



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

Monday 15th May 2023, @ 7.30pm

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

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

Ward Councillor Report: Councillor Ferrans

## Minutes

FC 19/23	<p><b>Apologies:</b> To accept apologies and approve reasons for absence of members unable to attend the meeting. Cllrs Smith (Sharon) and Warthall sent their apologies. Cllr Dersley was absent from the meeting</p>
FC 20/23	<p><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>No declarations of interest were raised.</b></p>
FC 21/23	<p><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 the 17<sup>th</sup> April 2023. <b>This was discussed in the AGM and the minutes have been deferred to the next meeting.</b></p>
FC 22/23	<p><b>Decision Required Monkston Community Centre</b></p> <ol style="list-style-type: none"> <li>To appoint members to a working group (Cllrs Cox, Bowker, Grindley, Smith (Sharon) and Ferrans were appointed); Cllr Bowker will arrange a meeting of this working group for a date in early June.</li> <li>To delegate the budget for the structural and lifetime maintenance survey to the clerk in discussion with the members of the working group. Cllrs agreed, clerk instructed to ensure that 3 quotes are taken for any contractor work required.</li> </ol> <p>The Clerk was instructed to write to a letter to MK City Council formally confirming interest in the transfer of Monkston Community Centre to the Parish.</p> <p>The letter was to inform the Milton Keynes City Council that their timetable for the asset transfer was only received by the Parish Council after the deadline for setting the Parish's precept. This meant that the Parish Council would not have been able to raise sufficient funds to cover the costs of the ongoing maintenance of the building in this financial year. It would also be unreasonable for the Parish Council to expect user groups to pay an excessive increase in their charges to cover the on-going maintenance costs.</p> <p>The Parish Council is now in the process of finalising the plans for the asset and have a good understanding of the requirements to ensure adequate and compliant maintenance and management for the future sustainability of the building for the community.</p> <p>With this in mind, the Parish request a handover timetable as follows: -</p> <ul style="list-style-type: none"> <li>By 30 September - full application</li> <li>By 31 December - agree draft heads of terms</li> <li>With the transfer of the asset taking place on 1st April 2024</li> </ul>
FC 23/23	<p><b>Decision Required</b></p> <p>To complete and deliver the expression of interest form for the LAT for KH Pavilion or to express no interest. The KH Pavilion had been withdrawn the from the LAT scheme, and this was only after the agenda had been publicised. However, the parish council would notify MKCC that the Parish would like to be involved in any forthcoming discussions on the future of this site.</p>
FC 24/23	<p><b>Finances</b></p> <p>Payments to note - the items in the list at the end of this table, which were due for payment or recently paid.</p> <p><b>Decision Required:</b></p> <ol style="list-style-type: none"> <li>To appoint 2 new councillors as signatories for all 3 bank accounts – Metro Bank, Cambridge &amp; Counties Bank, Cambridge Building Society – Cllrs agreed for Cllrs Colin Bowker, and the Chair, Cllr Paul Grindley, to be included as signatories for the parish council's accounts at these 3 banks.</li> <li>To renew the Clerk's Signing authority with Metro Bank and Cambridge Building Society. Cllrs agreed for the clerk to be a signatory of the Parish Council's accounts at both of these banks.</li> </ol>

FC 25/23	<b>Standing item:</b> Items to note: Decisions made by the clerk under delegated powers to continue services that the parish has approved. Addition of new Exchange Server user licenses through Kee IT £226, New Councillor Induction Training Course through BMK ALC £10 Cllr Grindley will create accounts for any councillors who need access to parish On-Line.																					
FC 26/23	<b>Decision Required:</b> Insurance Policy for 2023/24 onwards – see supporting documents and supplier quotations from Zurich and BHIB. Cllrs agreed in favour of selecting Zurich again and Cllrs agreed extra the budget.																					
FC 27/23	<b>Item to note:</b> Item to Note the Census data currently available about the ward and consider its implications for the parish plan.																					
FC 28/23	<b>Feedback MKPlay Attendance Numbers for Easter Play Sessions:</b>																					
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FC 29/23	<b>Decision Required</b> to Reschedule the Cinema Day. Cllrs decided that the weekends of the 8 <sup>th</sup> and 9 <sup>th</sup> or the 15 <sup>th</sup> and 16 <sup>th</sup> July would be best as drier weather can often be expected during July – this would be dependent on availability of the service providers. Clerk was instructed by the Cllrs to check which of these dates were available.																					
FC 30/23	<b>Decision Required</b> <ol style="list-style-type: none"> <li>to renew the contract for the CAB outreach service until 31<sup>st</sup> May 2024 and give the updated price – Cllrs voted to continue the rolling contract which has a 3 month clause until such time as the contract comes up for renewal in May 2024 – this will give Cllrs adequate time to review the budget before March 2024 and review the contract with MK CAB</li> <li>to Vire funds from reserves to correct an oversight in the budget. The budget was set at £3,000 and the service will cost £4,292 for the next year – see report from MK CAB Cllrs agreed to vire the budget shortfall from the reserves account code.</li> </ol>																					
FC 31/23	<b>Decision Required Planning applications</b> <b>Application No: 23/00894/HOU</b> Type: Householder Application Location: 48 Kilwinning Drive, Monkston, Milton Keynes, MK10 9BX Proposal: The erection of single storey extension to rear of property Consultation Expiry 19/05/23 Cllrs had no objections <b>Application No: 23/00733/HOU</b> Type: Householder Application Location: 19 Chicksands Avenue, Monkston, Milton Keynes, MK10 9DP Proposal: Single storey side extension, front porch and amendments to garage front elevation Consultation Expiry: 31.05.2023 The loss of amenities and the fact that the design is not in keeping with the surroundings no to the garden wall we will object to the style of the appearance of the wall and if there is a loss of amenities this should be a consideration.																					

**List of Payments to note (Amounts shown exclude VAT):** - Payroll Costs £3,552 HMRC £1,117 Bucks Pension Fund £1,273; Hippey Payroll Services £34; Kee IT £226; BMK ALC £1,131, MYES £1,382; ICO £ 35; RTM £494 RBS- Rialtas £183 & £124 = £307

**Date of next meeting: 12<sup>th</sup> June 2023**

Minutes Approved by the Chair Cllr Paul Grindley
Date: 12th June 2023
Signature: 