

**MINUTES OF THE PARISH COUNCIL MEETING ON MONDAY 16<sup>th</sup> JANUARY 2012 AT 7.30PM  
AT THE CHURCH OF CHRIST THE KING, KENTS HILL, MILTON KEYNES**

132/2011	<p><b>Apologies:</b> Apologies were received from Cllrs Clark, Kalunga and Ferrans. The reasons for absence were accepted. Cllrs Bowker, Carstens, Smith, Hippey, Chaproniere, Laws were in attendance. The Clerk was also in attendance.</p> <p>Jane Harrington and Steve Powell were in attendance as members of public, until item 135/2011 when they were co-opted on to the Parish Council. Apologies from Ward Cllr Crooks were received.</p>	
133/2011	<p><b>Declaration of interest</b> Register of Interests: Councillors are reminded of the need</p> <ul style="list-style-type: none"> <li>a) To update their register of interests.</li> <li>b) To declare any Personal Interests in items on the agenda and their nature.</li> <li>c) To declare any Prejudicial Interests in items on the agenda and their nature.</li> </ul> <p>No interests were declared.</p>	
134/2011	<p><b>Decision required: Minutes.</b> The minutes of the Parish Council Meeting on 9<sup>th</sup> January 2012 were reviewed and agreed. The minutes were duly signed.</p>	
135/2011	<p><b>Decision required: Co-option of Parish Councillors.</b> It was proposed and unanimously agreed to co-opt Stephen Powell and Jane Harrington to the Parish Council. The Parish Council were in full agreement to co-opt the new members. Both councillors will represent the Kents Hill Parish Ward. The Chair welcomed both councillors to the Parish Council and thanked them for their interest in supporting the community. They signed their declaration of interest forms and declaration of acceptance forms accordingly.</p>	
136/2011	<p><b>Decision required: Precept 2012/13.</b> The precept, as outlined and discussed at last meeting, was reviewed.</p> <p>It was agreed to take a 30sq ft storage facility at Lok 'n' Store in Brinklow, following three comparative quotations. This was agreed by all councillors. The cost will be £744 for the first year, and £806 for the following year. The Clerk will revise the insurance details for the items to be stored.</p> <p><b>Action: Clerk to revise insurance details for the items to be stored off site.</b> <b>Action: Cllr Bowker will finalise the arrangements for the storage facility.</b></p> <p>The precept spreadsheet was reviewed and the precept scenarios discussed looking at three calculations for combined reserves/precept amounts for 2012/13. A vote was taken and it was unanimously agreed that the precept would be set at £25 per household (3074 households in the parish), generating £76,850 for 2012/13. £7973.66 of reserves would be used in 2012/13 to meet the total working budget requirement of £84,823.66. This represents an increase on 2011/12 levels of £2.50 per household, however it was agreed that a gradual increase this year would protect reserves for future developments in the community.</p> <p>The reserves were projected to be £49,013.66 at the end of 2011/12. It was agreed that approximately £27,000 should be kept in reserve as 6 months' of fixed running costs of the Parish Council. It was agreed that reserves should be preserved to protect the parish in view of devolution and potential services being transferred to the Parish Council. The need to be able to take on community assets and services, where feasible, was stressed and therefore there is a need to preserve a healthy level of reserves.</p> <p>The request for precept funds form (MK Council) was completed by the Clerk and duly signed by the Chair. The Clerk is to draft a precept letter, outlining increased play sessions, impending devolution of services to maintain community facilities and local control for the community as well as environmental initiatives.</p> <p><b>Action: Clerk to prepare the precept letter for inclusion in the MK Council's Council Tax letter.</b></p>	<p align="center">Clerk Cllr Bowker</p> <p align="center">Clerk</p>
137/2011	<p><b>Decision required: Parish emergency plan.</b> The council discussed the requirement to put together a parish emergency plan to support the efforts of MK Council's project. It was agreed to set up a working party to research this project and to compile the relevant data. Cllrs Laws, Harrington and Smith agreed to be on the working party.</p> <p><b>Action: Cllrs Laws, Harrington and Smith to form a working party to discuss the parish emergency plan.</b></p>	<p align="center">Cllrs Laws, Harrington and Smith</p>
138/2011	<p><b>Decision required: Monkston allotments.</b> The Clerk updated the council that she and MK Council await feedback from Taylor Wimpey/Lovell homes for the concluding stage of the Monkston allotment site development. The Clerk has chased yet again and will add the item to the next Parish Council agenda for 20<sup>th</sup> February.</p>	

	<b>Action: Clerk to add item to the agenda for 20<sup>th</sup> February.</b>	Clerk
139/2011	<b>Decision required: Parish grants for 2012/13.</b> Potential grant applications for projects in the Parish were discussed, subject to the MKC agreement to match fund specific projects in 2012 (Parish Partnership, Parish Parking Scheme and Play Area Improvement Scheme). It was proposed that, should a Parish Play Area Improvement Scheme be available, the Parish Council would apply for funding for toddler swings and a re-paint at the Ulverscroft play area (Monkston), and potentially a development project at Pipston Green (Kents Hill). The Parish Council would need to discuss in more detail at a future meeting, if MK Council matched funding is approved.	
140/2011	<b>Decision required: Attendance at the Parish Forum meetings.</b> The Parish Council is able to send representatives to attend Parish Forum meetings, which are held at MK Council Chambers on a monthly basis. Cllrs Bowker and Laws are the nominated representatives for the Parish Council, however other councillors may attend. It was agreed that the Clerk would inform all Parish Council members of each meeting and all members would be welcome to attend and represent the Parish. <b>Action: Clerk to advise members of the Parish Forum meetings.</b>	Clerk
141/2011	<b>Neighbourhood Management: Report to update councillors on actions raised to and taken by the Neighbourhood Management team of MK Council.</b> The Clerk confirmed that she would be compiling a report for Neighbourhood Management at MK Council to complete on a monthly basis, so that the Parish Council is able to see the progress made on specific projects and environmental tasks. The Clerk will present this to colleagues at MK Council on 26 <sup>th</sup> January. <b>Action: Clerk to bring reports to the Parish Council meetings.</b>	Clerk
142/2011	<b>Consultation papers:</b> To agree Parish Council responses to the following consultations: <ul style="list-style-type: none"> <li>Residential Design Guide SPD. Meeting to run on 18<sup>th</sup> January – Cllrs Laws and Ferrans to attend the meeting and Parish Council to discuss at the February 2012 meeting.</li> </ul> <b>Action: Clerk to add this to the February agenda.</b> <ul style="list-style-type: none"> <li>Airspace Change proposal 2012. No comments.</li> <li>Oakgrove development. No further comments.</li> <li>MK Council Budget 2012-13. No comments.</li> </ul>	Clerk
143/2011	<b>Progress reports for information:</b> <ul style="list-style-type: none"> <li>Freepost research. The Clerk presented the information sourced on the Freepost service. It was agreed that it is difficult to get a response from residents. Idea parked pending a need to gather information from residents, potentially for business case for the library.</li> <li>Thames Valley Police: Changes to police boundaries. The Clerk confirmed that there are no staffing changes for the Parish, following the changes to police boundaries.</li> <li>Monkston Park Allotment Association – Annual General Meeting. The Clerk reported that the Allotment Association AGM would be scheduled for Wednesday 29<sup>th</sup> February. The Clerk will be publishing the agenda and communicating the meeting shortly.</li> </ul> <b>Action: Clerk to arrange AGM at Monkston Park.</b> <b>Action: Clerk to add this item to the February agenda for confirmation of business to be discussed.</b> <ul style="list-style-type: none"> <li>Fledglings nursery. The Parish Council discussed the latest status of the potential devolution of the MK Council-run nurseries. Cllr Bowker reported that, sadly, Ward Andrews has been forced to withdraw from the tender process due to insufficient and patchy information being available from MK Council as to financial situation, pension fund information and detailed staffing information. The Parish Council had supported Ward Andrews' approach for the nursery and fully supported the social enterprise organisation in its tender. The Councillors expressed their disappointment at this situation. The Clerk was asked to respond formally to Jane Andrews and to MK Council to this situation.</li> </ul> <b>Action: Clerk to respond formally to Jane Andrews and MK Council regarding this situation.</b>	Clerk Clerk Clerk
144/2011	<b>Risk assessment for projects, where appropriate.</b> No items of risk were raised.	
145/2011	<b>Decision required: Finance.</b> <ol style="list-style-type: none"> <li><b>Appeals for funding:</b> There was one appeal for funding from the MK Community Mediation Service, requesting further funding of £1000 if funds in 2011/12 are still available. The funding would be towards training costs totalling £4300. The Parish Council gave £600 on 12th July 2010 within 2010/11 financial year. It was agreed that the Parish Council would consider the grant if they provide the financial statement to understand how they raise their funds and their expenses. <b>Action: Clerk to contact MK Community Mediation Service.</b></li> <li><b>Payments:</b></li> </ol>	Clerk

The following payments were presented and agreed. The cheque was duly signed. Clerk asked to await confirmation that the Munchkins toddler group has been set up.

**Current account**

Expenditure: CQ 647, Munchkins – grant funding; LGA 1972 s.137; £50  
Income: Internal transfer from deposit account; £15,000.00

**Deposit account**

Expenditure: Internal transfer to current account; £15,000.00  
Income: Monthly interest for January; £2.25

**c. Bank statement:** The bank statement was presented and agreed as follows:

Current account	Balance at	16/01/2012	£22,039.14
Payments	Above	Debit	£50.00
Receipts	Above	Credit	
Uncleared cheques	CQ636 First Responder £2000; CQs 637-642, 644, direct debit (payments made 09/1/12)		£4,968.07
<b>Actual current account balance</b>			<b>£17,021.07</b>
Allotment account	Balance at	16/01/2012	£2,310.39
Payments	Above	Debit	£0.00
Receipts	Above	Credit	£0.00
Uncleared cheques	CQ35 MP A Wheeler		£10.00
<b>Actual allotment account balance</b>			<b>£2,300.39</b>
Deposit account	Balance at	16/01/2012	£46,390.95
Payments	Above	Debit	£0.00
Receipts	Above	Credit	£0.00
<b>Actual deposit account balance</b>			<b>£46,390.95</b>

146/2011

**Decision required: Correspondence report.** The correspondence report was presented.

73/2011 Monkston Park Community Centre 1<sup>st</sup> birthday on 4<sup>th</sup> February 2012, 10am-3pm. Opportunity for Parish Council to have a stand at the event. It was agreed to have a presence at the 1<sup>st</sup> birthday event, and have the display boards available. It was agreed that Cllrs Powell (10am-12pm), Carstens (12pm-1pm) and Chaproniere (1pm-3pm) would kindly 'man' the stand for the event. The Clerk was asked to purchase £25 voucher as a prize.

**Action: Clerk to purchase a voucher as a prize for the blind auction.**

Clerk

86/2011 Woodland Trust – free Jubilee tress. Clerk to research this opportunity for discussion at next meeting.

**Action: Clerk to research this opportunity for discussion at next meeting.**

Clerk  
Clerk

147/2011

**Decision required: Planning report.** The planning report was presented. No items to discuss.

148/2011

**Councillors' reports and items for future agendas**

Future agenda items:

- Parish Councillor identification cards.
- Dog waste collection campaign

Cllr Hippey reported back from the Bridges Children's Centre steering committee meeting. Garden project for spring potential grant funding. HomeStart funding has been withdrawn by MK Council. Opportunities to develop relationship between Parish Council and Children's Centre. Suggestion to write an article for the next infact newsletter to raise their profile.

It was agreed at 10pm to continue the meeting to complete the agenda.

149/2011

**Dates of the next meetings**

Date	Time	Place	Meeting
Monday 20 <sup>th</sup> February 2012	7.30pm	Monkston Park Community Centre	Parish Council Meeting
Monday 12 <sup>th</sup> March 2012	7.30pm	Monkston Community Centre	Parish Council Meeting

<i>Monday 16<sup>th</sup> April 2012</i>	<i>7.30pm</i>	<i>Church of Christ the King, Kents Hill</i>	<i>Parish Council Meeting</i>
<i>Monday 14<sup>th</sup> May 2012</i>	<i>7.30pm</i>	<i>Monkston Park Community Centre</i>	<i>Annual Council Mtg &amp; Annual Parish Mtg</i>

The meeting was closed at 10.03pm.