

ABBAY HILL PARISH COUNCIL



MINUTES OF THE MEETING OF THE PARISH COUNCIL

held at The Church of the Holy Cross

on Thursday 11 July 2024 at 7.30pm

Present – Councillors Simpson (Chair), Ryan (Vice Chair), Blyth, Evans, Pant and Anne Vine (Community Projects Volunteer Coordinator invited to speak at items 94-95/24) and Parish Clerk

Apologies – Councillor Evans and Ward Councillors Exon, Bradburn and Bradburn

Item		Action
90/24	Apologies Apologies were received from Ward Councillors Exon, Bradburn and Bradburn.	
91/24	Declarations of Interest No declarations of interest were raised.	
	Public Forum In addition to Anne Vine for items 94-95/24, one member of the public was in attendance and noted that the grass and shrub verges were looking scruffy throughout Two Mile Ash. The Chair responded that landscaping was the responsibility of MKCC and residents needed to report areas needing attention on MKCC's Report It (Report it Milton Keynes City Council (milton-keynes.gov.uk)). The Parish Council expected that as of 2025 it would be able to pay for top-up services but that would not be possible this year due to MKCC's new landscaping contract.	
92/24	Approve the minutes of the meeting held on 13 June 2024 The minutes were resolved to be approved.	
93/24	Discuss matters arising not already on the Agenda No matters arising were raised.	
Community Projects		
94/24	Update on Coffee Mornings for noting Anne Vine reported that the Coffee Mornings had as many as 19 individuals attend a session. In future the Prayer Room would be used as a craft room to make best use of the space available. The screen between the toilets to separate the Coffee Morning from the pre-school now had a permanent fixing on the walls and the arrangement was working well.	



	<p>The Clerk reported the Church had obtained quotations on limiting the draught from the front doors which affected the foyer area. The combined leaflet on the Coffee Mornings and Milton Keynes Play Association would be issued in week commencing 15 July.</p>	
95/24	<p>Update on Milton Keynes Play Association sessions for noting</p> <p>Anne Vine reported that MKPA had a list of email addresses for individuals who had booked but not turned up to sessions, although there were concerns from a Data Protection aspect which the Clerk would consider.</p> <p>Separately, MKPA had agreed to overbook the upcoming sessions to 120 to ensure spaces were filled.</p>	Clerk
Finance		
96/24	<p>Consider reports on the financial position for the month ending 30 June 2024, and approve payments to be made in July</p> <p>The Parish Council noted the financial position for the month ending 30 June 2024 and resolved to approve the upcoming payments as follows (not including salary and salary-related payments): Anne Vine expenses for Coffee Morning refreshments and resources: £75.67 and £8.19; VISION ICT of £150.00; VISION ICT of £30.00; Sure2Door Leaflets of £398.36; and to the Milton Keynes Play Association for summer sessions of £990.00; £896.55; £896.55; £990.00 and £896.55.</p> <p>Further, the Parish Council retrospectively approved a payment of £725.93 to the Milton Keynes Play Association made between meetings for the 24 July session.</p> <p>The Parish Council noted the transfer between accounts during June to the current account.</p> <p>The Clerk reported that Cllr Blyth had performed a quarterly check on the finance reconciliation and all was found to be in order.</p> <p>The Clerk shared figures relating to direct Warm Spaces/Coffee Mornings grants and expenditure in 2022/3 and 2023/4 as requested by the Parish Council previously.</p>	
Technology		
97/24	Update on creation of gov.uk domain	



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	The Clerk reported that the gov.uk domain had been set up and was now live. Email accounts for the Clerk and Councillors would follow shortly.	
98/24	<p>Agree purchase of Microsoft 365 Business Standard at £10.30 + VAT per month for storage of historic and ongoing documentation</p> <p>The Parish Council resolved to approve the purchase of Microsoft 365 Business Standard for the Clerk at £10.30 plus VAT per month. All the historic files currently on USB would be moved onto this Cloud and a Sharepoint website would be set up for Councillors as guest users to access meeting papers etc.</p> <p>It was noted that arrangements would need to be considered for circumstances in which the Clerk was incapacitated to make sure access to the Cloud was not locked down.</p>	Clerk
Grants		
99/24	<p>Update and discussion on preliminary work on CIF application for Haldene playground including resolutions on how to achieve community engagement in the project; approve delegated authority for Clerk to submit an application for CIF funding which will include a match-funding commitment of up to £20,000 and approve delegated authority for Clerk to apply to any other funding body for the project</p> <p>In respect of the renovation of the Haldene playground the Parish Council resolved to approve:</p> <ul style="list-style-type: none"> - community engagement which would comprise an online survey, followed up by door-to-door surveying in the vicinity of the playground itself. Cllrs Ryan, Simpson and Anne Vine volunteered to help with this; - the Clerk to submit an application for MKCC CIF funding before the 31 August deadline which would include a match-funding commitment by the Parish Council up to £20,000; and - the Clerk to apply to any other funding body not requiring match-funding for this project without recourse to the Parish Council. 	
Planning		
100/24	<p>Note status of previous Planning Applications considered by the Parish Council:</p> <p>The Parish Council noted the following:</p>	



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	<ul style="list-style-type: none"> - 24/00941/HOU for 2 Cambron, Two Mile Ash MK8 8BZ: Partial garage conversion and erection of rear conservatory, side and front extension over existing garage and porch - permitted - 24/00728/FUL for 4 Garamonde Drive, Wymbush MK8 8DF: Proposal for the reception of an additional 95m of fencing to match existing - permitted - 24/00955/FUL for 37 Potters Lane, Kiln Farm MK11 3HQ: Proposal for change of use to provide hydroponic indoor plant growing facility and installation of new air conditioning unit - permitted - 24/01018/FULM for Sikh Temple, Keller Close, Kiln Farm MK11 3LH: Proposal for variation of conditions to amend approved layout, landscaping and drainage works relating to permission 21/03241/FUL - refused 	
101/24	<p>Consider any Planning Applications of which the Parish Council has been notified after the issue of this Agenda</p> <ul style="list-style-type: none"> - 24/01272/HOU for 13 Garston, Two Mile Ash MK8 8ET: Proposal for the erection of ground floor orangery extension – no objection. - 24/01375/HOU for 44 Denmead, Two Mile Ash MK8 8JA: Proposal for side and rear extensions – no objection. - 24/01461/FUL for 13 Burners Lane, Kiln Farm MK11 3HA: Proposal for change of use from warehouse to mixed use comprising showroom and warehouse with offices and alterations to front elevation and new customer entrance – no objection. 	
Communications		
102/24	<p>Update on a Hiring Agreement with Watling Valley Partnership</p> <p>The Clerk updated that a new version of the Hiring Agreement had been sent to the Watling Valley Partnership for their review.</p>	
103/24	<p>Update on Allotments Association</p> <p>Cllr Ryan and the Clerk reported on their meeting with the Allotments Association on 2 July 2024 which the incoming Committee, and some members of the previous Committee, had attended as part of their handover.</p> <p>The Parish Council now had a better understanding of areas of concern for the Allotments Association. During the visit it had been</p>	



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	<p>noted by a resident neighbouring the allotments that a large tree needed attending to; it was understood there was indeed a Tree Preservation Order in place and the Clerk would look into how to move this forward.</p> <p>A new agreement would be drawn up with the Allotments Association to reflect the understanding between the parties.</p>	
104/24	<p>Update on Community and Social Media Cllr Ryan noted business as usual on the website and social media.</p> <p>The Clerk would circulate the latest website usage statistics.</p>	Clerk
Environment		
105/24	<p>Update on Parishes Monitoring Option (PMO) Landscaping and discussion about matters to raise in the next meeting including particular requests for top ups</p> <p>The Parish Council discussed its dissatisfaction with the current upkeep of the shrub beds which required pruning and weeding throughout Two Mile Ash and to this end had encouraged residents to report to MKCC themselves as per the discussion in the Public Forum. It was understood that these areas were within the accepted specification given to MKCC's contractor.</p> <p>As regards grass cutting the Parish Council were broadly happy with the standard and frequency of cuts by MKCC's contractor.</p>	
106/24	<p>Update on new equipment in main playground for noting</p> <p>The Clerk reported the new play equipment in the main playground would be installed the week commencing 15 July. The equipment would be installed slightly apart from the existing equipment as it required greater fall zone and circulation space than the main area could offer.</p>	
107/24	<p>Discuss Christmas light installation plans and approve costs of £1,296 inc VAT plus shipping for eight 3D illuminated spheres</p> <p>The Parish Council resolved to approve by a majority the purchase of illuminated spheres at a cost of £1,296 including VAT.</p> <p>The Clerk would contact the electrician to confirm arrangements for 1 December switch on and that the chosen lights would work in the space. It was understood the existing lights on the trees needed adjustment and to be moved upwards, and additional lights</p>	Clerk



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	<p>currently in storage would need to be added. All the lights would remain on the trees through the year to save installation costs.</p> <p>Further, the Clerk would contact the Parks Trust to determine whether they would put lights on the One Stop.</p>	Clerk
108/24	<p>Update on Post and Rail Repairs Cllr Evans reported that some repairs look to have been undertaken by MKCC and all was in order.</p>	
109/24	<p>Consider Fault Log Update The Parish Council considered the Fault Log updates and agreed that either Cllr Simpson or Pant would meet with MKCC regarding the brickwork and slabs which needed repair in or around the Community Garden. The Clerk would determine availability.</p>	Clerk
Meetings		
110/24	<p>Clerk and Councillors Reports on meetings attended Cllr Simpson and the Clerk had met with various suppliers on 1 and 2 July in respect of the Haldene playground and Cllr Ryan and the Clerk had met with the Allotment Committee on 6 July.</p>	
111/24	<p>Receive and consider items for the next agenda</p> <ul style="list-style-type: none"> - Arranging next litter pick - Bulbs (in the meantime Clerk would look at contractors to plant up to 10,000 bulbs to facilitate this discussion) 	Clerk
112/24	<p>Confirm date of next meeting on Thursday 12 September 2024 at 7.30pm This meeting date was confirmed.</p>	
113/24	<p>Confidential discussion The Parish Council discussed employment matters in a closed session.</p>	
Meeting closed at 21.28 P.M.		

Signed: _____

Chair

Date: _____

Chairs Initials: