

**MINUTES OF THE KENTS HILL AND MONKSTON PARISH COUNCIL
MEETING HELD AT 7.30 PM ON MONDAY 13th DECEMBER 2010
AT THE CHURCH OF CHRIST THE KING, KENTS HILL.**

	Action responsibility
<p>1. Members present and apologies for absence Members present were Cllrs Laws, Ferrans, Smith, Bowker, Corbett and Maudsley.</p> <p>Ward Cllr John Bint was in attendance (until 8.30pm). Ward Cllr Crooks attended the meeting from 9.20pm.</p> <p>Apologies were offered and accepted from Cllrs Clark and Kalunga. Ward Councillor McPake also gave her apologies.</p> <p>There were six members of public in attendance and 3 representatives from Guinness South.</p>	
<p>2. Declaration of interest There were no declarations of interest.</p>	
<p>3. Minutes The minutes were agreed and accepted as a true record of the Parish Council meeting on Monday 8th November. The minutes were duly signed.</p>	
<p>4. Decision required: Resignation of council member The Council discussed the letter received from Cllr Barnes, giving his resignation due to a house move out of the area. The Council accepted Cllr Barnes' resignation. It was agreed that the Parish Council should advertise the three casual vacancies for members to be co-opted potentially at the February meeting.</p> <p>Subject to the response to the casual vacancies, the Parish Council will interview prospective candidates standing for co-option. Cllrs Ferrans, Corbett, Maudsely, Bowker and Smith offered to be involved in the interviewing of candidates. It was agreed that three members should be involved in the interviewing of candidates, to be discussed closer to the time.</p> <p>Action: Clerk to arrange for the advertisement of the casual vacancies. Action: Clerk to co-ordinate the candidate interviews accordingly.</p>	<p>Clerk Clerk</p>
<p>The meeting was adjourned at 7.55pm to hold a public open session and for Guinness South to present the development of a site in Lilleshall Avenue, Monkston.</p> <p>The residents were encouraged to raise their concerns with Guinness South directly in the small meeting room available for further discussion.</p> <p>The meeting was re-convened 8.30pm.</p>	
<p>5. Decision required: Lilleshall Avenue, Monkston Gina McLean, Guinness South, presented an outline of the proposed development in Lilleshall Avenue.</p> <p>Plan to build 26 homes on a range of affordable tenures: shared ownership, intermediate rental products and rental properties. The architects presented 2D elevations for the development.</p> <p>Following the presentation, Guinness South representatives and members of the public moved to the small meeting room to discuss the details of the development further. The Parish Council members then discussed the proposed application. The Councillors raised the following items and requested that the Clerk feed these back to Guinness South and MKP accordingly.</p> <ul style="list-style-type: none"> • The Parish Council believes strongly that Guinness South and MKP should confirm plans for adequate provision of primary and secondary school places for the residents of Monkston, Monkston Park and Kents Hill ahead of further development, before this development will be supported by the Parish Council. The Parish Council wishes to be satisfied that there is adequate provision of school places before the members will support the application. The Parish Council understands the need for increased social housing, but suggests that a moratorium on this development and all new development in the area until there are sufficient school places for existing children in the area, before catering for the potential children from new developments. The Parish Council therefore objects to the development on this basis, until sufficient school infrastructure is in place. <p>General observations were as follows:</p> <ul style="list-style-type: none"> • The flats should be pushed to the back of the site along V10, and the parking should be moved to 	

<p>the front of the site (including visitor parking), with access from Lilleshall Avenue. Recent experience suggests that parking at the rear of accommodation is not appropriate and parking in front of the accommodation, with sufficient provision for visitors is definitely required. Appropriate screening of the parking area should be provided by the design team to ensure a pleasant aspect from Lilleshall Avenue and Malton Close.</p> <ul style="list-style-type: none"> • Drainage on the reserved site. This land is very damp and provision would need to be made for adequate drainage systems. • Visual appearance of the development and material choice suggestions positive. • Double parking design - some of the parking proposed is tandem parking (one car in front of another) and this has proved to be a problem in other areas of the neighbourhood. The Parish Council would wish to see all parking spaces side by side. <p>The Clerk to ascertain which MKC planning officer has been consulting with Guinness South on this pre-application. Cllr Ferrans agreed to take up issues with MKC planning officer regarding the policies in place for this proposal. Action: Clerk to ascertain which MKC planning officer has been consulting with Guinness South. Action: Clerk to provide feedback to Guinness South and MKP.</p>	<p>Clerk Clerk</p>
<p>6. Decision required: Play area improvement scheme 2010/11 at Wilsley Pound, Kents Hill The Clerk presented the suggested improvements to be made at the Wilsley Pound play area in Kents Hill. The Parish Council was in full agreement for the proposal from Phillip Snell and the Clerk was requested to confirm this with Phillip Snell at MKC. Action: Clerk to confirm agreement to the proposal with Phillip Snell at MKC.</p>	<p>Clerk</p>
<p>7. Decision required: Members' allowances The Parish Council discussed whether members' allowances should be included for payment in the precept planning for 2011/12. It was agreed that Councillors should feel open to claim a members' allowance, however current Councillors do not wish to claim a members' allowance. It was agreed to review this position again in 12 months' time. Action: Clerk to add to the agenda in anticipation for next precept planning (2012/13).</p>	<p>Clerk</p>
<p>8. Decision required: Addendum to the Clerk's contract The Clerk presented the appendix document (appendix 2) to her employment contract, as requested at the extra-ordinary Parish council meeting on Monday 1st November. This was unanimously agreed and the appendix to the contract was duly signed.</p>	
<p>9. Progress reports for information:</p> <ul style="list-style-type: none"> a. Monkston Park play opportunities – Ouzel Valley Park. The Clerk reported that the planning permission has been granted for play opportunities in the Ouzel Valley Park, in Monkston Park. b. Mechanised litter picking. The working group is to meet shortly to discuss this project further. c. Bulb planting. The Clerk reported that the Parish Council and Ward Cllr funded spring bulbs were planted on 8th and 9th November. The 400 daffodil bulbs put aside for a community planting event were substituted for 8000 tulip bulbs planted in Lindisfarne Drive, Monkston. 	
<p>10. Parish Council projects – work allocation Monkston allotment development was flagged as a potential peak of work, once the site is finalised and the plots are ready for allocation.</p>	
<p>11. Risk assessment for projects, where appropriate The items on the agenda were discussed and no further items were identified for risk assessment.</p>	
<p>12. Finance</p> <ul style="list-style-type: none"> a. Appeals for funding There were no appeals for funding. b. Payments The payments for the period 08/11/10 to 13/12/10 were agreed as below. An additional cheque (CQ 521) was drawn up from the current account and was signed for Cllr Corbett as reimbursement for printing services to the value of £7.55. The cheques were duly signed. 	

Current account - payments						
Payee	Cheque	Reason	Powers	Ex VAT	VAT	Total
Kingston Children's Centre	511	Grant funding towards art project	LGA 1972 s.142	£850.00		£850.00
Monkston Community Centre and Sports Pavilion	512	Room hire 11/10/10, 13/10/10, 25/10 (NAG)	LGA 1972 s.142	£40.00		£40.00
Laser Printing Solutions	513	Newsletter printing November edition	LGA 1972 s.142	£1,280.00		£1,280.00
Mrs Karen King	514	Newsletter delivery and TVP leaflet delivery	LGA 1972 s.142	£465.30		£465.30
AH Contracts	515	Bin emptying November 2010	Litter Act 1983 s 30,72	£591.28	£103.47	£694.75
AH Contracts	516	Bin emptying December 2010	Litter Act 1983 s 30,72	£556.18	£97.33	£653.51
SLCC	517	Membership SLCC 2011	LGA 1972 s.143	£135.00		£135.00
Amanda Wilmot	518	Reimbursement printer cartridges, postage, mileage, telephone	LGA 1972 s.112	£193.01		£193.01
Amanda Wilmot	519	December salary and 50% holiday entitlement payment	LGA 1972 s.112	1,264.47		£1,264.47
HMRC	520	PAYE and NI	LGA 1972 s.112	£465.58		£465.58
Friends Provident pension contribution	Direct debit	December pension contribution	LGA 1972 s.112	£49.00		£49.00
Total						£6,090.62

Current account - income						
Payee		Reason				Income
Milton Keynes Council		Ward budget Cllr Bint				£320.00
Total						£320.00

Allotment account - payments						
Payee	Cheque	Reason	Powers	Ex VAT	VAT	Total
Account service charges (disputed)	DD	Lloyds TSB service charges		£9.08		£9.08
R & P Todd	18	Kents Hill allotments - tidy up and 4 months' maintenance	Small holdings and allotments act 1908 s23-37	£770.00	£134.75	£904.75
CEM Fencing	19	Monkston Park allotments - fencing phases 1 and 2	Small holdings and allotments act 1908 s23-37	£5,769.80	£1,009.72	£6,779.52
R & P Todd	20	Monkston Park allotments - clear plots and spread mulch on pedestrian pathway	Small holdings and allotments act 1908 s23-37	£440.00	£77.00	£517.00
Total						£8,210.35

Allotment account - income						
Payee		Reason				Total
MP Plot 17 Kemp CQ in		Monkston Park allotment fees				£59.00
MP Plot 24 Rodrigues CQ in		Monkston Park allotment fees				£68.00
MP Plot 29 Chambers CQ in		Monkston Park allotment fees				£59.00
Refund account service charges		Lloyds TSB refund				£11.35
MP Plot 4 Gilbert		Monkston Park allotment fees				£59.00
MP Plot 3 Majero		Monkston Park allotment fees				£59.00
Refund account service charges		Lloyds TSB refund				£9.16
MP Plot 8 Wright		fees				£59.00
Monkston Park allotment		HCA contribution				£500.00
Total						£883.51

Deposit account - payments						
Payee	Cheque	Reason	Powers	Ex VAT	VAT	Total
None						
Total						£0.00

Deposit account - income						
Payee		Reason				Total
Credit balance interest		Net interest Nov 2010				£1.65
Total						£1.65

c. Bank statement

The bank statements were presented and accepted. Cllr Laws confirmed that the Clerk has the bank statements from Lloyds TSB for review, should the members wish to see them.

Current account	Balance at	08/12/2010	£8,531.17
Outstanding payments	Above		£6,090.62
Uncleared cheques		None	£0.00
Actual current account balance			£2,440.55

Allotment account	Balance at	08/12/2010	£4,301.03
Outstanding payments/receipts		Above	£7,710.35
Actual allotment account balance			-£3,409.32

Deposit account	Balance at	08/12/2010	£64,368.31
Actual deposit account balance			£64,368.31

It was agreed to transfer £10,000 from deposit account to current account; it is recommended to transfer £8,000 from deposit account to the allotment account.

Action: Clerk to transfer the funds accordingly.

Clerk

The Clerk reported that she had received a quotation for repair work to fencing at the Kents Hill allotments, and to resolve paving slab problems experienced by a neighbour to the Frithwood Crescent allotment site in Kents Hill. It was agreed that the Parish Council would be prepared to remedy the problem experienced with the fencing (approx. £400 to complete this work) however the Parish Council would not be willing to re-lay patio slabs at a residential address. The Clerk was requested to action this work and to communicate with the resident concerned.

Action: Clerk to action this work and to communicate accordingly.

Clerk

13. Correspondence for information

The Clerk presented the Correspondence report.

Item 155.2010. The Clerk reported that she has been asked to sign the 'duty of care' controlled waste transfer note from AH Contracts, as transferor of waste.

Action: Clerk to sign the form and to return to AH Contracts.

Clerk

14. Planning

The planning report for the period 08/11/10 to 13/12/10 was presented as follows:

a) **Planning notices and decisions**

Application number	Planning for	Date received	Status
10/02104/NMA	Non material amendment to application 09/01103/FUL for the extension to the length of the wall at 136 Blanchland Circle, Monkston	16/11/10	Non material amendment granted
10/01793/FUL	Erection of a single storey side extension at 6 Tynemouth Rise, Monkston	16/11/10	Planning permission granted
10/01692/FUL	Additional play facilities and associated works at Linear Park to rear of Kensal Green, Dalston End, Colliers Wood in Monkston Park	03/12/10	Planning permission granted
10/02087/FUL	Provision of access ladder to roof at rear, installation of solar panels to rear roof at Fronius UL Ltd, Maidstone Road, Kingston	27/11/10	Planning permission granted

a) **Planning Applications received and Parish Council responses**

Received 16/11/10

Town and Country Planning Act 1990 (As Amended)

Town and Country Planning (General Procedure) Order 1995

Application no: 10/02277/FUL

Proposal: Change of Use from Class A1 (Retail) to Class A2 (Financial & Professional Services).

At: 6 Winchester Circle Kingston Milton Keynes MK10 0BA

Received 23/11/10 PLANNING APPLICATION 10/02146/FUL

CHANGE OF USE FROM B1, B2, B8 TO NEW ARENA AND HEADQUARTERS FOR MK LIONS BASKETBALL TEAM TO ACCOMMODATE OFFICES (AS EXISTING), BASKETBALL COURT WITH PUBLIC SEATING, A VIP BAR AREA, TRAINING COURT AND CHANGING FACILITIES AND CHANGES TO THE ELEVATIONS TO INCORPORATE NEW FIRE ESCAPE/ENTRANCE DOORS AT GRAFTON COURT, SNOWDON DRIVE, WINTERHILL - FOR MK LIONS BASKETBALL CLUB

In accordance with the decision made at the Development Control Committee held n 18 November 2010 in respect of this application, no significant material planning objections have been received by the end of the consultation period which ended on 22 November 2010, and the decision to grant planning permission remains.

The Special meeting of the Development Control Committee that had been arranged to take place on Wednesday 24 November 2010, to re-consider this application if any material objections had been received, has therefore, been cancelled.

Received 24/11/10 for w/c 15/11/10

Application No: 10/02277/FUL **Type:** Full Application
Proposal: Change of Use from Class A1 (Retail) to Class A2 (Financial & Professional Services).
At: 6 Winchester Circle Kingston Milton Keynes MK10 0BA
For: Countrywide Estate Agents
Planning Team: South **Planning Officer:** Nicola McTeer
Valid: 15/11/2010 **Consultation Expiry:** 12/12/2010
Parish/Town Council: Kents Hill & Monkston Parish Council

Received 01/12/10 for w/c 22/11/10

Application No: 10/02406/FUL **Type:** Full Application
Proposal: Single storey side extension
At: 9 Kilwinning Drive Monkston Milton Keynes MK10 9HJ
For: Mr & Mrs Newton
Planning Team: South **Planning Officer:** James Kirkham
Valid: 22/11/2010 **Consultation Expiry:** 20/12/2010
Parish/Town Council: Kents Hill & Monkston Parish Council

Received 08/12/10 for w/c 29/11/10

Application No: 10/02532/FUL **Type:** Full Application
Proposal: Erection of a pre-fabricated storage building with ramp access and the installation of an Armco crash barrier and associated development.
At: Marks And Spencer 39 Winchester Circle Kingston Milton Keynes MK10 0BA
For: Marks And Spencer PLC
Planning Team: South **Planning Officer:** Anna Holloway
Valid: 03/12/2010 **Consultation Expiry:**
Parish/Town Council: Kents Hill & Monkston Parish Council

There were no comments or concerns regarding these planning applications.

15. Councillors' reports and items for future agendas

Cllr Maudsley reported on the Parishes Forum, and the presentation on Parishes Online. This will provide access to detailed maps of the parish area. It will be possible to plot items on the maps where required.

Parish Protocol is now ready and will be forwarded to Parish Councils for adoption by individual councils.
Action: Clerk to add this item to the January 2011 agenda.

Clerk

Four young trees have been broken opposite the Kents Hill pavilion. Potentially after a football weekend.
Action: Clerk to contact MK Wanderers, MKC Facilities Management and Maurice Barnes, MKC and TVP.

Clerk

Ruts (30 cm deep to 30cm wide) created by tractor for hedge cutting, in Kents Hill – some have not been filled in. This has already been reported and the Clerk was asked to remind Maurice Barnes.
Action: Clerk to follow up with Maurice Barnes, MKC.

Clerk

Cllr Corbett reported on the Monkston Park carol service.

Ruts on road in Monkston Park at circle turning to Plaistow Crescent: Clerk to contact Stephen Gillions and HCA to ask whether bollards would be suitable to prevent this from happening again. The verges have just been landscaped and seeded and large vehicles have created deep ruts already. The Clerk was asked to ascertain if this road plan fit for purpose.
Action: Clerk to report urgently.

Clerk

Salt bins. There are additional salt bins available. Clerk to request salt bins as follows:

- on corner Wadhurst Lane and Waltham Drive, near Wadhurst Lane street sign
- Kents Hill, Crowborough Lane (d-shaped piece of verge) near house number 10

Action: Clerk to request an additional salt bin in this location.

Clerk

Cllr Bowker reported that the youth group will not meet in Monkston w/c 21/12/10 as the youth group will be meeting at the Buszy in MK. Item to be added to the agenda for January 2011 meeting on youth group and next steps.

Action: Clerk to add this item to the agenda for January 2011.

Clerk

Cllr Clark (by email) requested two items to be raised:

- Water leak of natural spring formed by the red way from Tewkesbury Lane up to the Kilwinning Drive by the V10 which has frozen over making this area very hazardous.
- Some of the salt bins are empty and need refilling before second major freeze.

Action: Clerk to report these items through the Environmental Helpline.

Clerk

16. Dates for the next meetings

Date	Time	Place	Meeting
Monday 10th January 2011	7.30pm	Monkston Community Centre	Parish Council Meeting
Monday 17th January 2011	7.30pm	Church of Christ the King, Kents Hill	<i>Precept planning</i>
Monday 14th February 2011	7.30pm	Monkston Community Centre	Parish Council Meeting
Monday 14th March 2011	7.30pm	TBA	Parish Council Meeting
Monday 11th April 2011	7.30pm	Monkston Community Centre	Parish Council Meeting
Monday 9th May 2011	7.30pm	TBA	<i>Annual Parish Meeting and Annual Council Meeting</i>

There being no additional business, the meeting closed at 10pm.