



**MINUTES of the MEETING held on Monday, 14 September 2015 at 7.30pm
at St. Mary's Church, Woughton on the Green**

2015/09/021

Present: Cllrs. A. Humphries (Chair), R. Kenyon S. Bennett, M. Blomley, R. Grindley, P. McDonald, J. Howson, P. Nash, R. Brown (*after 35 mins.*) + 10 members of the public.

Clerk: Julian Vischer

1. Public Open Forum

Tracey Banner (WotGN) complained about the lack of notification and the noise from InterAction on two occasions in August. One was particularly noisy and went on late into the night. Clerk to report to Noise Officers and write to InterAction. It was known that InterAction was moving location but not what would be happening to the premises. Cllr. McDonald to enquire.

Charlotte Hall (WotGS) was congratulated by the Chair for the very successful Heritage Open Days held between 5th and 7th September. She thanked the Parish Council for its support. She asked if councillors had had any thoughts on ways to celebrate MK50 in 2017. To be scheduled on the agenda.

2. Procedural

a. **Apologies** – None

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

c. **To agree the minutes of the OWPC Meeting held on 13th July 2015** – These were duly accepted as a true and accurate record. Proposer Cllr. McDonald, Seconder Cllr. Kenyon. Unanimous.

d. **Matters arising from the OWPC Minutes not covered elsewhere on the agenda** – The clerk apologised to Richard Freeman for not including ‘Speed Indicator Devices update’ as an agenda item as promised in the last minutes. As Mr Freeman was present he reported that matters were moving on but they still awaited loan of the equipment from MK Council. He added that he had been liaising with Cllr. Bennett.

3. Finance

a. **Current situation -**

<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	541.67	148.33
Allotment expenses	5,904.00	4,208.33	1,695.67
Allotment rental	(4,720.00)	(991.28)	(3,728.72)
OWIS	408.00	268.04	139.96
Audit Fees	450.00		450.00

Old Woughton Parish Council

Woughton Park

Woughton-on-the-Green

Passmore



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Chair's Expenses	103.00		103.00
Community fund	773.00	296.20	476.80
Dog bin clearance	1,753.00	871.50	881.50
Grants - S137 (community)	250.00		250.00
Insurance	308.00	293.23	14.77
Staff Costs	3,381.00	1,575.42	1,805.58
Training - Clerk/Councillors	515.00		515.00
Reserves			
VAT refund			
Sub-total (Operations)	9,815.00	7,063.11	2,751.89
PAYMENTS - CAPITAL PROJECTS			
Allotment Projects	2,040.00		
Projects	1,200.00	225.00	975.00
Total Payments	13,055.00	7,288.11	5,766.89
Surplus	(3,951.00)	(2,718.41)	1,232.59

- and approval of the payments schedule

Period	13 July-14 September	2015	
MAIN			
chq	date	payee	amount
dd	10-Jul	Google Apps	20.16
018	21-Jul	Phil Nash- Google Apps backlog	220.38
019	1-Aug	AH Contracts - 8153	174.30
020	10-Aug	JV Clerk's Salary	208.06
dd	10-Aug	Google Apps	27.50
021	18-Aug	WR Kenyon - n/letter printing	40.00
022	14-Sep	Information Commissioner	35.00
023	14-Sep	AH Contracts - 8208	174.30
024	14-Sep	J Vischer salary	260.08
025	14-Sep	HMRC - PAYE	182.00
026	14-Sep	JV - admin expenses	43.18
		TOTAL	1,384.96
			58.72
ALLOT'S			
006	20-Jul	Gallo - key dep	20.00
007	20-Jul	Garey - key dep	10.00
008	20-Jul	Wells - key dep	20.00
009	15-Aug	NSALG	66.00
010	18-Aug	WR Kenyon - plumbing & consumables	15.57
011	14-Sep	WR Kenyon - key dep & skip hire	284.00
		TOTAL	415.57
			57.59



2015/09/023

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

As previously discussed it was proposed that the clerk investigate the new savings account options with Metro Bank for the sum of £35,000 and that this transfer could be made ex-committee. Proposer: Cllr. Howson, Seconder: Cllr. Blomley. Unanimous.

- b. **New signatory** – *Proposal to add Cllr. Nash from the Allotments Team as a full signatory.* Agreed. Proposer: Cllr. Kenyon, Seconder: Cllr. Grindley. Unanimous.
- c. **External Audit (Mazars)** – The audit had been passed successfully with the additional comment to the effect that the Council should earmark the reserves for specific projects and not keep them for general purposes. Councillors felt aggrieved that this took no account of the policy to steadily and prudently reduce inherited reserves.
- d. **Budget 2015-16** - *To announce the agenda for setting the budget for next year* – The next meeting would see the presentation of a draft budget for 2016-17 to be drawn up by the Budget team. If agreed this would be put out to public consultation; to be finally agreed at the January meeting.

4. Allotments

Patch Report and Spending – the report, with a spending summary, had been circulated prior to the meeting. *The Report in brief* - The plot re-staking was still on hold due to the dry weather. Nine warning letters had been issued to tenants regarding uncultivated plots. The occupancy rate is high at 94%. Thirteen plots are vacant. The parish council had provided a skip for rubbish - a team of councillors and PAA members filled it primarily with old carpet that had been removed from plots.

The Chair reiterated the strategic aim of self-governance for the allotments, especially in the light of the re-election of the Parish Council next May. To depend so heavily on the voluntary work of a few councillors was not sustainable. It was agreed a small team of councillors would meet to draw up options and these would then be put forward to the Patch Association for eventual discussion with plot-holders.

Allotments Team

5. Environment

- a. **Environment log and consideration of actions** – The Log, issue 21, had been circulated prior to the meeting and copies were available at the meeting. Items that had developed or were complete were gone through. The Passmore sign item had been the subject of a flurry of communication between MK Council and the Parish Council but without any result as yet. Almost all new matters had been reported by residents with a copy being sent to the clerk via the website email address. The result was councillors could keep track of a broader range of environmental issues within the Parish. It was agreed that this approach was to be encouraged. A resident had enquired about the litter-picking frequency in the Parish. Do sports staff/volunteers clear-up after matches on the playing field?

**Clerk to establish
Cllr Grindley**

- b. **Planning comment**
Update on Previous Planning Applications -



2015/09/024

15/00647/FUL 38 Passmore Change of use from residential dwelling (Use Class C3) to house in multiple occupation (Use Class C4) with 5 x lettable rooms (retrospective). *Objected to. Refused.*

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

15/01181/FUL Lomond House, 17 The Green Woughton On The Green, Erection of six bedroom dwelling house with detached garage (resubmission of 14/01334/FUL with alterations) *Permitted.*

15/01260/FUL, 26 The Green Woughton On The Green Single storey rear extension. *Permitted.*

15/01380/TCA, 12 The Green Woughton On The Green Notification of intention to remove 1x Eucalyptus tree. *No objections received.*

15/01488/TCA, 1 The Green Woughton On The Green Notification of intention to fell to ground level 1x Lawson Cypress (T1) and fell to ground level and treat stump 6x Willows (T2, T3, T4, T5, T6, T7). *No objections received.*

Planning Applications since last meeting -

15/01634/LBC Mercure Parkside Hotel Newport Road. Listed building consent for single storey side extension to provide function rooms with associated parking including demolition of one external wall to existing north side of building. *Consent given.*

15/01684/FUL 5 Newport Road Woughton On The Green. Proposed first floor rear extension. *Permitted*

15/02015/FUL Mercure Parkside Hotel Newport Road. Proposal to extend an existing application for a temporary marquee to the north of the hotel for a period of 3 months over the Christmas period. There had been complaints about noise in the past. This to be reiterated.

Cllr Grindley/Clerk

15/02031/FUL Mercure Parkside Hotel - Two storey and single storey extensions (29 additional bedrooms) to accommodation block and restaurant with associated external landscaping and car parking alterations.

Objection on the grounds of: no ecological survey, no mention of traffic impact, no tree survey, no mention of visual encroachment on nearby medieval ruins.

Cllr Grindley/Clerk

15/02032/LBC Mercure Parkside Hotel – Listed Building Consent for the above. No comments.

c. Village Green status –

- i. The Playing Fields – (Chairman) As a result of the decision by the MKC Regulatory Committee, this application was to be considered by an Independent Inspector in a Non-Statutory Public Planning Inquiry scheduled for 27th/28th October. The Chair would shortly write to all residents who had completed evidence questionnaires for the original application asking for as many as possible to attend the hearing and if possible, to be willing to speak/answer questions. Councillors agreed to assist by delivering the letters in their areas. More photographs of residents using the Playing Fields for recreation were needed to strengthen the case. The Chair announced that he had joined the Open Spaces Society on behalf of OWPC. Their guidance publications were very useful and there was the prospect of gaining value from their advice and their membership network.
- ii. The Paddocks – (Peter McDonald) – the Regulatory Committee will convene on 3rd December. MK Council had sent notification of an objection by MKC.
- iii. Passmore – (Mike Blomley) – the Regulatory Committee will convene on 3rd December. MK Council had sent notification of ‘no adverse comments received’.
- iv. Woughton Park – (Stuart Bennett) – the Regulatory Committee will convene on 3rd December. MK Council had sent notification of ‘no adverse comments received’.



2015/09/025

- v. The Green – (Phil Nash) – the patch of land along Bellis Grove, bounded by the ditch – 70 questionnaires had been sent out a week ago. 9 returns received to date.
- vi. The Orchard – (Rob Grindley) – 110 questionnaires had been sent out a week ago. 11 returns received to date.
- vii. Proposal to check with BALC about funding for Village Green applications – the clerk had sent an email request to BALC but no reply to date. He would also contact SLCC.

d. **[Sports Field Right of Way (playing fields) – to be kept on agenda]**

6. **Communications**

- a. **Future of the website** – it had been agreed at the recent informal gathering that Cllr. Nash would explore the platforms and software used on the Central MK Town Council website and decide whether they would be appropriate for OWPC to use and to determine whether the work could be done in-house or should be contracted out. Cllr. Nash had not managed to meet up with the CMK Town clerk yet as she had been very busy. **Cllr. Nash**
- b. **Proposal to set up a 'Friends of Old Woughton' page on Facebook** – it was agreed that a Friends of Old Woughton Facebook Group would be set up and trialed for 6 months. Contributions would come mostly from the 'Friends' themselves with occasional input from the Parish Council when appropriate. Cllr. Grindley to setup and jointly administer with the clerk. Proposer: Cllr. Humphries, Seconder: Cllr. Kenyon. Passed 8 For, 1 Against. **Cllr Grindley/Clerk**
- c. **Reports to note on any outside meetings** attended by Councillors/Clerk – The clerk had attended the latest SLCC meeting where amongst other matters the new Transparency Code was discussed. This would become a requirement and the clerk would issue a paper in due course.
- d. **Correspondence** – The clerk had received a packet of recycling leaflets from MK Council, which were distributed.
- e. **Newsletter** – issue date around the end of the month. Items to be included so far – Heritage Open Days; allotments; Village Green 'playing fields' hearing; Environment Log submissions via the MK portal; litter-pick schedule; Facebook initiative. Items to be submitted within 7 days.

- 7. **Date and Time of Next Meeting** – 9 November 2015 at St. Mary's Church, Woughton-on-the-Green at 7.30pm
then on 11th January 2016 at 7.30pm at St. Mary's Church, Woughton-on-the-Green.

Meeting closed at 9.10pm

Signed

date