



**Minutes of the Meeting of the Full Council held on Monday 11 September 2023
at 7.30pm at the Heelands Meeting Place on Glovers Lane in Heelands,
MK13 7LW.**

Councillors Present: Brant (in the Chair), Alexander, Bradburn, Davy, Evans, Exon, Godfrey, Kendrick and Stuchbury.

Staff Present: Philip Farquharson (Clerk)

Members of the public: 6

FC61/23 Apologies: An apology for absence had been received from Councillor Gilpin. This was voted on and met with unanimous approval. It was resolved therefore to accept the apology. Peter Brant, in his position as Vice-Chair, Chaired the Meeting.

FC62/23 Declaration of interests: Councillors Exon and Kendrick declared that they were on the Planning Boards at MKCC and so abstained from voting on planning matters towards the end of the meeting. Cllr Exon also declared an interest in agenda item FC77/23 in that he was a trustee on the MKCDC, who were applying for grant money.

FC63/23 Public participation: It was on the agenda for any resident of the parish to raise any issue, petition, question or concern. Members of the public who spoke were there to represent organizations applying for grants, at agenda items FC77/23 and FC78/23.

FC64/23 Minutes of the July Full Council Meeting:

A vote was held to adopt the Minutes of the Meeting held on 03 July 2023:

Those who voted in favour: 9

Action: It was resolved to approve as an accurate record the Minutes of the Meeting held on 03 July 2023, and these were signed by the Chair for the Council's records.

FC65/23 Payments:

Action: The current bank balance of £163,867 and savings account balance of £14,897 as at 15 August 2023 was noted and the Clerk explained the second precept instalment had been received a month early, which explained the high current account balance. The payment schedules for July and August had been submitted on pages 6 and 7 of the paperwork and all payments were noted. Upon request, the Clerk explained the St Lawrence allotment site was bigger than the others, and therefore more water was used there than at the other sites.

FC66/23 Minutes of Committees:

It was on the agenda to note resolutions passed by the Finance and Staffing Committee for the meeting held on 17 July 2023, and Cllr Brant, who was the Chair of the Finance and Staffing Committee, led the Council through the Parish's headline finances. It was noted the grants policy would be revisited at the November Full Council meeting.

FC67/23 KGF (King George's Field) playground tenders:

It was on the agenda to select a tenderer to redevelop the play area and consider applying to FCC for funding (tenders provided separately). Three tenders had been provided, and all had worked very close to the brief.

A motion was proposed to select Kompan as the preferred bidder, who would be awarded the contract if funding was successful, and also to request them to amend the tender to include a short fence around the area to the south of the field which is where the proposed younger children's equipment would be located, perhaps removing one or two items to facilitate in a cost-neutral fashion.

Those who voted in favour: 9

Action: The motion passed and it was resolved Kompan were the preferred bidder, and the Clerk would apply for FCC funding (of £60,000, with £6,500 as Parish Council third party contribution) over the autumn, noting the Clerk had applied to MKCC for the CIF (for £20,000) over the summer.

FC68/23 Defibrillators outside HMP (Heelands Meeting Place): To consider quotes for installation as detailed in the report compiled by the Assistant to the Clerk.

A motion was proposed to install a defibrillator outside the HMP, alongside a bleed kit, at cost of under £2,000, and upon the condition the Clerk tried to apply for funding first.

Those who voted in favour: 8

Those who voted against: 1

Action: The motion passed and it was resolved to install the defibrillator outside the HMP.

FC69/23 Hedge alongside Heelands West Allotments:

It was on the agenda to consider quote of £3,150 to bring the hedge back to 1.2m, leaving established fruit and hawthorn trees.

Action: The Clerk was requested to see if the Green Gym would do the work for free at first instance, and if not then to acquire two further quotes and revert back to Council.

FC70/23 Social media, advertising and promotions policy:

After minor amendments, a motion was proposed to adopt the policy:

Those who voted in favour: 9

Action: It was resolved to adopt the policy.

The Chair moved to discuss agenda item FC72/23 next.

FC72/23 External Audit Report and Certificate for 2022-2023:

Action: The external audit and certificate from PKF Littlejohn was received and noted the Clerk was congratulated on satisfying their requirements so that no matters of concern were arising. The Clerk explained this had been a challenge as the Parish Council had moved from Receipts and Payments to Income and Expenditure on an accounting basis, which necessitated detailed explanation.

FC73/23 Coronation Living Heritage Grant fund:

It was noted the projects must be for orchards or trees over £10,000 in expenditure, and there being insufficient capacity for such a large project a motion was proposed not to apply.

Those who voted in favour: 6

Those who voted against: 1

Those who abstained from voting: 2

Action: The motion passed and it was resolved not to apply, however the Clerk would enquire with landscaping at MKCC if there was any scope for funded trees.

FC74/23 Insurance annual renewal:

Action: The increased cost to £4,883.84 and linked increased valuations of capital assets was noted.

FC75/23 Circle of seating on the Redway from Heelands to Bradwell Village: It was on the agenda to petition MKCC to repair and maintain the circle of seating.

The motion as outlined in the agenda item was proposed:

Those who voted in favour: 9

Action: The motion passed and it was resolved to petition MKCC to improve the area.

FC76/23 Grant application for £1,060 from Hope for Tomorrow:

Action: A representative from Hope for Tomorrow had written to the Clerk and withdrawn the application, prior to the Meeting.

FC77/23 Grant application for £1,000 from Milton Keynes City Discovery Centre:

A motion was proposed to award the £1,000 and the event would be held on 03 December.

Those who voted in favour: 6

Those who voted against: 2

Those who abstained from voting: 1

Action: The motion passed and it was resolved to award the grant of £1,000.

FC78/23 Grant application from Summerfield School PTA of £1,200:

A motion was proposed to award the grant for SEND provision of equipment.

Those who voted in favour: 9

Action: The motion passed and it was resolved to award the grant of £1,200 and the Clerk would enact this.

FC79/23 Planning Applications: Councillors to considered making representation to MKCC on planning applications.

- a) Application no: 23/01354/HOU Proposal: The conversion of the detached garage to form an annexe with living accommodation, including associated alterations, and single storey extension to rear of garage, At: 74 Hilliard Drive Bradwell Milton Keynes MK13 9EG

A motion was proposed to object to the application.

Those who voted in favour: 7

Those who abstained from voting: 2

Action: It was resolved to object this application, by commenting on the MKCC portal to support the views of the Asset Manager of MKCC, who considered the space too small for the garage to be extended without encroaching on the neighbouring property.

- b) Application no: 23/01942/HOU Proposal: The erection of single storey rear extension and the insertion of window to the side elevation At: 23 Stainton Drive Heelands Milton Keynes MK13 7QW

Action: It was resolved not to object to this application.

FC71/23 Twinkle Tots annual review:

Exclusion of the Press and Public: In view of the confidential nature of the business about to be transacted, and in accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public were temporarily excluded, at the request of the Chair, for this agenda item.

A motion was proposed to follow the Clerk's recommendation as to level of rent.

Those who voted in favour: 9

Action: The motion passed.

Date and time of next meeting: There being only three weeks until the scheduled October meeting, the Clerk informing the Council there being insufficient business to transact to warrant the October meeting, it was agreed to cancel the October meeting and the next meeting would be held on Monday 06 November 2023 at 7:30pm at the Heelands Meeting Place. It was noted there would be a Finance and Staffing Committee Meeting on 09 October the main purpose of which would be to discuss budgeting for the forthcoming financial year with a recommended draft budget for the Full Council to consider in November.

The Meeting was declared closed at 9:25pm.