



Minutes of an Ordinary Meeting of the Council Monday 12 February 2024 at 7.30pm

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

Present: Councillor Colin Smith (Chair); Councillors Vikas Chandra, Nigel Cox and Jenni Ferrans.

Officer: Lesley Sung (Locum Clerk)

Members of the Public Present: 10

Public Open Session:

The majority of those present were in attendance to hear the discussion about the fitness sessions, Members of the public requested that the fitness sessions continue because of the benefit to attendees mental health and wellbeing. The classes provided encouragement and helped attendees make local connections while improving physical fitness and mental wellbeing. Residents submitted 12 comments from the previous year's feedback which set out the benefits of the fitness classes.

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| FC 172/23 | <p>MINUTES Resolved Unanimously: That the minutes of the ordinary meeting of the Council held on 15 January 2024, be approved, and signed by the Chair as a correct record.</p> |
| FC 173/23 | <p>APOLOGIES FOR ABSENCE An apology for absence was received from Councillor Donna White.</p> |
| FC 174/23 | <p>DECLARATIONS OF INTEREST: Councillor Jenni Ferrans declared an interest in Agenda Item FC182/23(Communications Policy) as she was a Ward Councillor and could deal directly with some of the casework issues that come into the Council.</p> |
| FC 175/23 | <p>PROVISION OF FITNESS CLASSES At its meeting in December 2023, the Council had given resident an opportunity to submit comments about the fitness class provision and its future aims and objectives of the class. No comments from residents had been received.</p> <p>In view of this, the Council considered re-constituting the Fitness Sessions Working Group and to establish terms of reference, ensuring that the Working Group would make recommendations to Council on the future aims and objectives and how best to deliver those aims; the scope of any project recommended to Council; a set of criteria that will ensure access to provision and value for money for residents of the parish; consider logistics and how best that provision can be delivered.</p> <p>Resolved Unanimously:</p> <ol style="list-style-type: none"> 1. That the Council re-constitutes the Working Group, with clear Terms of Reference, to ensure that recommendations made to Council are workable, taking account of the Council's resources and budget. 2. That the Working Group prioritises consideration of the aims and objectives of any future service provision that supports health and wellbeing, ensuring that the provision can be measured and assessed going forward. |

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| | <p>3. That any project recommended to Council sets out a clear scope with measurable outcomes.</p> <p>4. That the Working Group is made up of three Councillors (Councillor Vikas Chandra, Nigel Cox and Colin Smith), up to two residents (to be advised) and supported by the Clerk.</p> |
| FC 176/23 | <p>CO-OPTION OF PARISH COUNCILLORS</p> <p>The Council had 5 vacant seats and had received one application from Taimyr Boungou-Pouaty for co-option to the parish council. Mr Boungou-Pouaty was invited to comment on the reasons for his application and why he wished to be a Kents Hill & Monkston Parish Councillor.</p> <p>It was moved, seconded, and</p> <p>Resolved: That further discussion in respect of the application for co-option be moved into the confidential part of the meeting, due to information available that if discussed in public, may constitute a data protection breach.</p> <p>Resolved Unanimously: That the deadline for co-option applications be extended to 1st March 2024.</p> |
| FC 177/23 | <p>STAFFING STRUCTURE</p> <p>The Council considered approving a temporary staffing structure until the appointment of a permanent Clerk. The temporary structure would consist of up to three part time staff to cover the work of the Clerk, including allotment administration, finance and general admin.</p> <p>Resolved Unanimously:</p> <ol style="list-style-type: none"> 1. That the proposed temporary staffing structure of the Council be approved, until the appointment of a permanent Clerk. 2. That any extension to temporary staff contracts be negotiated in accordance with the Council's staffing needs. |
| FC 178/23 | <p>DOG WASTE AND LITTER BINS – CONTRACTS, REPLACEMENT AND SERVICING</p> <p>The Council considered extending the current dog waste and litter bin emptying contract by one year. Councillor Cox had been in contact with Marcus Young Environmental Services and reported that the emptying of one bin had increased from £2.50 per bin per empty to £2.70. Due to staff shortages, the Council was unable to obtain three quotes to renew the contract.</p> <p>The Council had identified 2 dog waste and 2 litter bins in need of replacement.</p> <p>Resolved Unanimously:</p> <ol style="list-style-type: none"> 1. That the Council agrees to waive its financial regulations that requires it to obtain three quotes, and approves an extension to the current dog waste and litter bin contract, delivered by Marcus Young Environmental Services. 2. That the Council replaces two dog waste bins, located at Badger's Oak (D31) and Colindale Street (D04) and replaces 2 double litter bins at Wellbeck Close (L05) and close to the underpass at Wellbeck Close (L04) |

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| FC 179/23 | <p>CCTV TRIAL</p> <p>There had been a spate of vandalism and anti-social behaviour in Colindale Street and the play area in Kingston, the underpass from Oakgrove and the underpass at Monkston Park. Littering was occurring in Chippenham Drive and along the A7 in Monkston.</p> <p>The Council had commenced investigations for the provision of CCTV service that would act as a deterrent or to identify perpetrators. Discussions had taken place with two potential CCTV suppliers about provision on a trial basis.</p> <p>Crimewave provided CCTV cameras and a managed service and could offer a free trial. WCCTV did not provide a managed service and there was uncertainty regarding the offer of a free trial</p> <p>Resolved Unanimously:</p> <ol style="list-style-type: none"> 1. That prior to further discussion about the provision of CCTV in the area, the matter be discussed with the Chair of the local Neighbourhood Watch and the local PCSO(s) on how best CCTV could be used as a means of deterring anti-social behaviour and vandalism. 2. That the Council investigates if WCCTV would offer a free trial before considering any purchase of its products. 3. That, if possible, a third provider of mobile CCTV services be identified and enquiries be made about their ability to provide a service that could meet the parish council requirements. |
| FC 180/23 | <p>EASTER AND SUMMER PLAY SESSIONS</p> <p>The Council considered the provision of Milton Keynes Play Association sessions over the Easter and Summer periods.</p> <p>Resolved Unanimously:</p> <ol style="list-style-type: none"> 1. That the Council books 6 sessions (three sessions per week) over the two-week Easter period. 2. That the Council books 9 sessions (three sessions per week) over three weeks of the summer period. 3. That the play sessions provide a mixture of venues (Kents Hill Playing Fields, Monkston Park Community Centre and Monkston Green) and morning/afternoon sessions, as per previous year's bookings. |
| FC 181/23 | <p>GRIT BIN – ERIDGE ROAD</p> <p>The cost of re-filling grit bins had increased significantly and in view of this, the Council considered approving a revised cost for the purchase of a replacement grit bin and filling/re-filling service, located at the junction of Eridge Green and Crowborough Lane.</p> <p>Resolved Unanimously:</p> <ol style="list-style-type: none"> 1. That the Council purchases from Milton Keynes City Council a grit bin and re-fill service, located at Eridge Green and Crowborough Lane, Kents Hill. 2. That the Council approves the cost of a re-fill service of £300. 3. That the Council gratefully accepts the offer of £390 from the Ward Councillor Ward Based Budget, to be put towards the purchase of the grit bin at Eridge Green/Crowborough Lane |

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| FC 182/23 | <p>COMMUNICATIONS POLICY This item was deferred to a future meeting.</p> | | | | | | | | | | | | | | | | | | | | | | | | |
| FC 183/23 | <p>MILTON KEYNES CITY COUNCIL CONSULTATION – EV CHARGING POING ON MONKSTON PARK GREEN Resolved Unanimously: That the Council has no comments to submit to Milton Keynes City Council.</p> | | | | | | | | | | | | | | | | | | | | | | | | |
| FC 184/23 | <p>AUTHORISATION OF PAYMENTS Resolved Unanimously: That the following list of payments be authorised:</p> <table border="0" data-bbox="328 651 1453 931"> <tr> <td>£69.00</td> <td>Monkston Community Centre</td> <td>Room Hire</td> </tr> <tr> <td>£5,445.44</td> <td>Staff</td> <td>Salaries and Expenses</td> </tr> <tr> <td>£46.54</td> <td>Hippey Accounting</td> <td>Payroll Provider</td> </tr> <tr> <td>£3,655.83</td> <td>HMRC</td> <td>HMRC</td> </tr> <tr> <td>£2,115.51</td> <td>Bucks Pension</td> <td>Pension Costs</td> </tr> <tr> <td>£1,455</td> <td>Marcus Young Environmental Servs</td> <td>Bin Contract</td> </tr> <tr> <td>£402.37</td> <td>LNS</td> <td>Council Services</td> </tr> <tr> <td>KeelT</td> <td>£948.00</td> <td>It Provider / FOI Request</td> </tr> </table> | £69.00 | Monkston Community Centre | Room Hire | £5,445.44 | Staff | Salaries and Expenses | £46.54 | Hippey Accounting | Payroll Provider | £3,655.83 | HMRC | HMRC | £2,115.51 | Bucks Pension | Pension Costs | £1,455 | Marcus Young Environmental Servs | Bin Contract | £402.37 | LNS | Council Services | KeelT | £948.00 | It Provider / FOI Request |
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| FC 185/23 | <p>PLANNING APPLICATIONS The Council was invited to comment on the following planning applications:</p> <ol style="list-style-type: none"> 1. Application 24/00014/HOU – 97 Blanchard Circle, Monkston, MK10 9DR – Conversion of a garage into a family room. 2. Application 24/00129/CLUP – 17 Frithwood Crescent, Kents Hill, MK7 6HQ – Certificate of lawfulness for the proposed use of the dwelling as a supported living household, providing care for up to 4 young people by two staff members working to a shift pattern. <p>Resolved Unanimously: That the Council has no comments or objections to make on any of the above planning applications.</p> | | | | | | | | | | | | | | | | | | | | | | | | |
| FC 186/23 | <p>EXCLUSION OF THE PUBLIC Resolved Unanimously: That, pursuant to s1(2) of the Public Bodies (Admission to Members) Act 1960, the Council exclude the press and public from the meeting, for Agenda Item FC 187/23 (Appointment of a Temporary Assistant(s) to the Clerk), Agenda Item FC 188/23 (Appointment of a permanent Parish Clerk), and Agenda Item FC 189/23 (Co-option of a Councillor), due to the confidential nature of the business to be transacted. All three agenda items contain personal information about a particular individual, of which publication could potentially constitute a data protection breach.</p> | | | | | | | | | | | | | | | | | | | | | | | | |
| FC 187/23 | <p>APPOINTMENT OF TEMPORARY ASSISTANT(S) TO THE CLERK Resolved: That subject to acceptance, Dan Hippey be appointed as a temporary assistant to the Clerk (Allotment Administrator and General Administrator (Emails)).</p> <p>(Note: A recorded vote was requested: For: Councillors Nigel Cox, Jenni Ferrans and Colin Smith Against: Councillor Vikas Chandra)</p> <p>Resolved Unanimously: That subject to acceptance, Jessie Kong be appointed as a temporary assistant to the Clerk (Finance Officer)</p> | | | | | | | | | | | | | | | | | | | | | | | | |

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| FC 188/23 | <p>APPOINTMENT OF A PARISH CLERK Lesley Sung, the Locum Clerk was not present during the discussion of this item.</p> <p>Resolved Unanimously: That subject to acceptance, Lesley Sung be appointed as the Parish Clerk</p> |
| FC 189/23 | <p>CO-OPTION OF A COUNCILLOR Resolved: That the Council takes legal advice on the co-option process prior to any co-option of a Councillor.</p> |

The meeting ended at 10.50pm

Signed C Smith (Chair)

Date 11/3/2024