



**Minutes of the Meeting of Kents Hill & Monkston Parish Council**  
**Monday 12th December 2022, @ 7.30pm**  
**Kingston Library, Winchester Circle, Kingston, Milton Keynes, MK10 0BA**

Present: Cllrs Paul Grindley (Chair), Nigel Cox – (Deputy Chair), Jenni Ferrans, Taimyr Bounou-Pouaty, Vikas Chandra and Glen Dersley

Attending: Cliff Schraibman Clerk/RFO

FC 107/22	<b>Apologies:</b> To accept apologies and approve reasons for absence of members unable to attend the meeting. Cllr Lou Fisher accepted.
FC 108/22	<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 Grindley declared an interest in the fencing quotation as he lives adjacent to the allotment where the fence will be running.
FC 109/22	<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 14 <sup>th</sup> November. Cllrs objected to the incorrect overtime allocation regarding the clerk's overtime. The minute of the overtime budget agreed was corrected to 'up to 3 hours each week at the clerk's discretion and 3 hrs each week at the discretion of the Chair of the PC and the Chair of the HR Committee, until the end of March 2023. The Minutes were then approved with corrections to be made by the clerk. Extraordinary Meeting on the 22 <sup>nd</sup> November – <b>all agreed.</b>
FC 110/22	<b>Finances</b> <b>Payments to note</b> - the items in the list at the end of this table, which were due for payment/recently paid.
FC 111/22	<b>Decision Required: Fitness Classes</b> Councillors to decide the contractor for the fitness classes for 2023. Quotes had been received too late to circulate and so this decision was deferred until the next meeting. Chair requested that the clerk draft a table with the following headings. Cost, Backup Trainer Cover, GDPR, Insurance Cover. An addition to the current short term contract was agreed to include classes on 9 <sup>th</sup> Jan.
FC 112/22	<b>Decision Required Budget for replacement of trees and to delegate finalising the programme to the clerk –</b> see Warden's Tree Report. Budget for landscaping is £6,000, the council voted to delegate £5,500 to the clerk for tree planting.
FC 113/22	<b>Decision Required:</b> From the outcomes from the Parishioner's Workshop. Propose that the Parish Council purchase 20 litter pickers for their use. All Cllrs voted to order the litter pickers. Other items that were discussed or sent in: <ul style="list-style-type: none"> <li>• more defibrillators at key locations in the parish</li> <li>• provide more dog waste and litter bins</li> <li>• focus on environment projects and community events</li> <li>• add more things for kids to do in the holidays, even if there is payment towards it</li> </ul> <b>Chair wanted to discuss all these topics and allocate budgets in the first week in January. It was decided that a meeting in the first week of January on Teams to allocate budgets for these projects</b>
FC 114/22	<b>Decision Required Lilleshall Avenue Hedge:</b> All Cllrs voted to have Cllrs Ferrans and Dersley to investigate further.
FC 115/22	<b>Decision Required: LAT - to form a working group to consider the implications</b> for a potential CAT/LAT Transfer of the Monkston Community Centre – see working papers document and budget figures from MKCC. Transfer includes building green and car park. <b>Decided:</b> <ol style="list-style-type: none"> <li>1. To appoint the whole parish council as members of the working party and to invite Colin Bowker (ex-Chair of the Parish Council and ex caretaker of the pavilion) and the current members of the Pavilion Management Committee to join the working party.</li> <li>2. Clerk to request MK Council's capital costs for the Pavilion for the last few years</li> <li>3. The Cllr members of the working party to discuss at some stage (after more data collection) what benefit the Council might aim to get out of the transfer.</li> </ol>

FC 116/22	Decision on revision of the Privacy Statement under DPA 2018 <b>Cllrs all agreed the revised privacy statement.</b> Cllrs instructed the clerk to make enquiries of the Data Commissioner on the security requirements for storing and handling sensitive personal data.
FC 117/22	<b>Decision Required Fences Quotes</b> see separate quotes. Clerk mentioned that one of the suppliers suggested the use of V Mesh fencing instead of Chain Link fencing. Chair had declared an interest but made a statement and then refrained from further involvement. Chair said it must be a fixed price, if the fence is slightly longer than the original specification then the price must still be the same. Chair stated that it should be V Mesh as in the event of a strand been cut, then special tensioning would be required to effect repairs and therefore it may be advantageous to use V Mesh fencing instead. Proposed that the budget should be up to £8,500 and that we use V Mesh fencing. Only one of the quotes was for this kind of fencing so it was requested that the second revised quote would also be for V Mesh to make a comparison. Cllrs voted to delegate to the clerk to get a revised quote from EJM for V Mesh fencing and then to use the more reasonable of the quotes received. It was stressed that it would be a fixed price contract. Chair abstained. Motion was carried.
FC 118/22	<b>Decision Required: Website</b> - A motion has been put forward regarding redesigning the parish's existing website as it is dated, does not link to Social Media and is unlikely to be compliant – accessible for people with disabilities. <b>Decision: Form working group to propose the requirement specification for invites to quote. Decision: Website working group to be formed. Members are Cllrs Grindley, Cox, and invite Cllr Fisher to join the group. Cllrs Vikas and Ferrans will put some input in so include them in circulation of documents.</b>
FC 119/22	<b>Decision Required: Climb Quest – alternative for youth group.</b> Proposal to offer schools funded places at Climb Quest as an alternative to a youth club. See separate report – with details and highlighting positive outcomes. The agenda item was asking for a decision to support the 4 schools in the area: St Bernadette, Kents Hill Park, Monkston and Heronsgate – to give, £4,800 (£1,200 per school). All agreed to allocate funding towards each of the 4 schools - budget from the Youth Fund and for them to use the money in whatever of the 4 options works best for them, Climb Quest will invoice us. Councillors voted to use the £4,800 towards this with a preference to use for our parishioners' children , but will not be a stipulation.
FC 120/22	<b>Decision Required: Bins – see accompanying photos taken by warden of bins in our parish that could be refreshed/rejuvenated or replaced.</b> Budget for new bins is £4,500 and so far we have spent £990. Dog Bins range from £135 for 25L – to £185 for 45L. See also separate document detailing bin pricing from MKCC.
FC 121/22	<b>Decision Required: Lanercost Play Area.</b> Note: To rejuvenate the Lanercost Play area would cost the parish £12,000 – MKCC would add an additional £2,000 – our budget for this work is £12,500, - <b>needs to be paid to MKCC before the 31<sup>st</sup> March. Cllrs Cox, and Ferrans as well as The Chair will be part of the working group to decide on the relevant equipment and to ensure it differs from the play equipment at the “nearby” play area that was upgraded earlier in the year.</b>
FC 122/22	<b>Decision Required: Benches</b> Council to consider placing benches on Monkston Green and near Pipston Green play area on Kents Hill and to appoint people to investigate. Contact will be made with Pat Smith to look at placing a bin on Monkston Green, Cllr Cox suggested that we places benches so people who are watching activities can use the benches. Cllr Cox will bring photos and a plan for the next meeting and will also seek approval from the Monkston Community Group.
FC 123/22	<b>Decision Required: Planning Applications</b> Application No: 22/02821/HOU Type: Householder Application Location: 42 Queensbury Lane, Monkston Park, Milton Keynes, MK10 9PQ Proposal: The erection of a single storey rear extension, first and second extension over balcony, new dormer to front elevation and garage conversion. Consultation Expiry: 22.12.2022 – Cllr Ferrans raised an objection to withdraw permitted development rights to any extra windows on the side of extension as it overlooks people's gardens. Application No: 22/02822/FUL Type: Full Application Location: Land South of, Lindisfarne Drive, Monkston, Milton Keynes, Proposal: The erection of an 80-bed care home (Class C2), with associated landscaping and car parking, and the creation of a vehicular access. Consultation Expiry: 20.12.2022

	Request a condition no deliveries loading and unloading between 7:30 and Request standard MK construction management Request a condition that all loading and unloading is done on site and the care home will provide transport for their staff for the 8 p.m. shift change as there are very few busses at this time. This should be part of the Green Transport Plan. Cllr Cox was concerned about the entrance as it was just by a bend. Cllrs voted to call this in as a parish council – it was expected that the committee would meet late February and someone from the parish council will be expected to attend.
FC 124/22	<b>Decision Required:</b> To apply for Warm Spaces grant from MKC and clerk to be delegated with the authority to allocate to registered Warm Spaces charity. <b>All Cllrs voted to apply for the grant and pass it on to Renew</b>
FC 125/22	<b>Standing item:</b> to note any decisions made by the clerk. <ul style="list-style-type: none"> <li>• Expenditure on items for Workshop, C&amp;L Studios- agreed £95, paid £265, due to last minute changes by the venue the revised invoice was circulated.</li> <li>• Payment of Warm Spaces grant to registered Warm Spaces Organisation -see point above</li> </ul> <b>Decision Required: Annual Parish Council Activities Timetable</b> – see separate supporting document.
FC 126/22	<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 127/22	<b>Update: Correspondence in relation to Monkston School and Homework Plus Club.</b> Cllr Boungou-Pouaty said this was never a parish council initiative.
FC 128/22	<b>Decision Required:</b> Cllrs to decide or to delegate to the HR Committee to contract for investigation services into a disciplinary allegation. All Cllrs voted to have an annual contract with Peninsula which was for 1 year. Plus £500 extra to be approved at the discretion of the clerk for extra consultation work- £1,959.

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

MYES £1,060; RTM £494; Payroll Costs £5,584; HMRC £565; Bucks Pension Fund £1,317; Hippey Payroll Services £30; Your Local Flyer £221; Charlie and Leo Studios £265; Royal Mail £300, Lloyd Nurse £250; KH CC £41; Monkston School £250

Minutes Approved by the Deputy Chair Cllr Nigel Cox
Date: 9th January 2023
Signature:  