



OLD WUGHTON PARISH COUNCIL

Minutes of the Annual meeting held on 20th May 2013
at 7.30pm in St Mary's Church Woughton on the Green

Present: Councillors Bennett, Brown, Humphries, Kenyon, King, McDonald, & O'Neill. The Clerk, Mrs K Hill was in attendance as were 12 members of the public. The Chair welcomed those present.

Public Forum: Not part of the formal minutes but recorded as a service to the residents:

Member of the public asked if, in the light of the Council moving to meetings every 2 months, the draft minutes could be placed on the website as soon as possible after the meeting without waiting for them to be approved at the next meeting as the delay in being able to read them was exceptionally long to maintain interest. It was unanimously agreed that after circulation to Councillors for comments, minutes would be placed on the website with DRAFT clearly watermarked. There were no other matters raised.

Item		Action
2013/040	<p>Apologies: Cllrs Howson (family matter) and Blomley (holiday). Apologies accepted.</p>	
2013/041	<p>Election of Chair and signing of Declaration of Acceptance of Office: Clerk called for nominations for Chair. Cllr Bennett nominated Lorraine King. Seconded by Roy Kenyon. There were no other nominations. Call for vote via show of hands. Unanimous vote recorded. Cllr King duly elected as Chair.</p>	
2013/042	<p>Election of Vice Chair and signing of Declaration of Acceptance of Office: Chair called for nominations for Vice Chair. Cllr King nominated Andrew Humphries. Seconded by Roy Kenyon. There were no other nominations. Call for vote via show of hands. Unanimous vote recorded. Cllr Humphries duly elected as Vice Chair.</p>	
2013/043	<p>Declarations of interest by councillors: Cllrs King, Kenyon & McDonald – in minute reference 2013/053 Cllr Brown in planning application 13/00583/FUL.</p>	
2013/044	<p>Agree Councillor's internal responsibilities & attendance at external forums: Internal responsibilities were agreed as follows: Allotments: Cllrs Brown, Bennett, Kenyon & O'Neill Dog bins: Cllrs Blomley & Howson (agreed prior to meeting) Finance: Cllrs Humphries & McDonald Newsletter: Cllr Humphries to assist Cllr O'Neill with next newsletter. Cllr Howson (who has expressed interest in the past) to be asked if she will take on this responsibility with Cllr Humphries in support Notice boards: Cllrs Howson and Blomley Planning: Cllrs Brown, Kenyon. (Cllr Blomley to be asked if he would represent Passmore. Cllr O'Neill as backup) Website: Cllr King External forum attendance was agreed as follows: Parishes Forum (if item of direct interest to parish identified on agenda) Cllr Humphries</p>	



<p>2013/045</p>	<p>Agree the minutes of the previous meeting: The minutes of the meeting of the 18th March was accepted as a true and accurate record with the following amendments: 2013/032: Wording change: substitute "about" for "to" Minute references to reflect 2013/034 – 2013/039 2013/039: remove the words "and funding options" In public forum record change word pitch to point.</p>	
	<p>The Chair suspended the Standing Orders at 8.07pm to allow a resident to offer the Council a presentation and proposal.</p>	
<p>2013/046</p>	<p>Councillor presentation followed by a Q&A session delivered by P Nash on a proposal for the planting of new and replacement trees in the parish and a request for funding to support this (to be considered later in the meeting).</p>	
	<p>The Chair thanked Mr Nash for the presentation and reconvened meeting at 8.20pm to allow Council business to progress.</p>	
<p>2013/047</p>	<p>Review any actions arising from the Annual Parish meeting:</p> <ul style="list-style-type: none"> • Pigeons: on Environmental log and ongoing • Neighbourhood plan development: to be taken forward at later stage. Report by Cllr Humphries for September meeting • Parks Trust relationship: ongoing meeting in June 6 • Thames Valley Police relationship: ask to attend July meeting • Website design and management – ongoing development • Allotments – management for 2013/2014 • A421 road noise resident survey: Ongoing. To be brought forward when details of cost & scope of a MKC survey is known. If cost not prohibitive, possible residents survey to be drawn up with advice from Roads & Highways. <p>Chair said attendance at Annual Parish Meeting was good and felt the reminder notices delivered encouraged people to attend. Agreed this would be followed again next year.</p>	<p style="text-align: right;">Clerk</p> <p style="text-align: right;">AH All Clerk LK SB,RK, RB,SO'N Clerk</p> <p style="text-align: right;">Clerk</p> <p style="text-align: right;">Reminder</p>
<p>2013/048</p>	<p>Updates:</p> <p>Communications:</p> <ul style="list-style-type: none"> • Newsletter was distributed successfully. • It was agreed that Cllr Bennett's suggestion that the newsletter should have some reference to what the Council are/intend doing with the precept collected will be included in next newsletter. <p>Environment log and consideration of actions:</p> <ul style="list-style-type: none"> • Updates given on additions and actions to environmental log • Graffiti issue on stanchions on redway canal bridge 90B (Tinkers Bridge/Passmore). To be reported. • Potholes: important to take pictures and submit via the environmental services web page or to Clerk or Councillors. Pictures definitely help in getting the potholes assessed promptly and filled (if within the depth limit set by MK Council) • Canal boats (Walton Park moorings): Noted that boats moor there 	<p style="text-align: right;">Editor</p> <p style="text-align: right;">Clerk</p> <p style="text-align: right;">ALL</p>



	<p>longer than permitted 14 days. Canal & River Trust have been contacted and have issued enforcement notices which are then not always followed up. It was agreed to allow the Clerk to write to the Canal & River Trust to request diligent enforcement of the orders.</p> <p>Other issues:</p> <ul style="list-style-type: none"> Number 18 bus: noted. Acknowledged the need to monitor the reduced service to ensure it provides the service the residents needs. <p>Road safety issue:</p> <ul style="list-style-type: none"> MK Council have awarded funding to the safety scheme proposed for The Green/Newport Road junction. Work to commence in autumn in conjunction with work on the traffic calming road table outside the Swan Pub and the resurfacing of Newport Road from H8 to the Green. 	<p>Clerk</p> <p>ALL</p> <p>Clerk/RB</p>
<p>2013/049</p>	<p>Reports to note on outside meetings attended by Councillors & Clerk:</p> <p>Cllr King attended the East West Rail meeting in Winslow. The upgrade has been approved & work will start shortly. Service will be up and running by end 2017 between Oxford and Bedford. Line from Bletchley to Bedford will be electrified from 2017 onwards. The line will also be opened up from Aylesbury to Bicester. The existing line running from Bletchley to Bedford will have a requirement for electrification. It is thought that there will be the positive impact of increased trade to Milton Keynes.</p>	
<p>2013/050</p>	<p>Planning:</p> <p>Cllr Brown took no part in the debate or decision relating to 13/00583.</p> <p>13/00583/FUL: Single storey side extension: 13 The Green WOTG: No objections.</p> <p>13/00624/FUL: Change of use from physiotherapy treatment/office area (Use class D1) back to residential use (Use Class C3): 2 Bellis Grove WOTG: No objections</p> <p>Signage: 1 Turpyn Court, WOTG: The signage is below the size requiring planning permission. The Council decided by a majority vote (6 for 1 abstention) that they would not lodge any comments on the signage at this stage but reserved the right to take the matter further with MK Planning should the Parish Council receive a number of complaints about the signage from residents.</p>	<p>Clerk to inform MKC planning</p>
<p>2013/051</p>	<p>Consider (i) a revised strategy financial approach to the allotments (ii) a delay in the timetable for devolved management:</p> <p>After much discussion and debate on the outcomes of the tenants meeting on the 24 April, the following proposals were put:</p> <p>(i) a revised financial approach strategy:</p> <p>Proposal: That rents be set such that the allotments self-fund any future capital expenditure. Passed by majority vote (6 in favour : 1 against)</p> <p>Proposal: That OWPC revises the discount structure (excluding 65+ discount) such that OWPC-resident tenants are the sole beneficiaries:</p>	



	<p>Rejected by majority vote (3 in favour : 4 against). Status Quo maintained.</p> <p>Proposal: That OWPC approach Woughton Community Council for a contribution for their residents discount structures. Passed by majority vote (5 in favour : 1 against : 1 abstention).</p> <p>Proposal: That OWPC limits further perimeter security measures to unfriendly planting over the next 12 months. Passed by majority vote (5 in favour : 1 against : 1 abstention)</p> <p>Proposal: to set the rents to raise £4000 in rent with £3000 to cover running costs and £1000 contribution towards capital expenditure. Proposed Cllr King. Seconded Cllr Bennett. Vote by show of hands. Passed by majority vote (4 in favour : 3 against).</p> <p>(ii) a delay in the timetable for devolved management:</p> <p>Proposal: That action towards devolved management be delayed for up to 12 months: Unanimous.</p> <p>Out of the discussion and debate it was decided that the Parish Council will maintain open lines of communication with tenants through the newly elected Allotments Association and build the relationship with the new committee members.</p> <p>Cllr Kenyon noted that the front gate access to the site is still being left open which was the biggest breach to any security on site.</p>	
<p>2013/052</p>	<p>Consider and agree the Annual return for the parish council's first year of formation with signature by the Chair and RFO: The Annual return had been scrutinised by Councillors prior to the meeting. The Internal Audit report was accepted and the Chair signed the annual return for 2012/2013.</p>	
<p>2013/053</p>	<p>Consider the proposal for the planting of new & replacement trees in the parish and the request for funding to support this: After much discussion, it was decided that the Council supported the principle of a tree planting programme within the parish but that more information was needed before any decision on this project could be taken.</p> <p>It was agreed that the residents should be consulted and asked to identify areas they felt would benefit from infill planting or areas [such as (example of) Baskerfield Grove] that would benefit from a series of new plantings.</p> <p>It was felt that before funding could be considered for any identified tree planting project, a business proposal with cost of supply, planting, protective cages, maintenance over a period of years and any cost for permission would need to be submitted with any grant request.</p> <p>Proposal: to support in principle a tree planting program within the parish. Passed by majority vote (5 in favour : 2 abstentions)</p> <p>Proposal: to support in principle contributing funding towards the Baskerfield Grove new tree planting project as per P Nash's presentation</p>	



	on submission of a full report on cost to supply, plant & maintain. Passed by majority vote (3 in favour : 1 abstention) 3 Cllrs declared interest.		
2013/054	Consider website changes and policy for updating: Cllr King had circulated a report prior to the meeting on alternate methods of hosting and maintaining a website. Proposal: to move to a content managed site & to move to IM Creator (up to \$10 monthly) while maintaining the site domain name through 123 registration. Agreed unanimously.		
2013/055	<p>a) Consider a 1 year or 3 year insurance option: 1 year cost: £322.37 [costs increased in line with industry norm each year]. 3 year deal:£306.25 Saving of £16.12 per year with guaranteed no increases for duration of policy (1 June 2013 – 31 May 2016). Proposal: to accept the 3 year quote. Proposed Cllr King seconded by Cllr Kenyon. Vote by show of hands. Carried by majority vote (6 in favour : 1 against)</p> <p>b) Consider & note the payments schedule & sign cheques: The payments schedule was circulated in advance. Total payments of £1218.02 from the current account and £20.00 from the allotments current account (total expenditure for April £1238.02) was requested. Payments noted and cheques signed after the meeting.</p>		
	2013/055/1	Administration	£434.00
	2013/055/2	Allotment costs	£114.92
	2013/055/3	Audit	£90.00
	2013/055/5	Insurance	£306.25
	2013/055/6	Salaries to staff +levies	£387.87
2013/055	<p>c) Receive statements of the current financial position: Cash book summary noted. No questions or comments.</p> <p>d) Consider & agree whether to apply for grant funding via the MK Council Parish Partnership Fund: Full costing for tree planting project not yet decided. No grant will be applied for.</p> <p>e) Consider option for a stand - 15/06/13 MK Tennis Open Day: It was decided not to hire a stand.</p>		
2013/056	Dates of future meetings: St Mary's Church 7.30pm : 15 July 2013; 16 September 2013; 18 November 2013; 20 January 2014 Ordinary Council meetings.		

There being no further business to discuss, the meeting closed at 10.20pm

Accepted as a true and accurate record

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CHAIR

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DATE