



Summons to a Meeting of **Abbey Hill Parish Council** on Thursday 12th June 2025 at 7.30pm at The Church of the Holy Cross, High Street MK8 8EQ
Councillors Blyth (Chair), Ryan (Vice Chair), Vine(AV), Pant (AP), Evans (AE) are summonsed to attend.

Minutes of Council meeting held on Thursday, 12th June at the Church of the Holy Cross

Members of the public are invited to attend Parish Council Meetings.
During the Public Forum, residents are welcome to raise matters of concern regardless of whether those topics appear on the Agenda

19/25 To note any apologies for absence

Apologies noted from Cllr Andy Evans.

Resolved.

20/25 Declarations of members' interest and application for dispensation

None declared.

21/25 To approve minutes of the Annual Council meeting held on 8th May 2025

Minutes approved.

22/25 An opportunity for the Public to speak

There were no members of the public present.

23/25 Report on Coffee mornings – Cllr Vine

- **Review of Community Event held on 10th May 2025**

Cllr Vine reported the Community Event was a success, with positive feedback received from Beavers, Neighbourhood Watch, Police, TMAEG, Citizens Advice, and Allotment representatives. All councillors agreed it should become an annual event. Citizens Advice expressed interest in holding a surgery during Coffee Mornings.

Cllr Blyth expressed dissatisfaction with the design of the promotional leaflet and suggested exploring alternative suppliers better graphics and

~~layout were required and updated images~~ for next year's promotion, including the Facebook page and noticeboard (to be refreshed fortnightly).

Cllr Vine noted she toured the allotments with Tim during the ribbon-cutting, and the waiting list was updated at the event. *Men in Sheds* inquired about grant funding—requests to be forwarded to the Clerk.

Representation on External Bodies

An invitation is to be sent to all councillors – Clerk to action.

Cllr Blyth ~~was unable to attend~~ reported the ~~May PMO Teams~~ meeting ~~was cancelled~~. ~~There is generally poor attendance from parish clerks & councillors possibly because reminders are not sent by MKCC. due to the absence of formal invites. Meetings occur quarterly—a reminder should be requested.~~

- **Community Café**

Cllr Vine is currently in discussions with the landlord about the lease and agreement to offer hot meals such as soup and jacket potatoes. She is also exploring a partnership with a volunteer, who has yet to meet with the Leadership Group to agree on the way forward.

In response to Cllr Pant's question about funding, Cllr Vine explained that the café's sustainability will depend on whether some overheads can be covered or waived, as discussions are still in the early stages.

Cllr Ryan asked how a similar nearby café operates, and Cllr Vine noted it is supported by the Parish Council and run as a business.

She also plans to speak with the church about the possibility of setting up a food pantry. Cllr Pant mentioned that government funding for warm spaces might also be available.

- **Active Travel**

Cllr Vine attended an Active Travel meeting in May, where discussions focused on reducing car use and making roads more accessible for cyclists. The aim is to encourage more people to cycle and leave their cars at home.

A Dutch-style system, where bicycles are given priority over cars, was also discussed.

Concerns were raised about the lack of bike racks, particularly near shops, making it difficult for cyclists to securely park their bikes. The

Council was asked to consider funding the installation of bike racks to support and encourage active travel.

- **Neighbourhood Watch**

It is possible that a Neighbourhood Watch already exists in the area. To help share responsibilities, it may be beneficial to involve additional co-ordinators. A meeting should be arranged to gauge interest and determine how many residents would be willing to act as co-ordinators for their respective areas.

- **Bulb Planting**

Residents were pleased with the recent bulb planting and asked if the Council plans to plant more flowers.

At the Coffee Morning, there were excess jigsaw puzzles. A swap or “donate two, take one” system was suggested. The puzzles cost around £4.15 each, and councillors gave Cllr Vine consent to sell them.

Handmade items from the Coffee Morning team—including cards, teddy bears, crocheted blankets, and baby clothes—were donated to [the Sir John Radcliffe Hospital](#).

It was resolved to sell the items made by the coffee morning team.

24/25 AGAR – To review/complete and approve the Annual Governance and Accountability Report (AGAR) and authorise the Clerk/RFO to (i) submit (and supporting documents) to the external auditor PKF Littlejohn and (ii) publish the required notice.

Resolved.

25/25 To receive and note the financial reports for month ending 31st May 2025

Minor amendment to be made on the May Accounts.

26/25 To review and adopt the following policies

- Financial Regulations
Re-adopted (to produce Purchase Orders with a numbering system and standard payment terms of 30 days after agreement. This is to be sent to councillors via email for acceptance.)
- Standing Orders

Re-adopted

- Risk Assessments

Re-adopted

- Code of Conduct

Re-adopted

- Freedom of Information

Re-adopted

27/25 Financial reports for month ending 31st May 2025 and approve invoices to be paid in June.

It was resolved to pay the MKPA invoice as per the schedule.

28/25 Goal Posts in the main park – to note receipt of ~~£25050%~~ of funding and to consider instructing a contractor to purchase and install the goal posts. Clerk to action.

29/25 Vision ICT – to consider conc

erns about functionality and costs associated with site updates. Clerk to look at other parish councils around to establish the website builders and to contact them re pricing.

30/25 To discuss landscaping within parish and identify any areas that require attention. Clerk to speak with Kay ~~Petite-Petitt~~ at MKCC to establish where the conversation got to.

31/25 To review condition of play park ~~facilities including weeds etc equipment~~ following photos submitted by Cllr Evans and to agree any necessary action. Clerk to chase up with MKCC report it and other relevant personnel.

32/25 Broken Bridge ~~in main playpark near Clay Hill – to consider in a dangerous condition and required action~~. An email has been sent to MKCC and Cllr Kerry Bradburn. Clerk to chase up.

33/25 To discuss the Hire Agreement with Watling Valley Partnership for use of the church rooms. Clerk to contact Liz Morris to agree a reconciliation of accounts.

34/25 Planning Applications PLN/2025/1002 and 0846 – no comments

Meeting ended at 21.27hrs

Signed_____

Chairman