



Draft Minutes of the Meeting of the Parish Council
held on
Monday 1 February 2016 in the Village Hall

Present: Cllr J Covington (Chair), Cllr. Reynolds, Cllr M Covington, Cllr. R Gilbert, Cllr D Knight and the Clerk.

Also present: 2 members of the public

The Chairman welcomed everyone to the meeting

1. Apologies for absence – None received

2. Declaration of Interests – Item 13 (b) Councillor Item on Village Green Cllrs J Covington, M Covington, R Gilbert and J Reynolds declared an interest as they are on the Village Fete Committee.

3. Minutes of the previous meeting – The minutes of the meeting held on 4 January 2015 were approved and signed by the Chair.

4. Clerk's Report

The clerk reported as follows:

- Pavement Resurfacing / Footpaths
Garages at The Close.
Capital Bids –

The Clerk had emailed Tony Toynton who has taken over from Mike Hainge as Service Director Public Realm, copying in the three ward Councillors detailing the Parish Council concerns about the lack of responses and progress on the outstanding projects and that the Parish Council has been asked by the Auditors to ensure that the projects are completed. The response received indicated an acknowledgement of the email and advised that the matters would be investigated.

- Alcove Floor – Cllr M Covington advised there was no progress to report
- Speed Indicator Devices – Adrian Carden had received the data files and had passed them onto Olney Police (TVP).
- Broadband connection to the village – the Clerk distributed the response from M Smith which advised that the village was too far from the local broadband street cabinet to benefit from superfast broadband and that he would be attending the next Area Forum on 9 March and will answer questions. **Action: Area Forum Rep**
- Cllr M Covington advised he had contacted Andy Dickinson MKC Public Realm to install the bus shelter posts.

- Contribution to Olney Library – Olney Town Clerk had advised that Weston Underwood contribution would be £42.98 for 5 current library members from the village.

Proposed: Cllr Reynolds proposed that the Clerk write to Olney Town Council Clerk to confirm a Parish Council contribution of £50.00

Seconded: Cllr M Covington Agreed: All

Action: Clerk

- The date of the Annual Parish Meeting was discussed and agreed Monday 4 April 2016 and that a guest speaker from TVP or South West Ambulance Service be invited
- Ward Based Budget Application – following the request from the Ward Councillors at the January meeting, the Parish Council suggested an application of £200 forwarded for the Defibrillator project.

Action: Clerk

Action: Clerk

5. Finance Report

- (a) The Clerk advised that the November bank statements had still not been received and that duplicates had been requested again. **Action Clerk**

Bank Balances at 31 December 2015

B/A - £ 18,361.60

C/A - £ 21,348.57

- (b) Payments:

| | |
|---|-----------|
| 1) A H Contracts – Dog Bins January 2016 | - £ 38.74 |
| 2) Clerk's salary and expenses for January 2016 | - £225.80 |
| 3) HMRC January 2016 | - £ 38.04 |
| 4) J Covington & Son (Alcove Maintenance Works) | - £ 52.00 |

- (c) The proposed grant payments 2016/17 were agreed:

| | |
|-----------------|-----------|
| Gate Group News | - £175.00 |
| WU PCC | - £100.00 |
| Young Farmers | - £ 50.00 |
| Ravenstone WI | - £ 50.00 |
| SRW Club | - £100.00 |

Proposed: Cllr Reynolds

Seconded: Cllr Gilbert

Agreed : All

- (d) The Councillors reviewed the Balance sheet 1 April 2015 – 31 January 2016 and requested that in future, amounts set aside Projects be included.

Action: Clerk

6. Planning Applications

The Parish Council noted the following planning permission advices:

Application No 15/03102/TCA dated 18/12/2015 Notice of Intention to fell one Holly tree at Denham Lodge, Cross Lane, Weston Underwood. Planning application had been approved.

7. Grounds Contract Renewal

Tender for Contract for Gardening Services for Weston Underwood April 1st 2016– March 31st 2018

The councillors agreed that tenders be invited for the contract with the addition of the Alcove grass cutting, from three companies, as advised by NALC Procurement Procedures: Three companies of D C Blunt, Oakham Garden Services, Bozeat and Warners of Bedford, were suggested:

Proposed: Cllr M Covington
Seconded: Cllr Reynolds
Agreed: All

Action: Clerk

8. To Report on Public Consultations

- i. MKC Site Allocations Plan extended to 10 February 2016
- ii. MKC Planning Document Update : Plan KK consultation dates from 13 January to 6 April 2016 <http://miltonkeynes-consult.objective.co.uk/portal/planmk>
The clerk was asked to forward the email from P Ayles (Castlethorpe P C) to the parish councillors and include it on agenda of the March Parish Council meeting to draft a response
Action: Clerk / All Cllrs
- iii. Minerals Local Plan Publication of Local Draft for comment 27 January to 9 March 2016 and include it on agenda of the March Parish Council meeting to draft a response.
Action: Clerk / All Cllrs
- iv. Marston Vale Rail Consultation Bedford to Bletchley forthcoming meeting at Olney on 20 February 2016.
Action: All Cllrs

9. To Receive an Update on the Defibrillator Project

The clerk confirmed that the all-weather Cabinet for the AED Defibrillator had been ordered from WEL Medical Ltd at a cost of £590 plus VAT. Delivery was imminent but had been held up due to the floods in Carlisle where it was being manufactured;

- (a) The clerk had contacted Chris Hales MKC Streetlighting to request a power source from an adjacent street light next to the bus shelter similar to the connections used for Christmas lights by other parish and town councils.
As no response had been received, the Clerk had contacted Andrew Coleman of MK Transport to ask if a light could be installed in the bus shelter with a connection to the Defibrillator, as part of the review and update of bus shelters by MKC;
- (b) Councillor M Covington had undertaken training as part of his company and was now authorised to use the Defibrillator;
- (c) The clerk had contacted D Tracey of Couth Central Ambulance Service who offered training FOC but asked for a contribution to their Mobile Classroom Project. The Councillors asked the clerk to book Mr Tracey for either 14 or 21 March at the Village Hall for a training session and to check the number of people who could be trained in the session and if a defibrillator would be provided.
Action: Clerk
- (e) The Clerk advised that she was in the process of applying to the Community Foundation for funding to cover the costs.
Action: Clerk
- (f) The clerk suggested that she contact Ward Councillor K MacLean with a request for £200 from the Ward Councillors Budget they had requested applications at the previous meeting.
Action: Clerk

10. To report on Correspondence relating to the Council

The Parish Council noted the following items of correspondence:

1. Councillor Training Neighbourhood Planning
2. MKDP Update Meeting 24 February 2016 7pm Council Chamber
Civic Offices
3. Response to a resident about CMK Station Square and Traffic Lights
4. Copy Submission of Parish Precept Documents to MKC Lisa Wheaton Finance
5. Copy letter to Barclays Bank re missing Bank Statements

6. New External Audit Regulations re opting out for smaller authorities
7. Training for Parish Clerks on 2016 Election procedures

11. To report on Cowpers Alcove

Cllr M Covington reported that there was no further update on the flooring.

Cllr J Covington reported that the works on the roof slates and tree branches had been completed.

It was noted that the Terms and Conditions report would be considered at a later meeting and Councillor Gilbert advised he would supply an electronic version **Action Cllr Gilbert**

12. To update on Parish Projects – SID's

The units had been passed to Olney Town Council to store.

13. Councillor Items

(a) Cllr Gilbert advised that the Cherry Tree on the Village Green required cutting back by D C Blunt. **Action Clerk**

(b) Cllr M Covington requested that the Village Green be used for the Fete on 12 June 2016 and the usual access point be used. As the other Councillors had disclosed an interest, Cllr Knight noted the request.

14. Open Forum –

No items advised

15. Date of next meeting

The next meeting is on Monday 7 March 2016 at 8.00pm in the Village Hall.

The Chairman thanked everyone for coming and closed the meeting at 9.04pm

Signed.....

Dated.....