officer's role.</b></li> </ol>
FC 154/22	<b>Feedback – Copy for Spring Newsletters –</b> Spring issue to publicise Cinema Day (Coronation Event on 6 <sup>th</sup> May & MK Play Sessions over Easter), last year's expenditure and budget going forward current level of activity means we will have a deficit - increase the precept. New bins, litter pickers date, Swifts nesting in Kents Hill, Fence for Monkston Park Allotment. Litter picker events.
FC 155/22	<b>Update Cinema Day arrangements</b> Cllr Dersley suggested that the highlights of the Coronation could be shown between the two feature films-dependent on BBC licensing. Cllrs requested that Clerk get a link to the film options and send it to them, in order to select the films. Clerk will liaise with Vector Lighting regarding the licenses and will ensure they are in place for the event.  Feedback from Climb Quest Regarding the schools. Monkston School has already taken a group of disadvantaged school children to this activity and the other schools in the parish are also planning activity days at the venue. Ecological Update – Swifts nesting in Kents Hill, Cllrs suggested that this could be used for the newsletter. Fence for Monkston Park Allotment has been completed and paid for. LAT: Update meeting with MKCC tentatively arranged for the 22 <sup>nd</sup> February at 1:30 p.m. at Civic Centre, Cllrs suggested that Colin Bowker also gets invited to the meeting. Cllrs wanted clerk to circulate the usage figures – this was given at the initial meeting with the MCC.
FC 156/22	<b>Decision Required:</b> <ol style="list-style-type: none"> <li>a) Councillors to decide to change the allotment year to run from the beginning of March to the end of October for this coming year <b>all agreed – this revised allotment calendar year will start on the 1<sup>st</sup> November 2023</b></li> </ol>

	<p>b) Cllrs decided to increase the charges for allotments by 10% (rounded). It was pointed out that the pricing hasn't changed since March 2021. The new prices would come into effect on the 1<sup>st</sup> November 2023. Clerk to notify allotment holders of the increased costs of the allotment rental across the three size plots with at least 6 months' notice.</p> <table border="1"> <tr> <td>A Plot (small) = 0 - 62 sqm</td> <td>From £26.45 per year</td> <td>To £29.00 p/y = 56p per week</td> </tr> <tr> <td>B Plot (med) = 63 - 125sqm</td> <td>From £52.90 per year</td> <td>To £58.20 p/y = £1.12 per week</td> </tr> <tr> <td>C Plot (large) = 126 - 250 sqm</td> <td>From £79.35 per year</td> <td>To £87.30 p/y = £1.68 per week</td> </tr> </table>	A Plot (small) = 0 - 62 sqm	From £26.45 per year	To £29.00 p/y = 56p per week	B Plot (med) = 63 - 125sqm	From £52.90 per year	To £58.20 p/y = £1.12 per week	C Plot (large) = 126 - 250 sqm	From £79.35 per year	To £87.30 p/y = £1.68 per week
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FC 157/22	<p><b>Decision Required</b> HR Report Back on Warden's probation period and Works plans for next 3 months - report to follow from the env working group (conditional on item FC 167/22 being passed below). Proposal for warden's work program was sent around by the Environment Working Group. condition of the bins and bin emptying, Hedges, recycling, the allotment checks. Liaise with litter pickers and organise a litter picking session in mid-April (publicise in the newsletter).</p> <p>Cllr Chandra asked about abandoned shopping trolleys and the excessive litter between Kingston and Monkston – It was suggested the warden could monitor and report both the status of these two issues to Cllr Ferrans.</p>									
FC 158/22	<p><b>Decision Item:</b> Landscaping contractors have reduced the hedgerow to ground level behind the properties in Frithwood Crescent. This work has also exposed the rubbish residents have been dumping on to this land before the Council removed the undergrowth. <b>Next steps and council actions?</b> This needs to be reported to the council.</p>									
FC 159/22	<p><b>Decision Required:</b> Benches to agree to purchase and install 2 benches on Monkston Green. Cllr Cox will get the management Committee's permission to site the benches on the green; costs would be £2,400 including siting the wooden benches. <b>All agreed to the costs and the siting of the benches subject to MCC agreeing and suggesting a suitable location.</b></p>									
FC 160/22	<p><b>Decision Required: Planning Applications</b>  <b>Application no: 23/00075/HOU</b>          Proposal: The conversion of the garage into living accommodation, including associated alterations and the erection of a single storey rear extension linking the garage to the main dwelling. Loft conversion with front and rear dormers and side roof lights. New ground floor window and alterations to existing first floor windows (resubmission 21/02941/FUL) – see circulated plans.          At: 41 Crowborough Lane Kents Hill Milton Keynes MK7 6HE - 23rd February 2023.  <b>No reference in application to what the boundary treatments would be (e.g., shows 2 parking spaces in an area which is currently a hedge, no reference to drop kerbs etc). There are bats that live in the trees, also badgers and foxes that live nearby; the light pollution from the extra glazing will most likely deter them from continuing to inhabit this area – the environment officer for the council will need to undertake a bio-diversity survey No parking which means they will park on the roadside and the hedge will be removed and the council won't object as they are not aware of the hedge.</b></p> <p><b>Application No: 23/00226/PRIOR      Type: Prior Notification/Approval</b>          Location: Telecommunications Mast, Timbold Drive, Kents Hill Park, Milton Keynes,          Proposal: Prior notification for the installation of 1 no. 20m telecommunications street works pole, 1 no. equipment cabinet, 1 no. side pod cabinet, 1 no. meter cabinet, 6 no. bollards and associated ancillary development. <b>Consultation Expiry: 03.03.2023 – Cllrs objected as it was originally a larger mast that could have been shared with the other providers, prefer to have multiple masts that could be shared. This single mast will have an impact on the new housing estate and an additional mast will need to be installed to serve the estate.</b></p>									
FC 161/22	<p><b>Decision Required:</b> Parking issue 8 Badgers Oak, Kents Hill. The resident at no 8 Badgers Oak parks his large commercial pickup on a bend in the roadway, and this is causing access issues for the residents.</p> <p>Cllr Chandra asked whether a letter can be sent to the resident enquiring why he is parking in that space and informing him that it is inconsiderate parking and requesting that he parks in his driveway and also to</p>									

	contact the emergency services to enquire whether a fire appliance would fit through the space in the event of a emergency.
FC 162/22	<p><b>Decision Required</b> Bins - to agree the purchase of replacement litter and dog bins and litter picking and graffiti removal equipment along with the relevant PPE- report from Env working group referred to in FC 157/22 above.</p> <p>Bins to be replaced are as follows: 1 dog bin, D16 on a lamp post near the V11 in Monkston - a bin with a wide fitting to encompass the lamp post, without blocking the inspection cover.</p> <p>Two litter bins need replacing: L15 on Chippenham Drive, badly rusted and L04 on the V10 on the Monkston Park side – rusted and won't close. <b>All agreed</b></p> <p>Clerk to purchase 2 types of graffiti removal solutions and test them on the graffiti.</p> <p><b>Note:</b> Clerk has bought 10 bag hoops for the litter pickers.</p>
FC 163/22	<p><b>Standing item:</b> to note any decisions made by the clerk.</p> <p><b>Items to note</b> Clerk's increased the Fence payment by £500 in consultation with Chair and Deputy This was in order to add a gate onto the fence installation – this amount is within the council's approved budget. Clerk completed the final order for litter pickers (and items) approved in December's meeting (bags and hoops).</p>
FC 164/22	Items held for future meetings - Lanercost play area, Lilleshall Hedge
FC 165/22	<b>Decision Required:</b> Exclusion of Press & Public. To resolve to exclude the press & public from the following agenda item under the Public Bodies (Admission to meetings) Act 1960, and schedule 12a of the LOCAL GOVERNMENT ACT,1972, clause 7 and 8, due to the exempt information about the business to be transacted
FC 166/22	<p><b>Decision Required</b></p> <p>1) To agree a way forward for the Working from Home Allowance – see separate working paper. <b>This was agreed.</b> <b>The modified appraisal document consulting all Cllrs whether they have comments, which had not been included in the agenda.</b></p> <p>Cllr Chandra mentioned that the revised appraisal form contains some repetitions; in addition he stressed that there are 2 aspects to the report, developmental and performance and that these 2 separate items need to be made clearer.</p> <p>As we are a public sector there are equality considerations, which are linked to performance and this needs to also be included in the appraisal. Cllr Ferrans accepted that this was a valid point and would consider ways to incorporate these revisions in the document.</p> <p>2) To agree making the Warden permanent All agreed and agree a salary of £10.75 per hr.</p>

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

MYES £1,212; Payroll Costs £3,389.13; HMRC £503.67 Bucks Pension Fund £963.05; Hippey Payroll Services £30; Lean Living Personal Training £400; 123 Reg Domain Name Renewal £11.99, R Kemp Gardening Services - £375; Monkston School £470; Lean Living £450 (Classes), £180 (Fitness Equipment); MKCC Library £243, Taurus Fencing £3709.44

Date of next meeting: 13<sup>th</sup> March 2023, 7.30pm.

Minutes Approved by the Chair Cllr Paul Grindley
Date: 17th April 2023
Signature: 