



**Central Milton Keynes Town Council**  
**Meeting held on 9<sup>th</sup> June 2016**  
**At Centrecom, 602 North Row, Central Milton Keynes**

**Present:** Rebecca Kurth (Chair)  
Hilarie Bowman  
Andre Brady  
Linda Inoki  
Andrew Thomas  
Paul Cranfield (Clerk)

**Apologies:** Ken Baker, Ramo Erdogan, Jim McGowan, Thomas Walker

**In attendance:** None

	<b>Minutes</b>	<b>Actions</b>
1	<b>Apologies</b> Councillors Baker, Erdogan and McGowan extended their apologies for the meeting. The Communications Officer extended his apologies.	
2	<b>Declarations of Interest</b> There were no additional declarations of interest noted.  In line with the terms of Schedule 12A Local Government Act 1972, it was noted that item 17 will be likely to disclose exempt information relating to establishment and contractual matters and the Town Council therefore resolved that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded from this item.	
3	<b>Ratification of Minutes of the Town Council meeting</b> The minutes of the meeting of the Town Council on 9 <sup>th</sup> May 2016 were agreed as a true record of the meeting and signed as such by the Chair.  It was agreed that in future minutes details of the standing order payment be stated within the appendix.	
4	<b>Ratification of Minutes of the Annual Meeting of the Town Council</b> The minutes of the Annual Meeting of the Town Council on 9 <sup>th</sup> May 2016 were agreed as a true record of the meeting and signed as such by the Chair.	
5	<b>Clerks' Report on Outstanding Items</b> The paper, as previously circulated, was noted.  Updates to the action sheet were agreed, as follows:-	

	<p>Item 15/067- Closed  Item 15/070- Closed  Item 16/001- Closed  Item 16/010- Amended paper to the July meeting.  Item 16/021- Closed  Item 16/029- Closed  Item 16/030- Closed  Item 16/032- Wayfinding meeting being held on 15 June. Report back to July meeting.  Item 16/034- Closed</p>	
6	<p><b>Representations from Public</b>  No members of the public were present.</p>	
7	<p><b>Forward Plan Monitoring Sheet</b>  The paper, as previously circulated, was noted.</p>	
8	<p><b>Projects Update</b>  The paper, as previously circulated, was noted.</p> <p>PP15/004 Landscape Working Party- Councillor Inoki reported that the Working Party had sought to identify two small areas in CMK which would benefit from a refresh or planting in an area not currently benefitting from planting.</p> <p>She noted that 2 small roundabouts (Bankfield and Silbury) had no landscaping. These created a blank canvas and agreement was sought to talk to potential co-sponsors of a landscaping scheme for the roundabouts.</p> <p>Clerk to check whether the roundabouts have been identified by MKCouncil as potential advertising sites.</p> <p>The Town Council agreed to the proposals and requested the Working Party to bring back a paper by September.</p>	<p>PC  LI/KB</p>
9	<p><b>Finance Paper</b>  The paper, as previously circulated, was noted.</p> <p>A list of debits noted is appended to the minutes.</p>	
10	<p><b>Annual Accounts</b>  The paper, as previously circulated, was noted.</p> <p>The internal auditor's report was noted. The recommended actions within the report were discussed and assurances were given that they would all be implemented. The proposed amendment to the risk assessment be pursued via the current actions log.</p> <p>The external audit report was duly signed by the Chair.</p>	<p>PC</p>
11	<p><b>Newsletter Policy</b>  The paper, as previously circulated, was noted.</p> <p>A number of amendments were proposed to the policy. It was agreed that the amendments would be made and the amended policy circulated by email for further comment prior to being accepted as a policy.</p> <p>The Communications Officer was requested to compare the amended</p>	<p>TW</p>

	policy with the website policy to ensure consistency of terminology and intent.	
12	<p><b>SMART Targets for Communications</b> Due to the absence of the Communications Officer it was agreed to defer consideration of this item until the July meeting when an amended paper would be brought forward.</p>	TW/RK
13	<p><b>Proposals for Delivering Newsletters to Vizion Residents</b> The paper, as previously circulated, was noted.</p> <p>A councillor noted the challenges of accessing other areas within the parish and advocated the use of the Post Office Direct Mail system for deliveries across the parish. It was noted that this option had budget implications.</p> <p>After some discussion it was agreed that, subject to the costs as outlined in the paper being robust, the July newsletter would be delivered by the Post Office across the parish by way of a pilot exercise.</p> <p>Following the pilot exercise a paper is to be brought back to the Town Council to enable consideration of options going forward.</p>	TW
14	<p><b>Noticeboard Project</b> The paper, as previously circulated, was noted.</p> <p>It was agreed that further consideration of the project would be undertaken as part of the 2017/18 budget process. The Clerk to add to the action list.</p>	PC
15	<p><b>Campbell Park Community Facility</b> The paper, as previously circulated, was noted.</p> <p>It was agreed that VAT advice be sought in sum of up to £1000.</p>	PC
16	<p><b>Items for Information</b> The papers, as previously circulated, were noted.</p> <p><b>a) MKCCM City Centre Operations Groups- minutes of meeting held 17 May 2016</b> The paper, as previously circulated, was noted.</p> <p><b>b) Licensing Application- Simply Lavalicious</b> The paper, as previously circulated, was noted.</p> <p><b>c) Licensing Application- MKIF Promenade 2016</b> The paper, as previously circulated, was noted.</p> <p><b>d) Planning Committee Meeting Minutes 27 April 2016</b> The paper, as previously circulated, was noted.</p> <p><b>e) Street Warden Report, April/May 2016</b> The paper, as previously circulated, was noted.</p> <p>The Chair noted that MKCCM is seeking sponsorship to support the role of the Street Warden.</p> <p>Concerns were expressed at the blocked drains across the parish.</p>	

	Councillor Bowman noted that she and the Street Warden had met with David Huckle to discuss future plans to promote Neighbourhood Watch across the parish.	
17	<b>Confidential Item</b> In line with the terms of Schedule 12A Local Government Act 1972, and pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press were excluded from item 17.	
18	<b>Items for Next Agenda</b> None  <b>The meeting closed at 8.05pm</b>  <b>The next scheduled meeting will be held on THURSDAY 14<sup>th</sup> July 2016</b>	

### Appendix to Minutes of Meeting of CMK Town Council on 9 June 2016

#### Financial Items

A list of expenses incurred, authorised at the Town Council meeting, is provided below:-

AH Contracts	£ 35.28
MK Community Properties Ltd	£506.94
Eagle Graphics	£587.00
Royal Mail Freepost	£ .91
Bucks Law	£1519.20
BALC	£348.67
R. Kurth	£109.98
R.Kurth	£ 20.00
K.Baker	£ 20.00
MKCCM	£1500.00
Vonage	£ 8.95
Google	£ 39.60
Tsohost	£ 4.99
Postage	£ 11.97
Solopress	£ 84.00
Staples	£ 82.58
Salaries	£2266.34