

Agenda for the Meeting of Kents Hill & Monkston Parish Council Monday 9th October 2023, @ 7.30pm

Kingston Library, Winchester Circle, Kingston, Milton Keynes, MK10 OBA

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

<u>Ward Councillor Report</u>: Councillor Ferrans

Agenda

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FC 91/23	Apologies: To accept apologies and approve reasons for absence of members unable to attend the meeting.				
FC 92/23	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.				
FC 93/23	Decision Required: Minutes of previous meeting. To receive and accept as a true and correct record the minutes of the meetings held on the 11th September 2023 and the Extraordinary Meeting of the 15th August				
FC 94/23	Grant Funding Application for Little Owls Playgroup – see application form at this link Home				
FC 95/23	Decision Required : Councillors to discuss the parishes income and expenditure covering April to September 2023-see separate working papers in SharePoint.				
FC 96/23	Decision Required: Winter copy of InFact do Cllrs want to run a Christmas edition and if so content contributions would be welcome? Budget is £7,200, spend to date is £2,600. Point to note, if council decides to run a Spring issue next year it will also be paid out of this budget.				
FC 97/23	Finances Payments to note – the financial figures listed at the bottom of the document were those amounts that had been paid or will be paid in the next few days for salaries, supplies and services.				
FC 98/23	Decision Required: Bins Cllrs to decide on the purchase of new bins in instances where bins are damaged – see separate documents and photos on SharePoint . Budget for new bins is £4,500 Cllrs to see bin usage reports on SharePoint at this link Home				
FC 99/23	Decision Required : Allotment Rules and Regulations. Allotment Working Group have been drafting a revised T&C's document for the allotments and will ask Cllrs to vote to accept the revised document, which can be found here. KHMPC-Allotment-Rules-Regulations-04-10-23.docx				
FC 100/23	Decision Required: The Parish Council notes that we no longer have two recognised councillor signatures for e-banking, and that, even if we add signatures, we can only have three signatures in future for our Metro accounts, which would leave us no reserve if councillors were ill or absent. The Parish Council therefore resolves to cease authorising new electronic payments, reverting to cheques in the interim period, for which we still have three recognised signatures, and to bring proposals for an alternative bank to a Parish Council meeting as soon as possible. Direct debits previously authorised will continue. Report to the Parish Council about the Metro Bank Accounts.docx				
FC 101/23	 Decision Required: Overtime for the clerk. Councillors to note that BALC's advice is that a full time clerk plus a half time warden for Kents Hill and Monkston should be adequate resourcing for our current planned work, and therefore: To remove the ongoing permission for the clerk to do overtime To agree that the clerk may do overtime in emergencies (eg serious vandalism of parish assets, or a major community emergency with support requested by the emergency services or MKCC) but should				

	Not spend more than 30 hours per annum under this heading without parish council					
	 Delegate power to the Chair and the Chair of HR to approve up to 30 hours overtime per annum, agreed in advance, for exceptional periods of heavy workload. To note that where weekend working is unavoidable, the clerk should be paid at the agreed rate for the days in question, but should take time off in lieu rather than doing extra hours unless the work falls under either of the two headings above. 					
FC 102/23	Decision Required: Application No: Location:	Planning Applications 23/02009/HOU 28 Colindale Street, Monk	Type:	Householder Application		
	Proposal:	Demolition of existing conservatory and construction of proposed single storey rear extension and partial garage conversion (resubmission of 23/00793/HOU)23.10.2023				
	Application No:	23/02190/CLUP	Type:	Certificate of Lawful Use (Proposed)		
	Location: Proposal:	12 Greenford Crescent, Monkston Park, Milton Keynes, MK10 9XL Certificate of Lawfulness for proposed conversion of existing garage to habitable space including removal of existing garage doors, construction of new infill walls and installation of new windows 13.10.2023				
FC 103/23	 Decision Required: Fitness Class. Parish Council to receive report on changes to Mondays and Wednesday's class timings, whether a substitute trainer has been or is proposed to be appointed for any session, and whether there has been any impact on residents of changes of access to Spond. Decision Required: Whether to accept change in Monday and Wednesday class timings? Whether to accept substitute Fitness instructor for Wednesday classes? Council must be provided with names/qualifications/insurance/data protection documentation Whether and what instructions need to be issued for restoring residents' access to registration for classes and the Spond app? Whether any risks to performance of contract or data protection have turned into actual issues/events, and next steps? Future management of Fitness Classes: Identified issues regarding GDPR: What guidelines to issue to instructor? Identified issues regarding Safeguarding: What guidelines to issue to instructor? Obtain Postcodes of participants What guidelines to issue to instructor? 					
FC 104/23	Decision Required: Cllrs to decide to approve a budget for the additional survey work required for the LAT					

<u>List of Payments to note (Amounts shown exclude VAT): - Payroll Costs £3,290 (Sept)</u>; £3,273 (Oct) HMRC £971 (Sept) £1,061 (Oct) Bucks Pension Fund £1,194 (Sept); £1,023 (Oct); Hippey Payroll Services £44 (Sept), £34 (Oct); RTM £540, (Sept) £494 (Sept) £494 (Oct); Lean Living £700 (Sept) £ (Oct); Monkston School £400 (Sept) £350 (Oct); MK CAB £1,001, MYES £1,172 (Sept) £1,060 (Sept), £1,242 (Oct) Wave Water £216 (Sept), £125 (Sept) Monkston Community Centre £1,250 (Grant); Kents Hill & Monkston Neighbourhood Watch £445 (Grant)

Date of next meeting: 13th November 2023