

## Minutes

of the **Meeting of the Parish Council** held on 22 September 2008

**Present:** D Livingstone (Chair) E Cooper  
D Edmonds K Perkins  
I Stewart N Warden  
K Thomas

**Visitors:** Mr G Dockree and Mr T Wylie (prospective councillors) and 2 residents.

**Clerk:** C Gallacher

Item 8 was taken out of turn by agreement of the meeting, but all items are reported in Agenda order.

	Action
<p><b>1. Apologies and declarations of Interest</b></p> <p>Apologies were received from C DeMyers-Robinson, J Nicholas, C Osler, G Small and C Williams</p> <p>There were no declarations of interest</p> <p><b>2. Public Time</b></p> <p>No Issues were raised.</p> <p><b>3. Minutes</b></p> <p>Minutes of the meetings on 18 August 2008 and 1 September were agreed and signed as true records of the meetings.</p> <p><b>4. Reports</b></p> <p>The clerk's report was noted.</p> <p><u>Police</u></p> <p>The Police were not in attendance. Members noted preparations being made for their occupancy of part of the building.</p> <p><u>Ward Councillors</u></p> <p>No ward councillors were in attendance.</p>	

Planning & Environment Committee

Minutes of the meeting of 1 September 2008 were presented unsigned as a report and accepted.

Community Committee

Minutes of the meeting of 8 September 2008 were presented unsigned as a report and accepted. It was resolved to install a litter bin at Rusland Circus, Emerson Valley at an indicated cost of £320. It was also resolved to provide funding of £140 for hire of the venue for the Information Day in October.

Policy & Finance

Minutes of the meeting of 15 September were presented unsigned as a report and accepted. It was resolved to increase the hours of the part time youth worker to 20 hours per week.

**5. New Office**

The meeting considered the revised plans provided by architects and noted that the suggested toilet on the first floor was not practical and was unnecessary, while the ground floor layout had been amended to relocate the kitchen for use from either the community centre or the parish meeting room. It was decided that timber cladding was not appropriate for the front elevation detail and an alternative should be found. Members questioned the use of a single colour of green ceramic tile for the community centre wall and also the choice of brick for the light buff elevations. It was suggested that alternatives be considered and the planning application should, if necessary, be submitted with the final choice on these items to be reserved for later approval. It was agreed that the glass panels at the mall entrance should be amended to a brick wall at the lower level and opaque/smoked glass on the upper portion to provide greater privacy. A shower for staff use was also suggested (in the disabled toilet) and a query was raised about depth of footings under the community centre. These issues to be discussed with architects at the next meeting.

**6. Operational Plan**

It had been decided to defer consideration of Objective 4 to a later date and the meeting considered Objective 5 (responsive and effective services) for which the working group had circulated notes and comments. It was agreed that the suggested areas of activity offered a good selection of objectives to be achieved over a number of years. Members were reminded that anticipated legislation from the White Paper on community empowerment may change the role of parishes and of the need to avoid duplication of work being done through other agencies. The provision of services should be demand led and it was agreed that information should be sought from MK Council, the Community Partnership and other bodies. A survey through questionnaires could also be developed.

**7. Parish Boundary Review**

Correspondence from MK Council had been circulated and it was agreed that the proposal to re-align the parish boundary along H6 Childs Way should be confirmed as being council policy. There was less agreement on the proposed warding to grid square level, with some members favouring this as a means to increase public awareness and participation, and bring councillors closer to residents. Others were concerned at the number and possible cost of elections in separate

Working  
group

clerk

grid squares and the potential for conflict if members became too closely focused on the needs of an individual area. It was also recognised that the proposal would increase the number of councillors but there have been difficulties in the past in finding sufficient members. The clerk was instructed to put all these views to MK Council.

### 8. Human Resource

The model contract and draft employee handbook had been circulated, together with suggested amendments from Policy & Finance Committee. It was agreed that these amendments be put to the HR consultants. Additional changes were proposed to include prohibition on smoking in council vehicles and removal of two non-relevant clauses. The clerk was instructed to discuss these with the consultants.

### 9. Edison Square Refurbishment

The meeting noted the circulated report on this and considered the three quotations received from manufacturers and installers. It was resolved that the combined quotation from Children at Play and Myriad represented the best option and the clerk was instructed to finalise the quotation and submit this to WREN for confirmation of funding, so that the installation could be ordered and a schedule established for the work to be done.

### 10. Finance

The monthly finance report was circulated and the meeting adjourned while members considered this. The retrospective approval list was approved and the finance report was then approved and signed by the Chairman and clerk.

It was resolved to authorise signature of cheques to make the following payments:

Inland revenue	paye/nics	2467.58	2237
M Aitkins	landscape contract	1361.05	2238
A H Contracts	bin servicing	761.45	2239
MKC	business rates	1178.00	2240
Mirus IT	IT support	293.75	2241
Pro-clean	office cleaning	78.00	2242
C Gallacher	expenses (mileage)	75.72	2243
C Gallacher	authorised purchases	128.60	2244
M Webber	authorised purchases	69.98	2245
Councillors	schedule	1682.00	2246-55
salary adjustments	schedule	180.00	2256-58
ADT	access control system	188.00	2259
Crispin Rhodes	HR consultancy	2350.00	2260
Ordnance Survey	Map fees	878.05	2261
Stenton Ohbi	architects fees	11593.73	2262
aql	webspace	70.50	2263
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SBE School	gym hire (b'ball)	72.00	2265
SBE School	astroturf hire	120.00	2266

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PHS Group	waste services EVCC	58.69	2267
Anglian water	rates Mayer Gdns	29.75	2268
Southern Electric	office electricity	461.12	2269
Sbepc	tx to reserves	180000.00	2270
Cash	petty cash	42.11	2271
MK City Orchestra	grant	2000.00	2272

**11. Correspondence**

The correspondence list had been circulated for information and the meeting noted :

Clean up project at Shenley Lodge ponds; NALC Larger Councils Conference; Bucks PFA AGM.

A NALC consultation on Standards Committees was noted and the clerk was instructed to advise that we did not see a need to indemnify councillors against possible allegations under the Code of Conduct.

A grant request for the Community Cup was referred to Community Committee.

**10. Meeting dates**

Meeting dates were agreed/noted as:

Planning & Environment Committee	6 October 2008
Community Committee	13 October 2008
Parish Council	27 October 2008

There being no further business, the Chair declared the meeting closed at 21h29

SIGNED.....Chair