

**Summons & Agenda**

**To: All Councillors**

Your attendance is requested at a Full Council Meeting to be held at:

The Methodist Hall, Queensway

On 20<sup>th</sup> October 2009 at 7.30pm when the business set out below will be transacted:

Clerk to the Council

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**Agenda**

1. **Apologies**
2. **Notification of any Other Business**
3. **Declarations of Interest**
4. **Minutes of the Full Council Meeting held on 15<sup>th</sup> September 2009**  
To agree the minutes as attached
5. **Matters arising from the minutes of the last meeting not included elsewhere on the Agenda**
6. **Travellers Site at Fenny Lock**  
To receive a presentation from Milton Keynes Council officers regarding the proposed development of a travellers site at Fenny Lock.  
  
Following this presentation, members are requested to consider a formal response to the proposed development.
7. **Committee Responsibilities**  
To receive a copy of the committee responsibilities as agreed at the Full Council meeting in September 2009. This is not for further discussion or review but for formal receipt.
8. **Regeneration Committee Meeting held on 25<sup>th</sup> August 2009**  
8.1 – to note that the next committee meeting is scheduled for the first Thursday evening in November (as agreed by Full Council in September 2009) being the 5.11.09 at 7.30pm at the Town Council offices.  
  
There was no Regeneration Committee meeting in September as it would have been only 1 week following the August meeting, therefore no minutes for review or consideration.  
  
8.2 – To nominate a further member to attend the Regeneration Committee (following the resignation of Danny Galvin from this committee (not from the council)).

8.3 – To receive a report from the Regeneration Officer regarding achievements and progress to date of the committee. The Regeneration Committee was set up initially for a 6 month trial period which concludes in January 2010 and members are therefore requested to consider the future of this committee.

It should be noted (as per agenda item 17) that the Town Council needs to set its budget for 2010/11 no later than January 2010 (ideally in December 2009) and that the future of the Regeneration Committee and subsequent staffing arrangements must be decided as a part of this process.

## **9. Community and Grants Committee Meeting held on 6<sup>th</sup> October 2009**

9.1 - To note minutes attached

9.2 – Collection of dog and litter waste (Min Ref CG170-09 refers)

The C & G committee recommends that a fixed term contract is entered into with the contractor responsible for emptying the Town Council's dog and litter bins. This matter is taken (at the request of the committee) to Full Council for approval.

9.3 – to consider the grant application from Unity Cyber Centre for £1,500 as recommended for approval by the C & G committee (see Min Ref CG165-09.2).

9.4 – to consider the grant application from MK Council to fund Lakes Estate Year 9 Youth Club for £1,500 as recommended for approval by the C & G committee (see Min Ref CG165-09.2)

9.5 – to consider the grant application from Festive Road to fund the lantern parade and associated work shops for £7,600 as recommended for approval by the C & G committee (see Min Ref CG165-09.4). Unfortunately the grant application made to the Arts Council was unsuccessful and funding of £7,600 is therefore sought from the Town Council.

As requested at the C & G meeting, further papers regarding costs for the Festive Road grant are as attached.

*Full details of the above grant requests including the actual application were as previously attached to the C & G agenda papers for the October meeting.*

## **10. Finance & General Purpose Committee Meeting held on 13<sup>th</sup> October 2009**

10.1 - To note minutes attached

10.2 – To consider a response to the following request from MKC (request received on 14.10.09 and therefore too late for inclusion for the F & GP October meeting):

“MKC are looking at road schemes to be included in next year's surfacing programme. We would like to know from your parish of any roads that are giving you concern in respect of their condition. Could you please send me details of any roads that have been reported to yourselves that are in need of repair i.e. potholes that can be investigated to see if they can be included on the list?

Although a commitment can not be given at this stage about any future works it would be helpful to have an input from parishes on any reported problems with road conditions. Could you please forward details to me by Monday 26 October”

## **11. Sending of Agendas**

Members are requested to consider the use of emails and electronic systems for the sending and receipt of the formal summons and agendas to councillors. A report from the Clerk is as attached providing examples of other practice along with the Clerk's recommendation.

## **12. Town Council Community Officer (TCCO) / Parish Ranger**

Monthly report from TCCO / Parish Ranger as attached.

**13. Thames Valley Police (TVP)**

13.1 – To note that there is a new inspector at Bletchley station. The new inspector is unfortunately currently on sick leave but it is anticipated he will attend a future meeting of the Town Council once well enough to return to work.

13.2 – To note the crime statistics from TVP as attached. The report is in 3 parts being breakdown of information by parish, by neighbourhood and by estate.

**14. Connect MK Agency Forum**

Connect MK Ltd was formed in response to demands by residents and businesses of Milton Keynes to help establish improved broadband services. It is a private limited company wholly owned by Milton Keynes Council. Connect MK was also formed to help address some of the social and digital exclusion issues within the Milton Keynes area.

Government and other studies have shown that there is a strong link between home access to a PC and economic prosperity, employment prospects and educational attainment. It is also known that there are many in our society, who for all manner of reasons cannot afford to buy or cannot afford the support that might be needed to use a PC or laptop at home.

Connect MK with the support of both Milton Keynes council and Microsoft have therefore created the low-cost loan scheme. It allows anyone who qualifies to have a computer and the support they need for a sum of just £1.50 per week until such time as they choose to either buy their own or simply want to return it, there is no commitment other than to make sure you pay on time.

Any profits that Connect MK might generate are in the control of Milton Keynes council and will be used to the benefit of the people and businesses of Milton Keynes.

The pcs provided at Spotlight office are provided and maintained by Connect MK.

Connect MK loans a number of pcs to the public and is also attempting to try and co-ordinate the work of many of the agencies in MK. To achieve this, Connect MK has set up an agency forum where agency members can access information about one another, share information and promote events / training to one another. The work of Connect MK is included within the regeneration strategy of MK Council. Staff and members involved with the regeneration committee have already attended a brief introduction session about the agency forum and it is hoped that this forum along with the Town Council's own website will help to promote the work of the Town Council and better interagency working.

**15. Unity Cyber Centre**

15.1 – To note the minutes from the management committee from June 2009.

15.2 – To consider nominating representatives from the Town Council to attend future meetings of the management committee – there appears to be no set pattern to times of meetings and some are during working hours and others in the evenings.

**16. Community Parking Partnership Scheme**

To consider any projects for inclusion in the scheme for 2010/2011. Details are awaited for the 2010/11 application process although members may wish to give early consideration to any schemes as they would need to be included in the Town Council's own 2010/11 budget which should be set by January 2010 latest. It is anticipated that details of MKC's scheme for 2010/11 will be received December 2009. (this item carried forward from FC Sept 09).

This matter has also been considered by the Regeneration Committee, C & G and F & GP and no projects were forthcoming from those discussions.

The Regeneration Officer has dealt with a number of complaints into the office about parking in Central Bletchley and meetings have been had with MKC Officers to initially sound out and review any potential areas for car parking development. The Regeneration Committee has already identified some opportunity for the purchase of the small Co-Op car park (by Sunlight Soap) and a request has been made to the Co-Op to discuss the opportunities around purchase and/or use of a public car park – details are awaited.

The funding for this scheme is 50/50 between MKC and the Town Council and clearly any schemes would need to be included in the 2010/11 budget.

**17. Town Council Budget for 2010/11**

To agree the procedure for review and setting of the Town Council budget for 2010/11. Historically this procedure is usually completed by December with some capacity for final review the following January. The budget and subsequent precept must be set no later than the January 2010 Full Council meeting.

**18. Parish Review Working Group**

This matter was due to be considered at MKC Council meeting on 13.10.09. A Parish Review Working Group has been set up and is looking at all of the options arising from the public consultation. Unfortunately due to the quantity and complexity of some of the consultation replies, this work is still in hand and work was not completed in time for the council meeting on 13.10.09. The group will therefore report back to a specially convened meeting of MKC Council once work is complete.

The group currently is proposing the following (amongst many other proposals)

(a) that the parish of Central Milton Keynes be retained and extended to include the Campbell Park grid square

(b) that if (a) above implemented that Campbell Park Parish Council review its name

(c) that the boundaries of Woughton Parish Council be reviewed with a possibility of Woughton Park, Woughton on the Green and Passmore moving within the parishes of either Simpson or Kents Hill Parish Council

There is a lot of debate about the above proposals (mainly concerning Woughton Parish Council) and until this is resolved, the review cannot be completed.

**19. MK Council Standards Committee**

To note the papers as attached

**20. Reports from other meetings**

20.1 – Chairman Training – 13 October 2009 at MKC

20.2 – MK Community Mediation Service – AGM – 5<sup>th</sup> October 2009 at Fishermead

20.3 – Milton Keynes Hospital Trust AGM on 23<sup>rd</sup> September 2009, at Christ The Corner Stone

20.4 – The Age Concern AGM, Christ the Cornerstone, 17 September 2009

20.5 – PCT's AGM at Bletchley Park on 30.09.09

20.6 – Project Management training on 28.09.09 at Harben House, Newport Pagnell.

20.7 – Lakes NAG / Central Bletchley NAG

20.8 – Heritage Strategy First Annual review 24<sup>th</sup> or 28<sup>th</sup> September

20.9 – Parishes Assembly

(a) minutes from 18.06.09 attached

(b) agenda and supporting documents from from 01.10.09 attached (minutes not available at time of issuing agenda)

20.10– Any other meetings

## **21. Forthcoming Meetings**

21.1 – MKC's Housing Service road show – 24.11.09 11am – 6pm, Lakes Community Centre. This is an opportunity to meet with local residents and talk about any issues which concern them. A table has already been reserved for both the Spotlight office and the Town Council.

21.2 – Meeting with Sam Crooks, leader of MKC, with Chair, Vice Chair and Clerk – date tbc

21.3 – South West Strategic Development Area – 28<sup>th</sup> October 2009, 6.30 – 8.00pm at the Longueville Hall, Whaddon Road, Newton Longville. Please book in advance to ensure that appropriate copies of the agenda and supporting documents are sent to you prior to the meeting.

A presentation about this will also be made to the Regeneration Committee's next meeting on 5.11.09, 7.30pm at the Town Council offices.

21.4 – Social Enterprise workshops – series of dates and you must attend each session otherwise there is a charge 3.11.09, 17.11.09, 1.12.09 and 8.12.09 all starting at 5.30pm

21.5 – MKCVO AGM and Autumn Conference – 4<sup>th</sup> November 2009, 12.30pm at Stadium MK

21.6 – Living Archive's 25<sup>th</sup> anniversary – 30<sup>th</sup> October 2009 from 7.15pm, Chrysalis Theatre, Camphill, Willen Park South (bookings must be made by 23.10.09 by telephoning MK 322568)

21.7 – MK Hospital talk on "Back Ache – can Doctors help?" – 10<sup>th</sup> December 2009, 6.30pm at Chrysalis Theatre, Camphill, Willen Park South (bookings must be made by telephoning MK 243300)

21.8 – MK Hospital - Black History Month Celebrations, 29<sup>th</sup> October 2009 7pm at Church of Christ the Cornerstone. Tickets cost £5 each and book on 07909 535 937

21.9 – MK Hospital – Open evening and tour of new endoscopy unit , 11<sup>th</sup> November 2009, 6-8pm at MK Hospital. (bookings must be made by telephoning MK 243300)

21.10 – Parishes Assembly 10<sup>th</sup> December 2009 although members are requested to submit any items it wishes to see discussed at this meeting no later than noon on 5.11.09

21.11 – First Lakes Action Plan Steering Group meeting - Wednesday 21<sup>st</sup> October, 3.30pm in the Community Centre on the Lakes Estate

21.12 – Regeneration Performance Group Meeting – 26<sup>th</sup> October 2009, 2 – 4pm at CBX II, CMK

21.13 – Rail User's Meeting (from Regen Committee) – 26<sup>th</sup> October, 6.45pm at TC Offices

21.14 – Local Development Framework Advisory Group – 21<sup>st</sup> October 2009, 6pm at MKC Chambers – where MKC will be considering the draft Design Guide – New Housing Development Document

21.15 – Black History Month – 21<sup>st</sup> October 2009, 6 – 8pm at Unity Cyber Centre to join in and share people's experiences of black history

21.16 - Countec Education Business Partnership – Tuesday 1<sup>st</sup> December from 8.30am – 12.30pm at Leon School – Volunteers are invited to school, where 2/3 students will ask a series of questions in order to find out more about the employer's job role, how they got to where they are, and their own personal experiences of the world of work

There will be 3 one hour sessions (9am -10am, 10am – 11am and 11.30am – 12.30pm) If you would like to take part in one or any number of them we would love to have you on board! The programme is aimed at helping Year 9 students (13/14yr olds) better understand the World Of Work (WOW!). If interested please book direct with Christina Grant on 01908 209 940

21.17 – Working Together Project MKC – 10<sup>th</sup> December from 5.15pm – 9pm at Harben House, Newport Pagnell – the evening will look at the main issues highlighted by the working together project and the responses to the questionnaire (as considered by FC Sept 09 and referred to F & GP Oct 09 for a response). Formal invites to follow and this is advance notice of the event.

21.18 – A representative from the Town Council is invited to join the Management Committee of the Saplings Children Centre in Queensway. The committee meets once a term and the next meeting is on Friday 5<sup>th</sup> February at 1pm (Meetings are always held on Fridays at 1pm). Other reps on the management committee include the Community Mobiliser, head teachers from the schools and local church leaders.

21.19– Any Other Meetings

## **22. Correspondence**

22.1 – MKC's monthly Parish Newsletter – as already emailed to all councillors but hard copies also available.

22.2 – Older People's Care Patient Panel Group – to note the papers as attached for information. If you are personally interested in receiving any further information or to be a part of the panel, please contact Anna Pryor, Membership Officer at MK Hospital on MK 243300

22.2 – any other correspondence received

## **23. Any Other Business**

## **24. Questions from the Public**

## **25. Date and time of next Full Council Meeting**

Proposed for Tuesday 17<sup>th</sup> November 2009 at 7:30pm, Methodist Church Hall, Queensway

## **26. Town Council Vacancies**

There are vacancies on the Town Council for Granby and Eaton Ward and the Town Council is authorised to fill these vacancies by co-option as there has been no request for an election.

Any interested applicants have been requested to attend the Full Council meeting where their co-option will be considered.