

Emberton Parish Council

Minutes of Meeting – 11th May 2015

Present: Councillor Steve Gibson – Chairman
 Councillor Vicki McLean – Vice Chairman
 Councillor Cynthia Cheney
 Councillor Soo Hall
 Councillor Mike Horton
 Councillor Harry White

Ward Councillor Keith McLean (part meeting)

Mrs Karen Goss – Clerk and RFO

Election of Chairman

It was proposed by Councillor Cheney and seconded by Councillor Horton that Councillor Gibson be elected Chairman. Councillor Gibson duly signed the Acceptance of Office and the meeting continued with Councillor Gibson in the Chair.

Election of Vice Chairman

It was proposed by Councillor Gibson and seconded by Councillor Hall that Councillor McLean be elected Vice Chairman.

Signing of Register of Members' Interests & Declaration of Acceptance of Office

Councillors signed the Acceptance of Office and Register of Members' Interests and the clerk to return these to MKC. Councillor Gibson to complete the Candidate expenses form. The clerk to contact Councillor Flowers to arrange for his forms to be completed.

Election of Parish Council representative to the Playing Field Committee

In his absence, Councillor Flowers was appointed as representative to the Playing Field Committee.

Election of one Parish Council representative to the Emberton Park Liaison User's Group

Councillor Cheney was appointed as the representative to attend PLUG.

Nominate Parish Council representatives to attend Milton Keynes Council Meetings – Parishes Forum (2 representatives)

The clerk commented that it was normally the Chair and Vice Chair that attended this meeting. Councillors Gibson and McLean to attend this meeting when items of interest arise on the agenda.

Nominate Parish Council representatives to attend the NE Area Consultative Forum

Councillor White was appointed as the representative to attend this meeting.

Nominate Parish Council representative to attend NAG Meeting – Councillor Hall to attend this meeting when available.

Apologies for Absence

Apologies for Absence were received from Councillor Flowers and Ward Councillors Peter Geary and David Hosking.

Declarations of Interest

There were no Declarations of Interest.

2.0 MATTERS ARISING FROM THE LAST MEETING

254 - Dates for Commitment – The dates for meetings were noted.

254 - Clerk's Report - The Clerk's report was previously circulated.

210 – PLUG – Meeting held 16/4/15. Councillor Horton commented that he wondered if the PLUG was of any value, as it had no power at all, no ideas were being put forward and therefore nothing to vote on. He went on to state that the café was closed and that it now needed to be put out to tender and three estimates obtained. Councillor White commented that the Sikh festival was discussed; MKC did give out black sacks when visitors arrived but there was still a clean up cost. Councillor Keith McLean commented that the problem was that no one knew when the visitors would turn up. 50th Anniversary will take place on Saturday 6th June and MKC were looking for volunteers.

A discussion took place regarding the lack of a café and it was agreed to write to Andy Hudson (copy to Mike Hainge) stating the parish council were disappointed to learn that there was no café and would like to see one up and running before the school holidays.

KG

214 – EPFC - Meeting held 28/4/15. The clerk reported that the committee had appointed an architect to draw up plans for bi-fold doors and associated building work and that three estimates were currently being sought.

Update from Ward Councillor

Local Council Elections – Councillor McLean thanked the parish council for their support on behalf of David Hosking.

2.1 Councillor's Concerns from previous Minutes

2.1.1 **Village Design Statement/Village Questionnaire** – Nothing to report on this matter.

2.1.13 **High Street footpath (opposite Cedar House)** – Nothing to report.

2.1.17 **Footpath, Petsoe End** – Nothing further to report.

2.1.24 **Weeds** – Nothing to report.

2.1.73 **Confidential item**

2.1.86 **Directional signage to Emberton Country Park** – The clerk contacted Ringways on the 7th May, no response received.

2.1.88 **Water trough at allotments** – The clerk reported that any contractor would be covered by their own liability insurance for work on the allotments and that a volunteer working on behalf of the parish council would be covered by its liability insurance. The clerk to obtain a third estimate from Andrew Sinfield.

KG

2.1.97 **Three Shires Way sign (entrance to Old Orchard)** – The clerk reported the vegetation covering the sign at Old Orchard for the Three Shires Way on 22nd April (ref 572023) and the need for the sign to receive some attention.

2.2 **High Street, resurfacing** – Nothing to report on this matter.

3.0 SPECIFIC AGENDA ITEMS

3.1 **Emberton Park** – Reported on under PLUG.

3.2 **234** – Local Government – The clerk confirmed that the application to the PPF was due by the 29th May.

3.6 Parish Related

3.6.82 **Pothole, entrance to Emberton Park** – Nothing further to report.

3.6.83 **Raised footpath, Olney Road (opposite number 49)** – Nothing to report.

3.6.90 **Speed Indicator Devices** – The clerk reported that a training session had taken place with Traffic Technology regarding the variance between the displayed speed and the recorded speed. It was noted that the data received was the Vin (the speed of a vehicle when the device was first triggered which could be up to 200m away). The Vout data (the speed as the vehicles passes the SID) was not being recorded and it was agreed that Traffic Technology would be asked if this could be made available.

3.6.93 **Action plan from village walkabout** – See attached sheet.

3.23 **Localism Bill and Community Right to Bid** – Nothing further to report.

3.51 Traffic management and local safety schemes

Signage exiting Emberton Park – The clerk reported that she had emailed Steve Lain but had not received a response. The clerk to follow this up. **KG**

Bus stop in Olney Road – The clerk emailed Steve Lain to ascertain whether the application for funding had been successful for improvement to the bus stop in Olney Road. Response awaited. The clerk to follow this up. **KG**

3.65 **Transparency Code for smaller authorities** - The clerk reported that this was in hand and it was agreed to remove this item from the Agenda.

4. PLANNING APPLICATIONS

4.2 **Wind Farm Community Benefit Fund** – Councillor Horton reported that there was still the on going situation of an over payment to the fund.

4.109 **14/00407/FUL** – Solar Farm and Community Benefit Fund. The clerk reported that an invoice had been sent to Emberton Solar Park for the community fund in the sum of £31,500.00 and suggested that Councillors set up a sub committee to administer the fund. Councillors V McLean, Hall and Horton agreed to be on a sub committee.

The clerk commented that she would draw up some draft documents for discussion when the committee first meets.

- 4.136 **15/00366/FUL** – Variation of condition 4 (construction of new access) attached to application 14/407/FUL for retention of existing access at land to the east of Rectory Farm, Newton Road – **permitted**.
- 4.137 **15/00502/FUL** – Two storey side and rear extension to existing property and subdivision to create two 3 bedroom dwellings with gardens and parking at 32 Gravel Walk – **pending**.
- 4.138 **15/00574/FUL** – Change of use of land to create an outdoor riding arena, and the installation of three timber stables and tack room at land north of Chaff Barn, 2 Manor Court – **pending (application needs amending)**
- 4.139 **15/00734/FUL** – Prior notification for conversion of agricultural buildings to residential properties (use class C3) at Rectory Farm, Newton Road – **permitted**

Councillor Keith McLean left the meeting

5. **ACCOUNTS** – to agree payments and items, as listed below
- 5.1 **RFO's Report and discuss banking arrangements with National Westminster Bank** – The RFO's report for the 11th May was accepted. The clerk reported that she had made arrangements for change of signatories for the Co-operative Bank to remove Councillor Cooper and add Councillor Vicki McLean. Councillor Cheney stated that she no longer wished to be a signatory on the accounts. The change of signatory application form was completed.
- 5.2 **Fixed Rate Deposit Account with Cooperative Bank** – The clerk requested that Councillors complete the application form for the Fixed Rate Deposit Account with the Cooperative Bank.
- 5.3 **Internal Auditor** – It was proposed by Councillor Gibson, seconded by Councillor Hall and unanimously agreed that end of year accounts be accepted.
- 5.4 **Approval of Annual Return and confirmation of Internal Auditor's Report** – It was proposed by Councillor Hall and seconded by Councillor V McLean that the Annual Return be accepted together with the Internal Auditor's Report.
- 5.5 **Approval of Mazars as external auditors** – It was proposed by Councillor V McLean and seconded by Councillor Hall that Mazars be appointed external auditors.
- 5.6 **Approval of Standing Orders** – It was proposed by Councillor Hall and seconded by Councillor Gibson that the Standing Orders be accepted.
- 5.7 **Approval of Financial Regulations** - It was proposed by Councillor Hall and seconded by Councillor Gibson that the Financial Regulations be approved.
- 5.8 **Approval of Risk Assessment for 2014/2015** – It was proposed by Councillor Gibson and seconded by Councillor Hall that the Risk Assessment for 2014/2015 be

accepted.

- 5.9 **A H Contracts** – Payment for emptying dog waste bins for the month of April in the sum of £64.56. Payment proposed by Councillor Gibson, seconded by Councillor Hall and unanimously agreed by all those present.
- 5.10 **Thomas Fattorini** – Payment for two bars for chain of office in the sum of £101.28. Payment proposed by Councillor Gibson, seconded by Councillor Hall and unanimously agreed by all those present.
- 5.11 **BALC** – Payment for annual subscription in the sum of £96.20. Payment proposed by Councillor Gibson, seconded by Councillor Hall and unanimously agreed by all those present.
- 5.12 **EPFC** – Payment for field maintenance grant in the sum of £4,400.00. Payment proposed by Councillor Gibson, seconded by Councillor Hall and unanimously agreed by all those present.
- 5.13 **Emberton United Charity** – Payment for grant in the sum of £600.00. Payment proposed by Councillor Gibson, seconded by Councillor Hall and unanimously agreed by all those present.
- 5.14 **Well & Towers** – Payment for grant in the sum of £500.00. Payment proposed by Councillor Gibson, seconded by Councillor Hall and unanimously agreed by all those present.
- 5.15 **Well & Towers History Society** – Payment for grant in the sum of £520.00. Payment proposed by Councillor Gibson, seconded by Councillor Hall and unanimously agreed by all those present.
- 5.16 **Dr J Taylor** – Payment of grant for Senior Citizens' Party in the sum of £500.00. Payment proposed by Councillor Gibson, seconded by Councillor Hall and unanimously agreed by all those present.
- 5.17 **Mrs K Goss** – Payment for clerk's April salary in the sum of £330.17. Payment proposed by Councillor Gibson, seconded by Councillor Hall and unanimously agreed by all those present. The clerk reported that information had been received from BALC regarding a pension scheme for the clerk. To be put on the Agenda for next meeting.
- 5.18 **Mrs K Goss** – Payment for clerk's telephone/computer and expenses for April in the sum of £119.24. Payment proposed by Councillor Gibson, seconded by Councillor Hall and unanimously agreed by all those present.
6. **CORRESPONDENCE – is now listed in the Wallet**
- 6.1 **Letter from EUC** – It was proposed by Councillor White, seconded by Councillor Horton and unanimously agreed that Gerald Mann be appointed as a Trustee for Emberton United Charity as per their letter request.
- 6.2 **Email from Thames Valley Air Ambulance** – The clerk read out an email request from Thames Valley Air Ambulance to have a clothes recycling container in the pavilion car park. Councillors commented that they were happy with the request but

it needed to go through the playing field committee.

- 6.3 **Letter from Roger Carlisle – ESSC planning application** – The clerk provided the parish council with details of the proposed planning application for bi-fold doors and associated building work at the pavilion.

7. PARISH RELATED MATTERS

- 7.1 **Village publicity** - Volunteers for the 50th Anniversary celebrations at Emberton Park, Bell & Bear, Councillor Cooper retirement, Councillor Vicki McLean.

7.2 **Councillors' Concerns**

Councillor White commented that the Church was having a Rogation Service at the allotments at the weekend and the grass needed cutting. Karen to ascertain the grass cutting schedule and arrange if necessary.

KG

Councillor V McLean – commented that there did not seem to be enough information provided to residents to enable them to vote on the Central Milton Keynes referendum. The clerk reported that perhaps the Elections Officer should be made aware of this and the fact that Councillors that were in full time employment not given much support with submitting their Candidate Elections Papers. The clerk to feed this back to the Elections Officer.

KG

8.0 DATE OF NEXT MEETING

The date of the next meeting is confirmed as Monday 8th June 2015 at 7.30pm in the Meeting Room of the Institute. The meeting closed at 9pm.

All