

MINUTES of the Parish Council Meeting held on Monday 10th January 2022

At 19h30, St Mary's Church, Woughton on the Green, MK11 9GR

(In accordance with social distance and guidance principles)

Councillors Present: Cllr Charlotte Hall (CH)-(Chair)
Cllr Vanessa Freeman Gwynn (VFG)-(Vice Chair)
Cllr Ray Brown (RB); Cllr Rob Grindley (RG); Cllr Roy Kenyon (RK); Cllr Geoff Long (GL); Cllr Mary Major (MM);
Cllr Phil Nash (PN);

Ward Councillor(s) Cllr Charlotte Hall (dual hat)

Officer Present: Charlie Davies (Clerk) (CD)

In attendance: 5 members of the public

Meeting started at 19h30

REF	MINUTES
1.	<p>Public Open Forum, including Parish and Ward Councillor updates: In accordance with Standing Order 3(e) & 3(f) members of the public may ask questions on any matters dealt with by Full Council included on this agenda. <i>(please note that this item will generally be restricted to a maximum of 15 minutes, subject to Chair's discretion:</i></p> <ol style="list-style-type: none">1. Enquiry as to whether the PC would be planning any events with regards to the Platinum Jubilee celebrations. This would be a good opportunity to bring the parish together. Resident happy to put together some ideas. The PC are arranging for tree planting and welcomed the possibility of a working party on this matter. Time short if any licences or road closures needed to be arranged or other resourcing.2. Resident asked what impact the increase in parish Precept had on local business rates. None, the latter is a separate process administered by MKC <p>Open Session finished at 20:00</p>

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<p>2.</p>	<p>Procedural</p> <p>2.1 <u>Apologies.</u> Council RESOLVED to accept Cllr Emma Wilson's apology.</p> <p>2.2 <u>Declarations of Interests by Councillors.</u> Cllr CH regarding items: the Patch Allotment Association (President) (item 4). Cllr CH is a neighbor of planning application Ref 21/01842/FUL (item 6). Cllr MM regarding item 4, as a Trustee of the Patch Allotment Association.</p> <p>2.3 <u>To agree November 8th 2021 Meeting Minutes (Chair).</u> Council RESOLVED that the draft minutes of the meeting held on 8th November 2021 be accepted as a true copy duly signed by Cllr CH (Chair).</p> <p>2.4 <u>Matters arising from these Minutes not covered elsewhere on the agenda (Chair).</u> There were no matters arising.</p> <p>2.5 PC Insurance Policy is due for renewal June 2022. This is the last year of a 3 yr fixed rate premium. The policy and cover to be reviewed at May meeting. To be mindful that should we enter into devolved landscaping, this would need to be considered under any insurance liability matters.</p> <p>2.6 Cllr Nash reported that the Risk Register is being reviewed and has been circulated to members for comment. The register to be approved at the March 2022 meeting.</p> <p>2.7 We received the resignation of our Clerk Charlie Davies as of the end of January 2022. Her other work and study commitments have un-expectedly become too large to continue with her role as Clerk. Councillors thanked her for her work. Vicky Mote (Clerk to Broughton and Milton Keynes Village Parish Council) has agreed to act as Locum Clerk wherever possible. Further / different options (shared resource) to be considered and the role of the Clerk to be reviewed in terms of resourcing for this role.</p>
<p>3</p>	<p>Finance (Cllr. Kenyon)</p> <p>3.1 <u>Approval of the latest payments schedule (previously circulated).</u> Cllr RK ran through the report. Council NOTED payment schedule dated: 01/11/21 to 06/01/2022. It was noted that the BUDGET v ACTUAL trend graph showed the revenue expenditure running below budget. This is primarily due to less outgoings under the Clerk's Pay line.</p> <p><u>Financial situation report (circulated prior to meeting).</u> Savings Account: 12-month fixed term interest account has recently matured. Current rate is 0.5% higher than the instant access account. Monies will be left on instant access. Monitoring fixed rates being offered. Bank Balances: Monies held at Metro Bank as at 31/12/21 were £35,333 and outstanding liabilities were £2,981 with a net balance of £ 32,352.</p>

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	<p>3.2 Budget and Precept 2022-2023 The draft budget which has been made available under consultation (no objections received) and circulated to be accepted as the confirmed budget for 2022-2023 (£13,309 revenue expenditure and £2,000 Capital expenditure)</p> <p>The Council RESOLVED to accept the Budget for 2022-2023</p> <p>After thorough consultation and consideration it is proposed that the PRECEPT for 2022-2023 be set at £10,925.</p> <p>The Council RESOLVED to accept the Precept. It was noted that this decision is required to be formally submitted to MKC by the end of January 2022.</p> <p>3.3 Bank Reconciliations: Confirmed, verified and noted</p> <p>Council thanked Cllr Keynon and the Finance Group for their work.</p> <p>The Council RESOLVED to accept the Finance Report.</p> <p>3.4 AUDIT 2021-2022</p> <p>The internal Audit is underway and PART1 of information required is being prepared to be submitted shortly to the Internal Auditors. (21st January 2022).</p>
<p>4</p>	<p>Allotments</p> <p>4.1 <u>Patch Report (previously circulated) (Patch Allotment team).</u> Council NOTED the Patch Allotment Committee Report presented by Cllr RK.</p>
<p>5</p>	<p>Environment</p> <p>5.1 <u>Conservation Area Review</u> A delegated meeting of MKC with Cabinet Member responsible for this portfolio took place on the 7th December 2021 with representations from members of the public, residents and Cllr Grindley on behalf of OWPC. The decision was deferred. Cllr Marland to visit site with Officers.</p> <p>The Council RESOLVED to write to encourage and welcome this to take place as soon as possible and to assist in anyway appropriate.</p> <p>5.2 <u>Environment Log (previously circulated) (Cllr Hall).</u> There are a number of issues: trees down ; gates broken, potholes; poor road surfaces; signage; fly-tipping and the continued issue of hedges not being cut back.</p>

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It was noted that there were a number of rough sleepers within the parish at this time and that the appropriate agencies and partners / teams (MKC/PT) had been informed to ensure all welfare support is made accessible as quickly as possible.

5.3 Devolved Landscaping (Cllr Freeman Gwynn;Cllr Hall)

Progress is being made to explore the possibility of a devolved landscape / model arrangement with MKC and The Parks Trust (PT). As a small Parish, and with the majority of landscape management being carried out by the PT it would seem a sensible approach if financially viable. A costing task is taking place at this time. As a parish we have noted our 'interest' with MKC (under the conditions of working with the PT etc). This will need to be re-affirmed and considered again in March.

Cllr Hall noted that Campbell Park Parish Council have been in contact (they are already devolved) to say that they could have the capacity to work with us on this matter.

6 Planning (Cllr Grindley)
6.1 Update on Previous Planning Applications

REFERENCE	ADDRESS	DETAILS	STATUS
21/02238/FUL	15 Castle Rose WP	Garage conversion and replacement of flat roof over garage with new pitched roof	REFUSED
21/01842/FUL	5 The Green WOTG	Erection of garden Shed	PERMITTED
21/02647/TPO	1 Rogers Croft	The reduction in height by 2.5 m of x 7 Yew Trees TPO order: PS/540/15/40	PERMITTED
21/02939/TPO	Nr North Cottage-The Green	Reduction of crown and removal of dead wood. Ancient Horse Chestnut. The Parks Trust	PERMITTED
21/03018/FUL	17A The Green WOTG	Erection of a detached rear outbuilding to form a garden room /gym	PERMITTED
		Planning Applications since last meeting	
21/03561/FUL	22 Passmore	Erection of ramp to primary access. New Front door and single storey extension	PENDING
21/03018/FUL	17 The Green	Extension of Garage	PENDING

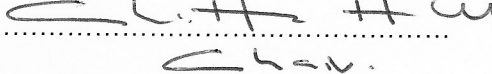
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	<p>6.2 <u>Planning Matters.</u></p> <p>There have been a number of changes of case officers in MKC.</p> <p>Cllr Hall noted that the Jubilee Oak (which has a TPO on it and is historically significant) needs an assessment. Lorries and oversized vehicles continue to crush the root protection area and it is showing signs of disease and stress.</p> <p>It was RESOLVED by the Council that Enforcement would be contacted on a number of matters of concern and that Land Registry documents purchased as needed and that advice would be sought with regards to the Oak.</p>
<p>7.</p> <p>7.1</p>	<p>Communications</p> <p>7.1. <u>Reports from any other outside meetings (All).</u></p> <p>7.1.1 <u>Lucas Place Update (Cllr Grindley)</u> Cllr Grindley in liaison with ORBIT on a number of matters: line marking in parking bays; programmes of works; parking Signage (to be removed). A meeting will be arranged to catch-up on these matters and update for residents.</p> <p>7.1.2 <u>Woughton House Hotel (Cllr Hall)</u> Ward Councillor Hall has regular meetings with the hotel Manager / Home-Office representatives and other agencies such as TVP and supporting groups. Many individual residents are supporting through the donation of clothes; games; 'sweet treats' and more. The arrangement with the Home Office is a temporary one.</p> <p>The question of whether the hotel can have the status of a hostel has been raised with MK Planning Department – all of which is highly technical. Cllr Hall noted and reminded the Council that the Hotel was delisted as a Grade II Listed building in 2017.</p> <p>7.1.3 <u>Canal Matters (Cllr Long)</u></p> <p>Cllr Long reported that he had attended a meeting (virtual) with various groups key stakeholders and that there was an optimism that the canal network would be extended. Further that additional seating and art-work were being considered along tow-paths – the latter to encourage tourism.</p> <p>'Electra' (MK's electric canal boat) has been a huge success - 192 cruises undertaken with over 1,300 passengers.</p> <p>'Arianna' a canal boat (in poor condition) has moved along the canal to Simpson .</p>

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7.2	<p><u>Correspondence - other than email (ALL)</u></p> <p>The Allotment team noted that correspondence had been received from a Patch Allotment Tennant. PAA dealing with the matter.</p>
7.3	<p><u>Newsletter (Cllrs Freeman Gwynn. Hall & Nash)</u></p> <p>Cllr Freeman Gwynn reported that the Winter Newsletter (that was well received) had been distributed prior to the Annual Parish Meeting (which was well attended)</p> <p>Calendar sales will cover the cost of production.</p> <p>The Spring 2022 Newsletter (due to go out end of March) is now in production and contributions welcomed.</p>
8.	<p><u>Date and Time of Next Meeting</u></p> <p>Full Council Monday 14th March 7.30pm</p>

Meeting Closed at 20:18

Signed 

Date : 14/03/ 2022