

7 June 2017

Minutes of Main Meeting of Stantonbury Parish Council  
 Held at **7.30 pm** on **Wednesday 7 June 2017**  
 At Stantonbury Parish Office, 126 Kingsfold, Bradville

	<b>15 Minute session for members of the public to speak</b>	
15/17	<p><b>Present:</b>          Cllr G Davison (GAD)          Cllr R Wilde (RW)          Cllr S Agintas (SA)          Cllr S Kennedy (SK)          Cllr P Kirkham (PK)          Cllr L Morgan (LM)          Cllr D Outram (DO)          Cllr G Parker (GP)          Cllr D Wright (DW)</p> <p>K Fane – Administration Officer – Minute Taker          L Emmanuel – Project Manager – Neighbourhood Plan –          Arrived – 8.08 pm          PCSO Sabrina Medford - TVP</p>	
	<p><b>Proposed by Cllr L Morgan and Seconded by Cllr S Agintas to bring forward TVP Item 32/17.</b></p> <p>PCSO - Sabrina Medford – informed Council she was not aware of any current local crime issues within the parish. Chairman Davison asked to know how residents can guard against burglaries. PCSO Medford gave following points:</p> <ul style="list-style-type: none"> <li>• Keep doors closed</li> <li>• Keep eyes out for anything/one unusual in immediate neighbourhood</li> <li>• If away, do not post photos/notifications on Social Media until after returned home</li> <li>• Look out for neighbours when they are away</li> </ul> <p>Chairman Davison asked to know TVP guidance on placement of TSID. PCSO Medford confirmed she would request a guidance document for the council.</p> <p><b>Proposed by Cllr G Davison and Seconded by Cllr D Outram to bring forward Neighbourhood Plan Item No:</b></p>	

	<b>31/17.</b> a) Project Manager updated Council on the residents/business/school meeting attendance.  b) Planning Consultant – L Emmanuel informed council of timeframes and how to arrange potential Planning Consultants.	<b>LE to prepare letter for GAD to sign and issue to list of consultants</b>
16/17	<b>Apologies for absence:</b> Ward Cllr M Burke	
17/17	<b>Declarations of interest:</b> Cllr L Morgan – Item 22/17 Bancroft Park Over 50's Club Grant Cllr D Wright – Chairman's Remarks – Land adjacent to Berry Court	
18/17	<b>Chairman's Remarks:</b> - New Mayor of Milton Keynes notification - email - Mayor of Newport Pagnell Civic Service - Invite - Seafarers UK Merchant Navy Day – flag day - Christ Church Stantonbury Under 5's Group Thankyou - Armed Forces Day Flag Raising Ceremony 19 June - TVP Email-Independent Custody Visitors Volunteers - Email from MKC :ref: land adjacent to Berry Court, Bradville - MK Community Foundation Raffle - Email from resident re: grass verge land ownership-Selkirk dv, Oakridge Park	<b>Office to respond</b>
19/17	<b>Reports:</b> Cllr G Davison and Cllr R Wilde gave a verbal update on meeting with K Petitt from Milton Keynes Council.	
20/17	<b>Minutes:</b> To approve and sign the Minutes of Main Meeting held on 17 May 2017. <b>Agreed 7 votes for. 2 Abs.</b>	
21/17	<b>Finance:</b> a) Cheques – List Provided. <b>Noted.</b> b) Bank Payments – List Provided. <b>Noted.</b> c) Debit Card-List Provided. <b>Noted.</b> d) Accounts – April 2017. <b>Agreed 9 votes for.</b> e) Annual Internal Audit Report. <b>Noted.</b>	

22/17	Grants – Budget for 2017-2018 Fund Remaining £13,800		
a)	<b>Organisation</b>	<b>Reviewer &amp; Power to be used</b>	<b>Amount requested</b>
	Roman Park Over 50's Club	LGA 1976 S19 (3a) Issued to Cllr R Wilde 17/5/2017 Proposed that the grant is reduced to £250 Agreed by 9 votes for	300.00
23/17	<b>Planning &amp; Licensing:</b>		
	<b>Address</b>	<b>Description</b>	
	<b>For information only:</b>		
a)	<b>17/01015/PNHSE</b> 41 Stanton Avenue, Bradville, Milton Keynes, MK13 7AR	Prior notification for a proposed single storey rear extension measuring 4.815 metres from the rear wall of the existing dwelling with a maximum ridge height of 3.315 metres and maximum eaves height of 2.665 metres.  MKC confirmed 'The Prior Approval of the Authority is Required and Refused'. No prior notification to SPC.  <b>SPC Noted.</b>	
b)	<b>17/00803/FUL</b> 136 Selkirk Drive Oakridge Park, Milton Keynes, MK14 6FF	Single storey rear extension with flat roof. Planning Permission Granted. Not on SPC Agenda-No Cllr Comments at MM 19/04/17. <b>Noted.</b>	
24/17	<b>Changes to SPC Documentation for Logo Changes Only</b>		
a)	Fire Safety Policy/Plan Freedom of Information Policy Stantonbury Parish Council Stress Policy The Risk Assessment Lone Working risk Assessment Statement of Intent Training Complaints Handling		
b)	<b>To agree updates to the Financial Regulations referred from the Management Committee. Agreed 9 votes for.</b>		

c)	<b>To agree the new Social Media Policy as agreed by the Management Committee. Agreed 8 votes for. 1 Abs.</b>	
25/17	<p><b>Parish Grants Programme 2017/2018 – Deferred from MM 03/05/17.</b></p> <p>To decide whether PC would like to apply for any of the following Grants 2017/18.</p> <p>The three funds available are:</p> <ul style="list-style-type: none"> <li>• Parish Partnership Investment Fund (PPIF)</li> <li>• Play Area Improvement Scheme (PAIS)</li> <li>• Community Parking Partnership Scheme (CPPS)</li> </ul> <p><b>Cllr R Wilde and Cllr G Parker updated council on the Parish Partnership Investment Fund (PPIF) and Play Area Improvement Scheme (PAIS).</b></p> <p><b>Cllr G Davison gave council update on Community Parking Partnership Scheme.</b></p> <p><b>Council agreed to go ahead with (PAIS) and (CPPS).</b></p>	
26/17	<p><b>Communication from Residents</b></p> <p>To review and discuss all communication from residents.</p> <p><b>-Email from Resident re-litter in Wheelers Lane, Bradville.</b></p> <p><b>Chairman requested office to look into further</b></p>	<b>Office to email resident</b>
27/17	<p><b>New Dog Bin Request – The Redway between the rear of the Mathieson Centre, Bradville and Hadrians Drive</b></p> <p><b>Referred from Chairman's Remarks 17/05/17</b></p> <p>To look into the options available to site a dog bin.</p>	<b>Allocated to DW to look into site options.</b>
28/17	<p><b>Appointment of Deputy Clerk/Office Manager</b></p> <p>Council to confirm the position of deputy Clerk/Office Manager as a job role in the Parish Office.</p> <p><b>GAD requested Council vote in principal.</b></p> <p><b>Someone 5 days per week, not necessarily full-time</b></p> <p><b>To be Deputy Clerk/Office Manager</b></p> <p><b>Need Office Manager experience</b></p> <p><b>Is a Clerk</b></p> <p><b>Agreed 9 votes for.</b></p>	
29/17	<p><b>Local Award Scheme-Quality Council</b></p> <p>Council to discuss and agree on whether they wish to apply for the Local Council's Award Scheme.</p> <p><b>GAD requested comments from Council.</b></p> <p><b>SK &amp; RW expressed intention for long term plan.</b></p> <p><b>Agreed 9 votes for.</b></p>	
30/17	<p><b>Proposed by Cllr S Kennedy and Seconded by Cllr G Davison – Newsletter Photographic Competition Prizes- Transferred from Newsletter Meeting 23/05/17</b></p> <p>At the newsletter meeting it was agreed to hold a photographic competition for young people for the July newsletter.</p> <p>To agree to award two prizes of £30 (for ages 5-12 years and</p>	

	13-18 years). Photos will remain ours to use in future. (Vouchers only). <b>Agreed 9 votes for.</b>										
31/17	<b>Neighbourhood Plan</b> a) Project Manager to provide report and update council.  b) <b>Planning Consultant. Deferred from Main Meeting item: 316/16 on 19 April 2017</b> Council to continue to look into appointing a Planning Consultant. <b>Brought forward to start of meeting</b>										
32/17	<b>TVP Update</b> For PSCO/PC to present update on local Parish issues. <b>Brought forward to start of meeting.</b>										
33/17	<b>Buildings valuation report</b> To agree the commencement of the formal tender process for the selection of a Surveyor for the valuation of the Wylie Drop in Centre and the Main Parish Office. <b>Agreed 9 votes for.</b>										
34/17	<b>Legal Services</b> To agree the payment of £630 inc. VAT as payment for the fee from EMW for legal services in respect of Risk Assessment of staff within the Parish Office. <b>Agreed 9 votes for.</b>										
35/17	<b>Work Place Risk Assessment</b> To agree the payment of professional services for Work Place Risk Assessments carried out with staff members within the Parish Office. <b>GAD led Council discussion.</b> <b>Council agreed fee to have limit of £500.00.</b> <b>Agreed 9 votes for.</b>										
	<b>Confidential</b> The Committee is invited to resolve that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw. Public Bodies (Admissions to Meeting) Act 1960 the public and press be excluded.										
	<b>Upcoming June Meetings – All held at Parish Offices unless otherwise stated.</b> <table border="1"> <tr> <td>7 June 2017</td><td>First Main Meeting</td><td>7.30 pm</td></tr> <tr> <td>14 June 2017</td><td>Management Committee Meeting</td><td>10.00 am</td></tr> <tr> <td>14 June 2017</td><td>Allotment Committee Meeting</td><td>7.30 pm</td></tr> </table>	7 June 2017	First Main Meeting	7.30 pm	14 June 2017	Management Committee Meeting	10.00 am	14 June 2017	Allotment Committee Meeting	7.30 pm	
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	21 June 2017	Second Main Meeting	7.30 pm	
	27 June 2017	Community Projects Meeting	10.30 am	

Meeting Closed 9.34 pm

**To confirm that next meeting of Stantonbury Parish Council  
Will be held on Wednesday 21 June 2017 at 7.30 pm  
At the Parish Office, 126 Kingsfold, Bradville**

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02-2017-2018 MMM 7 June 2017

Signature:..... Date:.....