



MINUTES of the MEETING held on Monday, 11th July 2016

at 7.30pm at St. Mary's Church, Woughton on the Green

Councillors present: R. Brown (in the Chair) M. Blomley, R. Freeman, C. Hall, J. Howson, R. Kenyon, P. Nash and R. Grindley.

4 members of the public

Clerk: Julian Vischer

1. Public Open Forum

Stuart Bennett (WP) raised three concerns: a) The Groveway-Simpson road junction modifications are barely half-finished – especially poor given the recent serious accident. He would like to see a lower speed limit on all grid roads. Does the PC have a view? b) The new legacy bench seat is suffering from bird droppings and the lack of a smooth surface means it is hard to clean. The bench was accepted on the advice of Robbie Caddock of MK Council who installed it. 3) Any news on developments with the 'Triangle of Land' by the 'Ball Area' in Woughton Park that had been agreed with Andy Hudson?

a) Cllr Freeman responded that the junction works were indeed unfinished but most of the work had been carried out. He had included this issue on the recent tour with the Head of Highways Kim Hills and expressed concern about the almost completely faded white-lines where these were most needed. He had also been informed that MKC had the Vehicle Activated Signs (VAS) in stock but for some reason these had not been erected. He concluded that such alterations would improve the junction considerably. Cllr Freeman added that the Police were not in favour of reducing the speed limit, as they are not in a position (manpower or budget) to enforce such a limit. OWPC does not hold an agreed position on grid-road speed limits.

b) This had already been noted in the Environment Log as an issue with the addition of warping and cracking. R Caddock had been advised and insisted that this was natural for kiln-dried oak. He had offered to clean and stain to smarten up its appearance. It was agreed that heavy pruning of the surrounding tree branches should be undertaken. Clerk to contact R Caddock and request. **Clerk**

c) The Clerk had advised of no change in the status of this area since Andy Hudson's (Head of Environment and Waste) suggestion that OWPC might like to take it on under the CAT scheme. Clearly the 'commitment' given at the on-site meeting in January amounted only to discussion with the Parks Trust and other MKC departments about possible outcomes and not physical action, perhaps principally for budgetary reasons. However Cllr Freeman had showed the area to Kim Hills on the recent visit and he had agreed to include it for consideration in the program of works.

Ric Brackenbury, Ward Cllr, introduced himself to the meeting, as this was his first visit, and asked if there were any areas where he could support OWPC. He suggested the lack of a 'cycle station' under the new Santander scheme in the parish. It was agreed that there was interest in a station perhaps by the Swan public house. It was further agreed that residents be invited for their views in the Newsletter and on the Friends' Facebook page. **Cllrs Howson/Grindley**

2. Procedural

2.1. **Apologies** – Cllr A. Humphries. Accepted.

2.2. **Declarations of interest by councillors** – None. Councillors were reminded that both Cllrs Freeman and Hall played prominent roles in the Heritage Group.

2.3. **To agree the minutes of the May Annual and Ordinary meetings held on 9th May 2016** - Both were duly accepted as a true and accurate record. Proposer Cllr Blomley, Seconder Cllr Howson Unanimous.

2.4. **Matters arising from these Minutes not covered elsewhere on the agenda**

Fly-tipping on Newport Rd – on the turning bay by the underpass - the Clerk reported that this had been an issue in May and two lots of dumped rubbish had been cleared quickly by MKC. Cllr. Freeman added that he had brought this issue up with Kim Hills on the recent tour advising him that it was a recurring problem. Blocking it off would be included for consideration in the program. A general discussion about litter on Newport Road ensued and it was agreed that Cllr Howson make enquiries through the bin emptying contractor about the possible purchase of an OWPC rubbish bin and its emptying with reference to what other parishes do.

Cllr Howson

2.5. **Risk Assessment Schedule** – This was approved unanimously. Proposer Cllr Hall, Seconder Cllr Nash.

3. Finance - Balances and approval of the payments schedule

Trial Balance for the Current Year		
	Debit	Credit
Current a/c	£20,936.32	
Allotments a/c	£6,298.15	
Saver a/c	£3,633.00	
Deposit a/c	£35,000.00	
General Reserves		£65,569.20
VAT on payments	£349.60	
Precept		£4,552.00
Income from Rent		£105.56
Key Deposit		£20.00
Clerk's salary	£986.08	
Stationery	£225.00	
Printing	£80.00	
Website	£63.56	
OWIS	£55.00	
Dog Bin Costs	£471.24	
Insurance	£290.64	
Admin Costs	£80.70	
Venue Hire	£80.00	
Refreshments	£26.67	
BALC membership	£134.47	
Rialtas software	£286.33	
Projects	£750.00	
Ward Grant transfer	£500.00	
Trial Balance Total	£70,246.76	£70,246.76



Summary Receipts and Payments by Budget Heading 29 June 2016

		Budget	Actual YtoD	% spent
Main	Receipts	£9,104.00	£4,552.00	50.0%
	Payments	£11,014.00	£2,780.00	25.2%
Allotments	Receipts	£5,035.00	£126.00	2.5%
	Payments	£4,298.00	£0.00	0.0%
	Activities	£6,200.00	£750.00	12.1%
	Grants	£0.00	£500.00	
Grand Totals	Receipts	£14,139.00	£4,678.00	33.1%
	Payments	£21,512.00	£4,030.00	18.7%

Payments May Meeting to July Meeting

<u>Transaction Detail</u>	<u>Date Paid</u>	<u>Total</u>	<u>VAT</u>
Mthly OWIS	11/05/16	£27.50	
BALC Annual Sub	24/05/16	£134.47	
Dog Bins 8663	24/05/16	£188.50	£31.42
New SO; mthly website	27/05/16	£4.99	
Mthly website	31/05/16	£4.99	
Mthly OWIS	08/06/16	£27.50	
Clerk's salary	13/06/16	£303.26	
Dog Bins 8720	13/06/16	£188.50	£31.42
HMRC PAYE Qtrly 1	13/06/16	£197.20	
Rialtas Software + 1st Sub	20/06/16	£343.60	£57.27
Stationery & Printing	20/06/16	£258.00	£33.00
Clerk's salary	11/07/16	£253.79	
Internal Audit fee	11/07/16	£240.00	£40.00
Newsletter printing	11/07/16	£40.00	
Admin expenses	11/07/16	£65.62	£4.75
Grant for Open Day	11/07/16	£100.00	
Allotments maint & postage	11/07/16	<u>£40.18</u>	<u>£1.33</u>
		£2,418.10	£199.19

The above payments were approved. Proposer Cllr Nash, Seconder Cllr Freeman. Unanimous.

- 3.2 **External and Internal Audit updates** – The Clerk reported that the External Audit Annual Return had been completed and posted within the required deadline following receipt of the Internal Audit. The Internal Audit Report had been circulated. The overall conclusion had been that OWPC had maintained

'adequate and effective internal control measures'. Only minor points had been raised and these would be addressed in the coming months and monitored by the Finance group.

4. Allotments

Patch Report – Professional thieves had probably carried out the break-in on June 9th as they were wearing masks and using steel cutting equipment in a highly specialised way. They also tore out the cables to the CCTV cameras. An insurance assessor had accepted the claim from PAA for damage and theft of machinery including the ride-on mower. Although security was deemed to be of a very high standard the possibility of installing an intruder alert system was being considered. Falconhurst School pupils (Eaglestone) will be making a second visit on July 13th. The Open Day is being held on July 16th.

5. Environment

5.1 Rubbish Bin on Medland – The Clerk and Cllrs Freeman and Howson had all been looking into the issue. The clerk had reported the item to MKC on the reporting system and been told that the issue had been resolved after 10 days, twice. Cllr Freeman presented a choice of three options – to make sure it was included in the rota for collection and not missed out, to remove the bin altogether or to pay for additional emptying. It was agreed that he should monitor the collection schedule and report to the named contact at MKC should a problem arise. Cllr Howson believed that most of the rubbish was deposited by canal-users – removing it might create a bigger rubbish problem. It was agreed that she would make enquiries with the dog bin contractor as per item 2.4 above. **Cllrs Freeman/Howson**

5.2 Environment Log – The Log, issue 26, had been circulated prior to the meeting, and copies were available at the meeting. The developing issues had already been covered above – 1, 2.4, 5.1. Cllr Freeman had developed a detailed illustrated report of works regarding footpaths and roads, from his discussions and tour around the parish with Kim Hills. It was agreed that the programme would be used by Cllr Freeman to monitor those issues whilst the Environment Log would be kept as the less detailed master record of all environmental issues. **Cllr Freeman/Clerk**

5.3 Planning comment

Update on Previous Planning Applications –

- 5.3.1 16/00817/DISCON, 8 The Green Woughton On The Green, Details submitted pursuant to discharge of condition 4 (roof materials) attached to planning permission 13/01870/FUL – *details approved*
- 5.3.2 16/00895/FUL, 4 Foxton Woughton Park, Single storey rear and side extension – *permitted*
- 5.3.3 Appeal against Refusal – 38 Passmore; Change of use from residential dwelling (Use Class C3) to house in multiple occupation (Use Class C4) with 5 x lettable rooms (retrospective). No report issued as yet even though a planning meeting had been held on site. To monitor. **Cllr Grindley**

Planning Applications since last meeting -

- 5.3.4 16/00948/FUL 12 Braunston Woughton Park Milton Keynes MK6 3AU
Conversion of garage to habitable living accommodation, single storey side extension extending 2.2m and rear conservatory extending 3.0m. A letter of objection had been submitted between meetings following email discussion. It had been noted that two residents had made comments on this retrospective application for a residential extension.
- 5.3.5 Cllr Grindley also raised the issue of the large DEPOT signs erected in the village as permission was required for such things. Clerk to make enquiries. **Clerk**



5.4 Village Green status –

- 5.4.1 Passmore – Cllr Blomley and ex-councillor Stuart Bennett were congratulated following the news that village green status had been won for this and Woughton Park pending a final appeal. (*post-meeting note*: MKC had decided not to appeal]
- 5.4.2 Woughton Park – *see above*.
- 5.4.3 The Green – A later application – still awaiting the Regulatory Committee hearing.
- 5.4.4 The Orchard – Still awaiting submission. **Cllr Brown**

6 Communications

- 6.1 **Noticeboard preservation programme** – Cllr Howson reported that the Passmore noticeboard was in need of renovation with wood preserver. Cllr Blomley had volunteered to undertake this if the cost of materials was refunded. **Resolved**: To instruct Cllr Blomley to renovate the Passmore noticeboard and refund the cost of materials. Proposer Cllr Freeman, Seconder Cllr Nash.
 - 6.2 **MK 50 celebration plans** – Cllr. Hall reported in her role as Chair of Woughton Heritage that plans were being drafted by the Group to tie into the MK Council programme of events for 2017.
 - 6.3 **Friends of Old Woughton Page on Facebook** – Cllr Grindley reported that the MK Marathon thanks had been passed on through the Page and the resulting public nature of the thanks had been warmly welcomed by the organisers. He had also highlighted the upcoming alterations in pitches by the Pavilion and advertised this meeting on the Page.
 - 6.4 **Reports to note on any outside meetings** attended by Councillors/Clerk – Cllrs Nash and Kenyon had attended an informative session held by the National Society of Allotment Gardeners. A summary would be circulated. The team were planning to investigate use of the allotments version of the Rialtas software to see how it compared with their existing Excel spreadsheets.
Cllr Hall reported that the Heritage Group had just begun running a series of Heritage Walks in the parish.
 - 6.5 **Correspondence** – *in addition to that circulated by email to all councillors* – None.
 - 6.6 **Newsletter** – Cllr Howson suggested the next copy would be published towards the end of August. Suggestions included – Proposed Canal towpath volunteer session; Falconhurst School’s planned visit to the allotments; Village Green updates; Heritage Group update; Open Day at the allotments report; Passmore residents BBQ.
7. **Date and Time of Next Meeting** – 12th September 2016 at St. Mary's Church, Woughton-on-the-Green at 7.30pm. Then: 14th November 2016

Meeting closed at 9.00pm

Signed

date