


MINUTES of the MEETING held on Monday, 11 May 2015 at 7.45pm 2015/05/011

at St. Mary's Church, Woughton on the Green following the Annual General Meeting

Present: Cllrs. A. Humphries (Chair), S. Bennett, M. Blomley, R. Brown, R. Grindley, R. Kenyon, P. McDonald, J. Howson, P. Nash + 3 members of the public and the invited speaker Tracy Whitmore.

Clerk: Julian Vischer

1. Presentation – Tracy Whitmore: update on the Volunteer Driver Transport Scheme

Tracy Whitmore's role as Community Car Service Coordinator began in April although she had worked for Community Action MK, under whose auspices the Car Service will operate, for 8 years. An administrator was appointed in May. South Northants Volunteer Bureau (SNVB) who has run such a scheme for 16 years in the Brackley area is providing support. The SNVB database will also be used as the basis for the Milton Keynes scheme. The purpose of the scheme is to offer vulnerable people who find it difficult to access public transport an alternative cheap means of transport – for example getting to appointments. Milton Keynes Council (MKC) has set a "challenging" target of 30 drivers and 300 passengers by the end of the first year. Potential passengers are expected to register for the scheme although for the time being only the elderly and disabled are being offered the service. Volunteer drivers will be paid 45p per mile for the round-trip and expected to wait up to an hour for the passenger after dropping them off at their appointment if necessary. Passengers will be asked to subscribe annually to the service for a modest fee. Four other parishes are involved, Simpson and Ashland, Walton, Campbell Park and Fenny Stratford. The current need is for all five to publicise the creation of the service and attract passengers/drivers (the size of this area, pop:15,000, approximates to the size of the Brackley area) and for this a launch day in the first week of June will be agreed. The service itself will start in September. An evaluation system is built into the proposed database. Drivers car insurance should not be affected although drivers must inform their insurers that they are involved in this 'no charge' service. Distances drivers are willing to travel and the time they are wishing to give will be asked of drivers when they join the scheme. Some kind of badge system will be arranged with MKC to provide free parking where necessary.

2. Public Open Forum

No matters were raised.

3. Procedural

a. **Apologies** – None

b. **Declarations of interest by councillors** – None

c. **To agree the minutes** of the March meeting & review of actions not covered below – Approved.
 Proposer: Cllr. Blomley, Seconder: Cllr. Howson. Unanimous. All actions covered below.

d. **To adopt the remaining reviewed Policies** – Redundancy, Complaints & Risk Assessment. These policies were adopted unanimously. Proposer: Cllr. Blomley, Seconder: Cllr. Humphries.

4. Finance – a. Current position

Main Current Account	63,757.77
Allotments Current Account	4,128.29
Business Reserve Account Rental deposits	2,256.52
Deposit Account	
	70,142.58

Old Woughton Parish Council

Woughton Park

Woughton-on-the-Green

Passmore



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2015/05/012

<u>All figures exclusive of VAT</u>	<u>2015/2016 BUDGET</u>	<u>ACTUAL Y.T.D</u>	<u>Variance</u>
RECEIPTS - OPERATIONAL			
Precept	9,104.00	4,569.70	(4,534.30)
Interest			
Grants			
Total Receipts	9,104.00	4,569.70	(4,534.30)
PAYMENTS - OPERATIONAL			
Administration costs	690.00	185.30	504.70
Allotment expenses	5,904.00	531.35	5,372.65
Allotment rental	(4,720.00)	(62.89)	(4,657.11)
OWIS	408.00		
Audit Fees	450.00		450.00
Chair's Expenses	103.00		103.00
Community fund	773.00	196.20	576.80
Dog bin clearance	1,753.00		1,753.00
Grants - S137 (community)	250.00		250.00
Insurance	308.00		308.00
Staff Costs	3,381.00	455.14	2,925.86
Training - Clerk/Councillors	515.00		515.00
Reserves			
VAT refund			
Sub-total (Operations)	9,815.00	1,305.10	8,509.90
PAYMENTS - CAPITAL PROJECTS			
Allotment Projects	2,040.00		
Projects	1,200.00	225.00	975.00
Total Payments	13,055.00	1,530.10	11,524.90
Surplus	(3,951.00)	3,039.60	6,990.60

b. To consider & approve the payments schedule –

MAIN A/C	Period	9 March - 11 May	2015	
chq	date	name	amount	VAT
181	18/03/2015	R Kenyon stationery	20.97	3.50
182	23/03/2015	R Kenyon- re staking	117.07	19.51
183	1/4/15	Peter Howard Architect	225.00	
184	2/4/15	R Kenyon stationery	90.00	15.00
185	13/4/15	J Vischer salary	260.08	
186	13/4/15	R Kenyon re-staking 2	79.98	13.34
187	13/4/15	S Bennett	5.00	
188	14/4/15	N Baldwin - APM snacks	36.20	
189	1/5/15	New Metro Main A/c	3,000.00	transfer



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190	1/5/15	New Metro Allot A/c	1,000.00	transfer
<i>Metro Bank</i>				
001	11/5/15	JV Clerk's Salary	195.06	
002	11/5/15	R Kenyon - N/letter	80.00	
003	11/5/15	BALC (annual)	129.60	
004	11/5/15	JV - admin expenses	<u>57.20</u>	
			1,296.16	
 ALLOT'S A/C				
001	11/05/2015	R Kenyon - printing, stamps, keys	387.91	43.20
002	11/05/2015	Alfa Electrical - electrical testing	144.00	24.00
			<u>531.91</u>	
TOTAL			1,828.07	118.55

The above

payments were approved. Proposer: Cllr. Kenyon, Seconder: Cllr. Bennett. Unanimous.

- c. **To approve external (Mazars) audit return** – it was agreed to delegate approval of the external audit and the signing of the certificate because it would need to be completed before the next meeting. Proposer: Cllr. McDonald, Seconder: Cllr. Humphries. Unanimous.
- d. **Changing banks from Nat West to Metro** – *update* – The accounts were now open although the paying-in books had yet to be received. The chequebooks had been printed off at the branch. It was agreed not to 'switch-over' automatically to Metro Bank and close the Nat West accounts until after the allotment rents could reasonably be expected to have been paid, that is by the end of December Proposer: Cllr. Kenyon, Seconder: Cllr. Brown. Unanimous.

5. Allotments

Patch Report – The report had been circulated last week and copies had been printed for the public at this meeting. In summary:

All three gates have been clad with 2.4 metre palisade.

The first tranche of stakes have been cut, sealed and are ready for numbering and staking.

The Community Workers chaperoned by G4S, are continuing to assist the PAA to repair stretches of the ridings.

Following an inspection by all three members of the Allotment Team on the 7th April, letters were sent concerning the lack of discernible cultivation to 40 plot-holders. A follow up inspection will be made during the next week. If little or no improvement has been made, and a valid reason not given, termination letters will be issued.

It is envisaged that approximately 20 x 10 metres of land in the NW corner be allocated to a Bee co-operative project and that up to 10 hives will eventually be on site. A grant of £150, on a match-funding basis, will be given from the allotment discretionary budget to assist in the launch.

It was agreed to accept the recommendation of the Allotments team in the Report to: (a) raise the basic rental by 5% to 24.78p per sq. metre; (b) to raise the OWPC resident discount from 19% to 20%; (c) to remove the remaining 5% discount currently enjoyed by WCC residents. Proposer: Cllr. Kenyon, Seconder: Cllr. Nash. Unanimous.



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6. Environment

- a. **Environment log and consideration of actions** – The Log had been circulated last week and copies had been printed for the public at this meeting (issue 17). This issue was gone through and the updated version is available under issue 18.
- One item to single out is the speed-check results from Newport Road, Woughton Park. The results have shown a mild level of infringement but enough culprits to warrant official notification to Thames Valley Police (TVP). Technically: the 85th percentile of all traffic movements slightly exceeds the police threshold allowance, which is statutory speed+10%+2mph (i.e. 30+3+2=35mph), by 2.7mph (37.7mph). At the end of the day the decision is TVP's.

b. **Planning comment**

15/00003/FUL 2 Pinkard Court Woughton On The Green *Permitted.*

15/00019/FUL 1 Pinkard Court Woughton On The Green extension. *Permitted.*

15/00131/FUL 3 Odell Close Woughton On The Green *Permitted.*

15/00647/FUL 38 Passmore Change of use. *Objected to. Still pending.*

New - 15/00641/CLUP 26 The Green Woughton On The Green Certificate of lawfulness for the proposed single storey rear extension. No objection

15/00733/FUL 5 Goodman Gardens Woughton On The Green Single storey rear extension. No objection

15/00799/FUL Mercure Parkside Hotel Newport Road Woughton On The Green Extension to existing function rooms with associated parking.

As an independent assessment had been carried out, and in previous years the Parish Council had not objected to the temporary siting of the marquee, it was agreed that there was no outright objection to the actual building. However concerns were raised regarding the assumptions over the right of car parking up by the Church as an overflow car park. This area had been covenanted to the Church and Parish. It was agreed to make a comment to this effect - and questioning the impact on nearby trees and the validity of the grossly unrealistic Transport statement for visitors travelling from Bedford via train and then bus. Proposer: Cllr. Grindley, Seconder: Cllr. Nash. Unanimous.

Cllr. Grindley

c. **Village Green status** –

- i. The Playing Fields – (Chairman) the public hearing had not yet been scheduled.
- ii. The Paddocks – (Peter McDonald) – currently with MK Council, no update received.
- iii. Passmore – (Mike Blomley) – paddocks and Passmore green spaces – awaiting feedback from MK Council officer.
- iv. Woughton Park – (Stuart Bennett) – 10 days left for comments to be received (as of today).
- v. The Green – (Phil Nash) – the patch of land along Bellis Grove, bounded by the ditch – consultation in preparation.
- vi. The Orchard – (Rob Grindley) – Draft ready for consultation with residents.



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- d. **Canal Towpath** (Cllr. McDonald) – no update. A June meeting is booked.

7. **Communications**

- a. **Newsletter** – Items should include – Voluntary Drivers Scheme (JH); Speed check results (JV); WotG Welfare Trust (PMcD); canal boats over-staying (JH); planning item (RG). To be issued next month. Cllr. Nash reminded councillors of the value of the discussion board on Google Drive for suggestions for newsletter articles.

[The clerk had written to Woughton Community Council about residents on Passmore still receiving their newsletters. An acknowledgement had been received]

- b. **Reports to note on any outside meetings attended by Councillors/Clerk** – the clerk reported that he had attended the regular quarterly meeting of the Society for Local Council Clerks, to which officers of MK Council had been invited to give the latest updates, on matters such as street lighting.

- c. **Correspondence** – None other than that circulated by email

8. **Date and Time of Next Meeting** – 13 July 2015 at St. Mary's Church at 7.30pm.

subsequently: 14 September 2015; 9 November 2015; 11 January 2016

Meeting closed at 9.30pm