



**Central Milton Keynes Town Council  
Meeting held on 13<sup>th</sup> August 2015  
At Centrecom, 602 North Row, Central Milton Keynes**

**Present:** Linda Inoki (Chair)  
Ken Baker (from item 4)  
Hilarie Bowman  
Andre Brady  
Ramo Erdogan  
Jim McGowan  
Paul Cranfield (Clerk)

**Apologies:** Rebecca Kurth, Andrew Thomas

**In attendance:** Communications Officer

	<b>Minutes</b>	<b>Actions</b>
1	<p><b>Apologies &amp; Declarations of Interest</b> No additional declarations of interest were made.</p> <p>In the absence of Councillors Kurth and Thomas the Clerk sought and received agreement that Councillor Inoki chair the meeting.</p> <p>At the request of Councillor Kurth item 12 on the agenda, Confidential Planning Discussions, was withdrawn. The matter to be further discussed at the next Planning Committee meeting.</p>	
2	<p><b>Co-option of new councillor</b> Jim McGowan signed the Declaration of Acceptance of Office of Councillor in the presence of the Town Council and was duly welcomed to the role of councillor.</p> <p>The Clerk to send a set of policies and procedures to the new councillor.</p>	PC
3	<p><b>Ratification of Minutes of the Town Council meeting</b> The minutes of the meeting of the Town Council on 9<sup>th</sup> July 2015 were agreed as a true record of the meeting and signed as such by the Chair.</p>	
4	<p><b>Matters Arising &amp; Outstanding Items</b> The paper, as previously circulated, was noted.</p> <p>Updates to the action sheet were agreed, as follows:-</p> <p>Item 14/074- The Lessons Learned paper has been produced in draft, but is not yet available. Project Sponsor, Anna Rose, to consider this and other reports on the event and determine what may be released. Clerk to pursue. Item 15/015- To be further considered in September Item 15/017- Completed. Item 15/023- Completed Item 15/025- To be further considered in September</p>	PC

	<p>Item 15-027- Completed  Item 15-028- To be considered further in September.  Item 15/030- Completed.  Item 15/033- Emptying day is Thursday. Meeting with Parks Trust re siting of new bins still being arranged. Review September.  Item 15/034- Clerk/Chair to speak to Paul Harrison to pursue ways on limiting impact in Campbell Park.  Item 15/036- Clerk to chase Mick Legg one more time, with note to effect that no response will result in escalation to the Chief Executive.  Item 15/037- Completed. Bins are to be replaced like for like, but with a 'hood'.  Item 15/038- Completed  Item 15/039- To be considered further in September.  Item 15/040- To be considered further in September.  Item 15/041- Completed  Item 15/042- Closed</p>	<p>PC  PC</p>
5	<p><b>Finance paper</b>  The paper, as previously circulated, was noted.</p> <p>The Clerk also noted that he had received the external audit response from Mazars, which indicated no issues.</p>	
6	<p><b>Projects Update</b>  The paper, as previously circulated, was noted.</p> <p><b>Project 15/001-</b> The litter bins have been installed in Petersfield Green and the warden will report back on their usage in due course. Councillor Bowman reported seeing one being used. The Clerk confirmed that there was no on-cost to the bins- they are to be emptied by Serco as part of their routine.</p>	
7	<p><b>Section 106 Working Party</b>  The paper, as previously circulated, was noted.</p> <p>Councillor Baker observed that the main option being considered was not proving to be as straightforward as they had hoped. As a result alternative options are being pursued and a further report will be provided in due course.</p>	
8	<p><b>Quarterly Budget Update</b>  The paper, as previously circulated, was noted.</p> <p>The Clerk explained the columns on the report, noting that there had been an underspend in Quarter 1 against budget. Following a query, he clarified that the budget document, as with all non-confidential items, can be made available to members of the public upon request, but would not be published on the website. The budget for the current year will be posted on the website in the near future.</p>	
9	<p><b>Business Neighbourhood Plan Illustrations</b>  The paper, as previously circulated, was noted.</p> <p>Councillor McGowan asked whether multiple facets of the same drawing could be commissioned. It was felt that this would not be possible.</p> <p>The role of the illustrations would be to enable the Town Council to explain and promote the CMKAP to the press, MPs etc integrating them into multi media presentations as required. They will be designed to be used passively or dynamically as required.</p>	

	The proposal was agreed unanimously.	
10	<p><b>Noticeboards</b> The paper, as previously circulated, was noted.</p> <p>The Town Council's views were sought on the four proposals as outlined in the paper.</p> <p>It was agreed that any noticeboards would largely perform a statutory function and not primarily for promotion of events, which could be achieved via noticeboards in various internal locations by agreement, such as Lloyds Bank.</p> <p>After some discussion it was agreed that the Town Council should seek to maintain only one noticeboard, which would be outside of the central library, and that the other two noticeboards could be removed, subject to the cost of removal.</p> <p>It was felt that a larger noticeboard outside the library, having greater impact would be of benefit.</p> <p>The Noticeboard Working Party was requested to bring back design and cost options, together with an indication of the cost of removal and making good of the other two noticeboards currently maintained.</p>	PC/KB
11	<p><b>Terms of Reference for the Residents' Forum</b> The paper, as previously circulated, was noted.</p> <p>The Terms of Reference, as outlined, were agreed, subject to the replacement of the word 'vehicle' with 'channel' in 'Role and Function' section 2.</p>	
12	This item was withdrawn	
13	<p><b>IT Expenditure</b> The paper, as previously circulated, was noted.</p> <p>The sum of £500 was agreed to enable the purchase of a laptop and peripherals for the clerk to use in the Town Council office.</p>	
14	<p><b>Expenditure for Planning Awards</b> The paper, as previously circulated, was noted.</p> <p>The sum of £140 was agreed to enable an application to be made in one category of the Planning Awards run by Planning magazine.</p> <p>It was agreed that thanks be extended to David Lock Associates for offering to fund the entry into a second category.</p> <p>It was noted that the awards would not be recognition for the Town Council, but for the CMK AP itself.</p>	PC
15	<p><b>Draft Parking Standards SPD</b> The paper, as previously circulated, was noted.</p> <p>The Chair noted that Councillor Kurth had expressed a wish to engage in the consultation, in conjunction with the Communications Officer. Councillor</p>	

	<p>Baker offered to join them in compiling a response to the SPD.</p> <p>The Clerk noted that although the deadline date is 7 October, this falls before the October Town Council meeting and thus an initial report would need to be brought to the September meeting for the consideration of the Town Council.</p>	RK/TW/KB
16	<p><b>Items for Noting</b>  The following papers were noted, as previously circulated:-  i) Planning Committee Meeting Minutes 23 July 2015  ii) Employee Handbook  iii) MKCCM Minutes 16 July 2015  iv) CMK Warden Monthly Report July</p> <p>With regard to the Employee Handbook it was agreed that 'at their own home' be deleted from Section 10, bullet 4.</p> <p>It was noted that there were no members of the public present prior to the commencement of the following confidential items.</p>	
17	<p><b>Confidential Item -CMK Warden</b>  The paper, as previously circulated, was noted.</p> <p>It was agreed that the current arrangement pertaining to the funding of the CMK Warden be continued for a further 12 months.</p> <p>The Clerk to circulate the current SLA with MKCCM for suggested amendments to be considered at the September meeting.</p> <p>The Clerk and Communications Officer left the meeting at this juncture.</p>	PC
18	<p><b>Confidential Item -Communications Officer/Asst Clerk</b>  The paper, as previously circulated to councillors, was noted.</p> <p>The recommendations within the paper were agreed.</p>	
19	<p><b>Confidential Item -Clerk</b>  The paper, as previously circulated to councillors, was noted.</p> <p>The recommendations within the paper were agreed.</p> <p>The Clerk and Communications Officer returned to the meeting at this juncture.</p>	
20	<p><b>The meeting closed at 8.00pm</b></p> <p><b>The next scheduled meeting will be held on Thursday 10<sup>th</sup> September 2015 at Centrecom.</b></p>	