

Minutes of the meeting of Olney Town Council
Held on Monday 14 May 2018 at 7.30 pm
at The Olney Centre

Present:

Jeremy Rawlings, Deirdre Bethune, Stephen Clark, Desmond Eley, Joanne Eley, Tony Evans, Peter Geary, Graham Harrison, Dr Sally Pezaro, Colin Rodden, Chris Tennant, Kevin Viney

In attendance: Liam Costello (Town Clerk), 2 members of the public.

Public Forum:

- Olney Bean, a visitor from Bermuda, addressed to council regarding her visit to Olney and the history behind her name. She brought gifts for the Mayor from the Mayor of Bermuda. The Mayor thanked her for the gifts and presented her with a gift of the book of Olney Hymns.
- David Coles addressed the council regarding his plans for the NatWest building which he has purchased. Planning application submitted for internal alterations and change of use. Scaffolding being erected to the front. Like to meet with the council to discuss the future of the clock, which looks in need of maintenance.

1. Election of the Mayor and to receive the Mayor's declaration of acceptance of office

Cllr Rawlings was proposed to be the Mayor, there were no other nominations.

RESOLVED: That Cllr Rawlings be elected as Town Mayor and he duly signed the declaration of acceptance of office.

2. Election of the Deputy Mayor.

RESOLVED: Cllr Sally Pezaro was elected unopposed.

3. Apologies for absence

Apologies for absence were received from John Boardman, Paul Collins and Rosemary Osbourne MBE

4. Declarations of interests on items on the agenda

None declared

5. To approve the minutes of the meeting held on 09 April 2018

RESOLVED: That the minutes of the meeting held on 09 April 2018 be approved as a correct record.

6. Annual Business:

a. Review of Scheme of Delegation and the terms of reference for committees

RESOLVED: To approve the Scheme of Delegation subject to the following points:

- To amend the title of Neighbourhood Plan Development Group to Development Group.
- To review the Terms of Reference for the Development Group at the first meeting of the group.

b. Appointment of members to committees

RESOLVED: To approve the list of committees and members subject to the following additional appointments:

- Graham Harrison to join Planning, Development Group and Dickens committees

c. Review of representation on or work with external bodies and arrangements for reporting back

RESOLVED: To approve the list of representatives, and reporting arrangements, subject to the following changes:

- To remove Olney Feoffee Charity from the list.
- To appoint Joanne Eley as Olney Senior Citizens representative

d. Review of Standing Orders and Financial Regulations.

Cllr Bethune proposed a change to item 3d to the effect that non-members of the HR Ctte be excluded from confidential sections of meetings along with the press and public. After discussion Cllr Bethune withdrew the proposal.

Council discussed the proposed change in legislation regarding the Data Protection Officer Role

RESOLVED: To approve the standing Orders subject to the following:

- The remove item 21a requiring the appointment of a DPO for now and review the role.
- Review item 22 “Relations with Press/Media” with a view to replace with Communications Policy
- Carry out an audit of policies.
- To review whether all the policies should be reviewed each year.

7. To consider adopting the General Power of Competence

RESOLVED: That having met the criteria for eligibility relating to the electoral mandate and relevant training for the Town Clerk, the council adopts the General Power of Competence.

8. To receive minutes of committees that have met since the last council meeting:

a. Planning - 16 April

RESOLVED: To note the minutes

b. HR - 23 April

The chairman gave a brief report on the meeting of the HR Ctte held on 23 April.

9. To note that the wayleave agreement for the ‘Nat West’ clock has been assigned to the new owner, and consider upkeep and future of clock.

The council received notification that the wayleave agreement has been transferred to the new owner, David and Sheila Coles. Cllr Bethune agreed to inspect the condition of the clock when the new owners erect scaffolding and report back to council.

10. Planning - Site R application

Cllr Chris Tennant gave a report on the MKC Development Control Ctte meeting held on 12 April, at which the applicant withdrew the application for a mixed use development of a foodstore and up to 26 dwellings.

The applicant has subsequently notified the town council that he will shortly be submitting an application for the foodstore element of the application, and wishes to have discussions with the town council regarding the remainder of Site R.

RESOLVED: To note the report.

11. Neighbourhood Plan Development Group - Consider reviewing terms of reference and setting schedule of dates for meetings

The council discussed reconvening the Development Group and how to go about appointing the 5 community representatives.

RESOLVED: To set a schedule of dates for the Development Group. The first meeting to review the terms of reference and develop a person specification for the 5 community representatives to the group.

12. Use of Nursery Pitch for parking on 23 June by Rugby Club for parking during Olney 7's tournament

The council considered a request from the rugby club to use the Nursery Pitch for parking on 23 June.

RESOLVED: To approve the use of the pitch for parking subject to the council reserving the right to withdraw the facility if ground conditions are not conducive due to extreme weather conditions. The rugby club should accept any liability that arises to bring the pitch back into useful condition should it suffer significant damage.

The council also requires that the parking on the pitch be marshalled by the club, and that the club consider introducing park and ride from the industrial estate.

13. Report of meeting with Cobbs Garden and CCG

Cllr Chris Tennant reported on a meeting that he and the Town Clerk attended at Cobbs Garden with representatives of the surgery, MK Clinical Commissioning Group and the NHS. A review of the estate of NHS services across the region is being carried out, driven by the Bedfordshire, Luton and Milton Keynes (BLMK) sustainability and transformation plan (STP). Part of that review is looking at GP practices, and in particular the challenges that face Cobbs Garden in the current premises.

The CCG and NHS were appraised of the planned growth for the town and the Neighbourhood Plan, as well as the aspirations of the surgery in the services they would like to provide and their preferred catchment area.

The visitors were then showed the site at The Youth Centre allocated in the Neighbourhood Plan.

Cllr Pezaro asked if she could be involved in any further discussion regarding this. The NHS representative promised to provide some initial feedback in a couple of weeks.

RESOLVED: To note the report.

14. Review of town council website and email system

The council discussed some of the limitations and problems with the council's website and email system.

RESOLVED:

- Cllr Bethune to make contact with local supplier Matthew McAuliffe.
- Cllr Rawlings to review the options and come forward with some proposals.

15. Speed Indicator Device – Consider repair costs / purchase of new unit.

The council considered a quotation for the repair of repair of one of the SIDs and the price for obtaining our own unit like the one purchased by Lavendon Parish Council.

RESOLVED: To approve the quotation for the repair of the SID

16. MKC seeking views on review of Parish Basic Allowances

RESOLVED: That the council has no comments to make.

17. List of outstanding actions

- Market electrics. Still waiting for proposals from EON to address flooding of ground units. Interim invoice received but not paid.
- Long Lane bridleway to be inspected by MKC.
- Final agreement outstanding for Landscaping Agreement.
- Community Speedwatch training on 15 May 2018
- CCTV at Market inspected with electrician. BT requested that unit be brought back to office. No maintenance agreement in place. Price also being obtained from the supplier Digital Barriers to send an engineer to look at system.

- Application to Community Parking Fund submitted for Oakdown Crescent. OTC to review position on Oakdown Crescent when application has been decided.
- Dates requested for meeting with Community Highways manager.
- Affordable Housing submission made to MKC consultation.
- Temp repair effected to Stanley Court pothole. Co-op to arrange full repair.

RESOLVED: To note the report

18. To approve Exclusive Rights of Burial and Memorials

- To add an inscription “Alma Beldham 9.5.1922 – 20.10.2016 loved and missed”

RESOLVED: To approve the above exclusive rights of burial and memorials

19. To receive reports from Representatives to Outside Bodies

- Cllr Bethune reported that Olney Events would be putting the hanging baskets on 20 May from 09:00 any helpers welcomed.
- Cllr Joanne Eley reported on a meeting with retail forum who are trying to promote Olney as a tourist destination to improve footfall. Approach to landlords to reduce rents around Market Place.

Launch of Cultural and Heritage week at Cherry Tree on 21 May

- Cllr Rodden Reported on Folio AGM. Rearrangement of space in Library in June.
- Cllr Evans reported that the Ann Hopkins Trust AGM will take place on 16 May

20. To approve the schedule of payments

April 2018			
Date	Name	Memo/Description	Amount
Unity Trust - Current A/C			
03/04/2018	CF Corporate Financial Limited	Printer lease	149.56
03/04/2018	MKC Rates	Library NNDR	260.81
03/04/2018	MKC Rates	NNDR - Market Place toilets	102.00
03/04/2018	MKC Rates	NNDR - Cemetery	37.59
03/04/2018	Katara Ltd	Quickbooks subscription	30.00
04/04/2018	A H Contract	Dog bin emptying	555.22
04/04/2018	Jade Tyres LLP	Tyre repairs	294.00
04/04/2018	Acorn	Replacement trees St Peters	423.60

04/04/2018	PHS01	Sanitary services	530.27
11/04/2018	R F Webster	Cemetery grounds mtce	430.00
11/04/2018	Souls Brothers	Dickens donation	200.00
11/04/2018	John Nicholls	Expenses	89.99
17/04/2018	Andrew Griffin	New slimline heater	1,290.00
17/04/2018	Frontier	Soil sample reports	2,112.96
17/04/2018	Bucks & Milton Keynes ALC	Annual membership	944.43
17/04/2018	GLS	Cleaning products	57.55
17/04/2018	ICCM	Annual subscription	90.00
17/04/2018	Royal Mail	Freepost service	116.40
17/04/2018	Walters Ltd	Office printer	119.05
17/04/2018	C T Wilson & Son	Misc items	214.50
17/04/2018	Dave Boddy Electrical	Electrical work pre-school	402.00
17/04/2018	Groundsman	weed killer and litter pickers	327.51
17/04/2018	Napier Parking Ltd	Car parking management	232.01
22/04/2018	Anglian Water - Allotments	Water charges - Allotments	181.00
22/04/2018	Anglian Water - Cemetery	Water charges - Cemetery	10.00
22/04/2018	Anglian Water - Rec Gnd	Water charges - Recreation Ground	10.50
22/04/2018	Anglian Water - Toilets	Water charges - Market toilets	85.50
22/04/2018	Anglian Water - The Olney Centre	Water charges - Olney Centre	86.00
23/04/2018	Wave - Car Park	Water - Car Park	115.38
24/04/2018	Total Gas & Power	electricity - Olney Centre	328.53
24/04/2018	Total Gas & Power	electricity - Rec Gnd	257.70
24/04/2018	JRB Enterprise Ltd (Mutts Buts)	Dog waste bags	198.80
24/04/2018	Total Gas & Power	Electricity - Market	106.61
24/04/2018	Total Gas & Power	Electricity - Cemetery	18.93
25/04/2018	JRB Enterprise Ltd (Mutts Buts)	Dog waste bags	100.00
25/04/2018	Robert Marshall	Expenses	19.50
26/04/2018	Salaries	Salary Mth 1	6,982.47
26/04/2018	HMRC PAYE	PAYE Mth 1	2,291.67
26/04/2018	Prudential AVC	AVC contribution	500.00
27/04/2018	Bucks LGPS	LGPS Mth 1	2,109.23
27/04/2018	ESPO Energy	Gas - Olney Centre	535.09
30/04/2018	Adept Telecom	Telephone and broadband	58.13
30/04/2018	Cawleys	Waste collection	192.96
Total for Unity Trust - Current A/C			£ 23,197.45
Unity Trust - Corporate Card			
03/04/2018		Finance Charge	3.00
04/04/2018	Land Registry	Land registry search	6.00
05/04/2018	Orchard Press	Printing	15.00
05/04/2018	Fasthosts Internet Ltd	Council email accounts	5.75
05/04/2018	RingGo	Parking - Site R meeting	4.18
06/04/2018	One Stop Shop	Office supplies	0.89
09/04/2018	Fasthosts Internet Ltd	exchange 2013 account	6.59
10/04/2018	Sandwich Land	buffet lunch - H&S training	28.80

10/04/2018	One Stop Shop	Office supplies	4.89
11/04/2018	Bucks & Milton Keynes ALC	Procurement training - D Eley and J Eley	126.22
11/04/2018	Pitchcare	weedkiller	38.28
19/04/2018	One Stop Shop	Office supplies	0.89
23/04/2018	Alliance Disposables Ltd	Dishwasher detergent	38.69
26/04/2018	SCH Supplies Ltd	Replacement parts turf groomer	58.56
26/04/2018	One Stop Shop	Office supplies	0.89
27/04/2018	Bucks & Milton Keynes ALC	Training D Eley & J Eley	74.12
Total for Unity Trust - Corporate Card			£ 412.75

- Payment to Frontier questioned. Town Clerk to check and circulate details to members.
- Slimline heater replacement in pre-school.

RESOLVED: To note the list of payments.

21. Members Matters

- Cllr Clark questioned the date for the Armed Forces lunch which has changed to a Wed. Ask neighbouring parish councils for contribution towards costs.
JR to discuss with RBL and make decision with office staff as to date.
- Cllr Rodden reported damaged fence at Kitcheners Close
Ask the MPs office to add weight to the request for it to be repaired.
- Cllr Rodden suggested that the community corner at the market would be better relocated the other side of the toilets to increase footfall.
- Cllr Des Eley asked if there had been any response from Bennetts about their shopfront. No response received.
Bollards at Olney Centre to be considered at the OCM Ctte meeting.
- Cllr Harrison reported concerns about the condition of the allotment track. Crouch Builders also use the track. Track to be repaired later in the year with planings.
Cllr Harrison asked who empties the litter bins on the Rec and should we provide more.

22. To consider exclusion of Public and Press Representatives pursuant to the Public Bodies (admission to meetings) Act 1960 on the basis that publicity would be prejudicial to the public interest by the confidential nature of the business to be transacted

RESOLVED: To exclude the Public and Press Representatives pursuant to the Public Bodies (admission to meetings) Act 1960 on the basis that publicity would be prejudicial to the public interest by the confidential nature of the business to be transacted

23. Goosey Islands - Proposal from local residents

Cllr Viney reported on discussions regarding the sale of the Goosey Island land by Mr Chan.

With regards the planning enforcement issue, MKC officers have indicated that they consider that the landowner is now in compliance with the enforcement notice.

RESOLVED:

- To progress the discussions and negotiations and report back to council.
- Ask MKC planning enforcement to a meeting to discuss why they feel that the landowner is in compliance with the order.

24. Update on Football Club situation.

Cllr Evans gave the council a report on the situation with the Football Club and the lease of the clubhouse. Discussion taking place with all interested parties.

Separate questions about the fencing and floodlighting at the Nursery Filed on town council land.

