

**MINUTES OF THE PARISH COUNCIL MEETING ON MONDAY 5TH DECEMBER 2011 AT 7.30PM
AT THE MONKSTON PARK COMMUNITY CENTRE, MONKSTON PARK, MILTON KEYNES**

104/2011	<p>Apologies: Cllrs Bowker, Laws, Hippey, Carstens, Clark, Ferrans, Kalunga and Chaproniere were in attendance. The Clerk was also in attendance. Apologies were received and accepted from Cllr Smith.</p> <p>Ward Cllr Barney gave his apologies for the meeting, as did Ward Cllr Tamagnini-Barbosa. There were no members of the public present at the beginning of the meeting. Six members of the youth group attended the meeting from 8.25pm until 8.33pm. Ward Cllr Crooks attended the meeting from 8.45pm.</p>	
105/2011	<p>Declaration of interest Register of Interests: Councillors are reminded of the need</p> <ol style="list-style-type: none"> a) To update their register of interests. b) To declare any Personal Interests in items on the agenda and their nature. c) To declare any Prejudicial Interests in items on the agenda and their nature. <p>The councillors were reminded to declare their interests for the meeting. Cllrs Bowker and Carstens declared an interest in the Monkston allotments. Cllr Ferrans declared an interest in planning.</p>	
106/2011	<p>Decision required: Minutes. The minutes of the Parish Council Meeting on 14th November 2011 were reviewed and agreed. Cllr Clark expressed his objection to the decision made at the meeting on 14th November to rotavate an allotment plot on Kents Hill, and requested for this to be noted. The minutes were duly signed.</p>	
107/2011	<p>Decision required: Future of Libraries. The council heard that Paul Sanders confirmed publicly at the consultation meeting in Kingston that the Kingston library would not be closed before the new library is completed. He also confirmed that the business case will need to be built in the new financial year (2012/13). The new buildings in Kingston are confirmed to be public institution use (D1). Cllr Ferrans agreed to explore the parameters of this ruling for the development.</p> <p>Action: Cllr Ferrans to investigate the potential usage of the new development at Kingston.</p>	Cllr Ferrans
108/2011	<p>Decision required: Monkston allotments. The Clerk reported that the final agreements are being made with TaylorWimpey and Lovell as to the final specification works at the Monkston allotments. The Clerk is awaiting a timeline from TaylorWimpey for legal transfer and handover.</p> <p>It was agreed to await TaylorWimpey's response. The Clerk to add this item to the agenda to the next meeting. The Clerk was asked to contact the residents on the waiting list to confirm that they are still keen to take on a plot, and to update them to the current situation.</p> <p>Action: Clerk to contact residents on the waiting list. Action: Clerk to add this item to the agenda for the next meeting.</p>	Clerk Clerk
109/2011	<p>Decision required: Precept planning. .</p> <p>The Clerk was asked to add the following items to the precept planning for review in January:</p> <ul style="list-style-type: none"> • Litter bins, including collections, x 8 • Dog bin brackets to be used on lamp posts £5 x number of dog bins • Play sessions for 2012 and half terms • MK Community Mediation (grant funding) <p>The Clerk reported that the external hard drive had ceased to work. The council agreed that the Clerk should purchase a replacement external hard drive.</p> <p>Action: Clerk to purchase a replacement external hard drive.</p> <p>It was agreed that the council would print the precept letter and deliver to MKC for mailing.</p> <p>Action: Clerk to advise MKC of this decision.</p> <p>It was unanimously agreed that, in the event of catastrophic failure of computer equipment, the chair and two councillors can give the 'go ahead' to purchase a replacement, therefore not having to wait for the next Parish Council meeting.</p> <p>The Councillors were invited to send ideas for inclusion in precept preparations.</p> <p>Action: Councillors to forward ideas for inclusion in precept preparations to the Clerk.</p>	Clerk Clerk Clerk
110/2011	<p>Decision required: Fledglings nursery in Kents Hill. The meeting was adjourned at 8.25pm to 8.33pm to accept report from the youth group at Monkston.</p>	

	<p>The members of the youth group stressed the value of the group and their enjoyment of the activities arranged. The councillors invited them to celebrate what they have already done at the youth group sessions to attract new members, and to share the materials on the Parish Council website, newsletters, etc.</p> <p>The meeting was re-convened at 8.33pm. Cllr Bowker updated the council as to the current situation of devolution of nurseries from MKC to other parties.</p> <p>Cllr Ferrans declared a personal interest in this matter as Jane Andrews, of Ward Andrews, is a personal friend.</p> <p>Cllr Bowker agreed to find out the interest of BT in the land at Fledglings and MK Community Foundation's involvement in the nursery building and land. Action: Cllr Bowker to ascertain information re: BT and MK Community Foundation regarding the building and the land.</p> <p>The Parish Council unanimously agreed that they would respond as follows:</p> <ul style="list-style-type: none"> • To MKC that the Parish Council does not wish to express an interest in taking over responsibility for the nursery. The Parish Council would like to express a preference for a social enterprise organisation to take responsibility for the nursery, rather than a commercial enterprise. • To Ward Andrews that the Parish Council supports the Ward Andrews bid. The Parish Council would look to arrange informal ways to support their operation, if successful, for the links with the community, for example offer a Parish Council representative to the governing board or something similar. <p>All councillors were in full agreement. Cllr Ferrans abstained from the vote. Action: Clerk to contact MKC and Ward Andrews accordingly.</p>	<p>Cllr Bowker</p> <p>Clerk</p>
111/2011	<p>Decision required: Clerk's pension. The council was updated as follows: Back in 2008, at the Parish Council meeting held on 23/6/08, the Parish Council agreed that a pension should be sought for the Clerk. Based on the information available at the time, from BALC and from the Buckinghamshire County Council, the Parish Council made the decision to not join the Buckinghamshire County Council scheme, and instead to seek a private pension scheme into which payments would be made from the Parish Council. This scheme has been running for some time now, and the Parish Council currently pays £60.80 per month into the scheme for the clerk.</p> <p>Recent communications between Clerks have confirmed that some Parish and Town Councils are planning to commence and/or amend their arrangements for pension schemes. Following some information sharing, we were advised that there has been a new NALC Legal Topic Note (attached) regarding retirement pension arrangements. According to this new information (issued August 2011), NALC advises that Parish Councils do not have the power to contribute to any pension schemes other than the Local Government Pension Schemes. Obviously, having read this, the Clerk is concerned that the council is not in a difficult situation. The Parish Council currently contributes £60.80 to the pension scheme (which represents 5% of basic salary). The County Council scheme, at the time of the original decision, was based on 21.1% of the basic salary. The Clerk has contacted the County Council scheme administrators for up to date information on the scheme, and awaits a response.</p> <p>The Clerk was asked to look into the legality of making payments into a private scheme, and to find out what the Court of Appeal judgement <i>Allsop v North Tyneside Metropolitan Borough Council</i> (1992) was about to ascertain if this is relevant to this case. Action: Clerk to make enquiries accordingly in preparation for next meeting.</p>	<p>Clerk</p>
112/2011	<p>Consultation papers: To agree Parish Council responses to the following consultations:</p> <ul style="list-style-type: none"> • Airspace Change proposal 2012. No comments were made. • Oakgrove development. The Parish Council agreed that they would object to the planning application on the basis that: <ul style="list-style-type: none"> - the number of school places has not been confirmed to be sufficient for the residents of Oakgrove, and that the development of a suitably sized school has not yet been agreed. - The Parish Council will respond that the play area is on the edge of the development, away from residents' homes, with sufficient parking and access to the play area for the young people. - Underpass is on a dog leg, not visible from the school or the housing – therefore a potential problem for anti-social behaviour. - Shared ownership properties are all flats – social housing needs to be a mix to accommodate young families. 	

	<ul style="list-style-type: none"> - Route to school has to cross the delivery route (access road) into the retail units (safety). - Turning circle to the retail units from Chaffron Way is too tight for delivery vehicles and needs revision. <p>Action: Clerk to respond to MKC accordingly.</p>	Clerk																																								
113/2011	<p>Progress reports for information:</p> <ul style="list-style-type: none"> • Parish Councillors – co-option vacancies. The Clerk updated the council that there are currently three residents interested in becoming Parish Councillors. The Clerk will continue to discuss interest with potential candidates and to pursue the usual process for appointment. Cllrs Bowker and Laws agreed to meet with the candidates. The Clerk was asked to contact Cllr Smith to invite her to also meet with potential candidates. Action: Clerk to communicate with the candidates and the pursue appointment process. Action: Clerk to contact Cllr Smith. • Monkston Park – bench. The Clerk updated that the bench has been delivered to MKC Colossus, awaiting installation. • Request for action – pigeon droppings. The Clerk reported that three quotations are being sought to clean the area and to install spikes on the bridge to deter pigeons. This project will be the only bridge work to be undertaken in Milton Keynes due to budget constraints. • Monkston Park and Kents Hill allotments (general occupancy and status). The Clerk has appointed two new tenants on the Monkston Park site, and will be undertaking a full inspection of both active sites shortly. 	Clerk Clerk																																								
114/2011	Risk assessment for projects, where appropriate																																									
115/2011	<p>Decision required: Finance.</p> <p>a. Appeals for funding: There was one appeal for funding: Community First Responder Scheme. The council unanimously agreed that £2000 should be pledged to this organisation. The Clerk was asked to prepare a cheque once payee is confirmed for banking purposes. Action: Clerk to arrange payment to the Community First Responder Scheme.</p> <p>b. Payments:</p> <p>Deposit account – income</p> <table border="1"> <thead> <tr> <th colspan="2">Income source</th> <th>Detail</th> <th>Total (£)</th> </tr> </thead> <tbody> <tr> <td>10-Nov-11</td> <td></td> <td>Credit interest</td> <td>Interest November 2011 £1.80</td> </tr> <tr> <td>01-Dec-11</td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="3">Total</td> <td>£1.80</td> </tr> </tbody> </table> <p>Deposit account – expenditure</p> <table border="1"> <thead> <tr> <th colspan="2">Expenditure</th> <th>CQ no.</th> <th>Ex VAT</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Internal transfer</td> <td>Transfer</td> <td>Transfer to current account</td> <td>£10,000.00</td> <td></td> <td>£10,000.00</td> </tr> <tr> <td colspan="3"></td> <td>£10,000.00</td> <td>£0.00</td> <td>£10,000.00</td> </tr> </tbody> </table> <p>Allotment account – income</p> <table border="1"> <tbody> <tr> <td>8-Nov-11</td> <td>Payment from J Dunn IN ERROR</td> <td>Kents Hill allotments IN ERROR</td> <td>1,724.11</td> <td></td> <td>£1,724.11</td> </tr> </tbody> </table>	Income source		Detail	Total (£)	10-Nov-11		Credit interest	Interest November 2011 £1.80	01-Dec-11				Total			£1.80	Expenditure		CQ no.	Ex VAT	VAT	Total	Internal transfer	Transfer	Transfer to current account	£10,000.00		£10,000.00				£10,000.00	£0.00	£10,000.00	8-Nov-11	Payment from J Dunn IN ERROR	Kents Hill allotments IN ERROR	1,724.11		£1,724.11	
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Allotment account – expenditure

Expenditure	CQ no	Excl VAT	VAT	Total		
				£0.00		
Mr J Dunn	32	Refund of payment made IN ERROR by Mr J Dunn into allotment account (should have been his credit card)	LGA 1972 s.112	£1,724.11	£1,724.11	
Anglian Water	33	Water charges 10/8/11 to 3/11/11	Small holdings and allotments act 1908 s23-37	£50.13	£50.13	
R & P Todd	34	Kents Hill allotments	Small holdings and allotments act 1908 s23-37	£710.00	£142.00	£852.00
Alan Wheeler	35	Key deposit refund	Small holdings and allotments act 1908 s23-37	£10.00	£10.00	
				£2,494.24	£142.00	£2,636.24

Current account - income

1-Dec-11	Deposit Account	10,000.00	10,000.00
9-Nov-11	MKC Ward Cllr Bint funding for bench	250.00	250.00

Current account - expenditure

Expenditure	CQ no.	Excl. VAT	VAT	Total		
Milton Keynes Play Association	628	October play sessions	LGA 1972, s.145	£898.68	£898.68	
Monkston Community Centre	629	Hire of hall fete meeting 12/10/11	LGA 1972 s.142	£8.00	£8.00	
Neighbourhood Equipment	631	Athol 5ft wooden bench for Monkston Park	Litter Act 1983, ss5,6; Highways Act 1980, ss130, 96	£250.00	£250.00	
Lubbe and Sons (bulbs) Ltd	630	Bulbs and mechanised planting on V10 Brickhill Street/Plaiستow crescent	Road Traffic Regulation Act 1984, s.72 and Highways Act 1980, s. 96	£2,500.00	£500.00	£3,000.00
Amanda Wilmot	632	Salary December, overtime 5 hours November, 50% holiday entitlement	LGA 1972 s.112	£1,451.37	£1,451.37	
HMRC	633	PAYE and NI	LGA 1972 s.112	£560.60	£560.60	
Amanda Wilmot	634	Reimbursements mileage, use of office, stationery, refreshments for carols	LGA 1972 s.112	£146.80	£146.80	
Friends Provident	Direct debi	Pension contribution for December 2011	LGA 1972 s.112	£60.80	£60.80	
Neighbourhood Equipment	635	Plaque for new bench in Monkston Park	Litter Act 1983, ss5,6; Highways Act 1980, ss130, 96	£23.25	£10.00	£33.25

The payments were all agreed (8 for, 0 against) and the cheques were duly signed by two signatories.

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

	Current account	Balance at	01/12/2011	£14,602.06
	Payments	Above	Debit	£6,409.50
	Receipts	Above	Credit	
	Uncleared cheques			£0.00
	Actual current account balance			£8,192.56
	Allotment account	Balance at	01/12/2011	£3,294.23
	Payments	Above	Debit	£912.13
	Receipts	Above	Credit	£0.00
	Actual allotment account balance			£2,382.10
	Deposit account	Balance at	01/12/2011	£61,386.61
	Payments	Above	Debit	£0.00
	Receipts	Above	Credit	£0.00
	Actual deposit account balance			£61,386.61
116/2011	Decision required: Correspondence report. The correspondence report was reviewed, and there were no actions requested from this report.			
117/2011	Decision required: Planning report. There were no planning items to review at this meeting.			
118/2011	<p>Councillors' reports and items for future agendas</p> <p>Monkston Park street signs. It was reported that verge cutting is causing some street name signs being knocked over.</p> <p>At 10pm it was agreed that the meeting would be continued for a further 10 minutes to allow for Councillor's reports.</p> <p>A vote of thanks was raised to the Clerk for sorting out the broken swing in the play area, and a further vote of thanks was raised for arranging the refreshments after the carol singing, prior to the Parish Council meeting.</p> <p>The play equipment at Claridge Park was discussed.</p>			
119/2011	Dates of the next meetings			

Date	Time	Place	Meeting
Monday 9 th January 2012	7.30pm	Monkston Community Centre	<i>Precept Planning Meeting (PC Meeting)</i>
Monday 16 th January 2012	7.30pm	Church of Christ the King, Kents Hill	<i>Parish Council Meeting</i>
Monday 20 th February 2012	7.30pm	Monkston Park Community Centre	<i>Parish Council Meeting</i>
Monday 12 th March 2012	7.30pm	Monkston Community Centre	<i>Parish Council Meeting</i>
Monday 16 th April 2012	7.30pm	Church of Christ the King, Kents Hill	<i>Parish Council Meeting</i>
Monday 14 th May 2012	7.30pm	Monkston Park Community Centre	<i>Annual Council Meeting and Annual Parish Meeting</i>

There being no further business the meeting was closed at 10.04pm.