

Minutes of the meeting of Olney Town Council
Held on Monday 05 November 2018 at 7.30 pm
at The Olney Centre

Present: Jeremy Rawlings, Deirdre Bethune, John Boardman, Stephen Clark, Paul Collins, Desmond Eley, Joanne Eley, Tony Evans, Peter Geary, Graham Harrison, Malcolm Messenger, Dr Sally Pezaro, Colin Rodden, Chris Tennant, Kevin Viney

In attendance: Liam Costello (Town Clerk), Jane Brushwood (Deputy Clerk) and 13 members of the public.

Public Forum:

- Chiv Parslow is a coach driver to Olney Middle School and Ousedale, he requested that the bust stop outside OMS be marked on the road as such to stop parents from parking there, as he often has to drive around until he can get a place to drop off the OMS children. This results in the Ousedale children arriving late for school. The head teacher sends his support for the proposal.
- Gill Simmons is a volunteer with the speedwatch team and very concerned about the speeds recorded. Something is needed to re-enforce the 30mph limit.
- Elaine Herniman spoke for the Allotment Association about replacing the two sheds with one new purpose build portacabin. Solar panels to provide electricity. They asked the council to contribute 50%. They were asked to get further information on planning permission and costs and council would consider their request.

1. Apologies for absence

None.

2. Declarations of interests on items on the agenda

Paul Collins declared a personal interest on item 4 as he has discussed the proposal with the organisers

Dr Sally Pezaro declared a personal interest on item 6 as the current Deputy Mayor

Chris Tennant declared a personal interest on item 23 as his son plays for Olney Town Colts FC

Tony Evans and Deirdre Bethune declared personal interests in item 9 as members of the organising committee

3. To approve the minutes of the meeting held on 01 October 2018

RESOLVED: To approve the minutes of the meeting held on 01 October 2018.

4. Visit Olney Partnership proposal

Sophia Sanger introduced Visit Olney, a website about promoting the local economy, presenting it as a place to visit, and information site for tourists. Sophia requested a formal engagement with the council.

RESOLVED: To support the proposal.

5. Request from Allotment Association for portacabin on the community allotment

Allotment Association are seeking permission to erect a portacabin, and connect water and electricity. Council would need to know the cost before agreeing to contribute. It could be that S106 money would be available. A lease agreement would need to be in place. Council would submit the planning application once the association had all the information.

RESOLVED: To support the proposal in principle, subject to planning permission and legalities regarding disposal of land and lease. The association to submit grant request if they want financial support.

10. Community Speedwatch speed awareness signage

30mph reminder posters and Speedwatch posters were requested as a cost-effective measure as 75% of cars travel over the speed limit. Radar equipment needs to be booked out. Some High Street residents would be prepared to contribute towards permanent equipment. The 30 roundel written on the road is effective. Speed cushions have already been removed from Aspreys as they are noisy. Are Sid's proven to be effective if we were to purchase our own? We are in danger of littering the town with unnecessary signs and equipment. The planned crossing on Aspreys will help.

RESOLVED: Colin Rodden to find the costs from MKC, prepare a proposal on what is required and where so it can be put into the budget.

6. Sponsorship of the Deputy Mayors chain

On behalf of Allen's of Olney, Ashley Pankhurst has offered to sponsor a Deputy Mayor's chain. It was agreed to look at the proposed chain.

RESOLVED: Jeremy Rawlings to reply to Ashley Pankhurst

7. World War One Centenary

a. Beacon Lighting – Event will start with the Last Post by local bugler at 18.55 and the lighting of the beacon at 19.00 and finally a reading of "Tribute to the Millions" by the Mayor. TOG are supplying the lighting and a PA system.

b. Silent Soldier Bench – Stephen Clark proposed a specially commissioned WW1 bench which the public have voiced support for. Deirdre Bethune proposed 2 benches, one either side of the war memorial. Peter Geary pledged £250 each from Ward Councillor's budget to OTC and LPC towards them.

RESOLVED: Stephen Clark to send detail to Town Clerk and to investigate S106 public art grant

8. Armed Forces Day lunch date – Friday 28 June 2019

The date is set so The Carlton House Club can be booked. The invitation list is making progress.

RESOLVED: To approve the date

9. Event – use of Market Place for Pancake Race 4 & 5 March 2019

RESOLVED: To approve the use of Market Place

11. Thames Valley Police – Olney Community Forum

To consider appointing a representative and better promote the events

RESOLVED: Joanne Eley & Graham Harrison to attend the rural event in Lavendon and report back

12. Highways – Inspection of East Street

Peter Geary John Boardman walked East Street looking at roads and pavements and the safety of the narrow road behind the Brewers. This needs to be progressed with MKC. The Development Group identified S106 from Mobbs Close and reviewed some old drawings creating a priority route and a pavement which would slow the traffic there. "20 is plenty" might help. There is a Table Junction at the entrance to Mobbs Close, which under the Section 278 agreement should be completed one year after the end of the project.

Peter Geary will be meeting with MKC officers shortly, and Development Group looking a former Mouchel plans.

RESOLVED: To note the report

13. Proposed speed limit change on Yardley Road

RESOLVED: It was unanimously agrees to support the reduced speed limit on Yardley Road.

14. Local Wildlife Sites – Report of meeting with Bucks LWS staff

Kevin Viney gave a report on the meeting attended with Kevin Viney, Colin Rodden, John Nichols, Ann Murtagh, Fiona Everingham, Julie Lane. They will be putting out an appeal for volunteers, Bucks CC have contributed some safety equipment. They would like an interpretation board cost in the region of £600, to be taken to R&S's. Development Group will lead on a strategy.

RESOLVED: To note the report

15. Overgrown bushes and undergrowth in the road between Olney and Weston Underwood

Needs work by hand now with a view to enable machinery to do it in the future.

RESOLVED: Town Clerk, Tony Evans, Deirdre Bethune to inspect area and put proposal to next Recs and Services meeting.

16. To receive minutes, or reports from chairman, of committees that have met since the last council meeting:

- a. **Planning – 08 October** – noted
- b. **Recs and Services – 08 October** - noted
- c. **Dickens – 15 October** - noted
- d. **HR – 15 October**

- Job Evaluations: committee will present a breakdown of costs to the next council meeting.
 - Caretaker/cleaner: It was proposed to continue with a contractor as opposed to employing someone for the caretaker/cleaner position and go to tender.
 - HR would like to budget to continue with professional advice.
- e. **Finance – 22 October** – would like committee to feed thoughts for next year’s budget to Town Clerk, not to leave it until the last minute.
- f. **Development Group – 29 October** – to note a good meeting, there is lots going on in national and local planning that needs to be reviewed.

RESOLVED: To note the minutes and reports

17. List of outstanding actions

Town Clerk submitted a report and elaborated on the following points:

- Market electrics minor works are still not complete, Town Clerk continues to chase. £5,000 still has not been paid.
- Facilities for teenagers need to be addressed, Johnsons Field zip wire is broken, the hoop is broken and the ramp is covered in graffiti. The skate park needs to be resurrected. Town Clerk to get a schedule of inspections of play areas from MKC.
- Goosey Bridge weight restriction signs are ready.
- CCTV is still causing problems.
- Oakdown Crescent emergency vehicle parking area preferred location has been agreed and applied for.
- The Cattle Market disabled bay application has been declined.
- The East Street yellow line have not used the conservation yellow and the ends are not finished correctly so are not legally enforceable.
- Markings around the market place are scheduled to be repainted.
- Website is nearly finished.
- The tennis track work commenced and discovered a pumped sewer was not as deep as the sign stated, this has resulted in additional costs but will be covered by S106 and tennis club contribution. Town Clerk to contact Anglian Water to discuss their incorrect signage.
- Standing Orders working group have met and a preliminary draft will be presented to council in December.

- The Correspondence Policy is now to be called a Communications Policy.

18. To approve Exclusive Rights of Burial and Memorials

RESOLVED: To approve the Exclusive Rights of Burial and Memorials

19. To receive reports from Representatives to Outside Bodies

- Colin Rodden – FoLiO have the opportunity to win some Co-op money by voting in store.
- Paul Collins – Report on Museum activities
- Joanne Eley – the MK East expansion major implications for traffic in Olney
- Peter Geary – the application to stop the HIF bid needs to be in by 3 December

20. To approve the schedule of payments for October 2018

Date	Name	Memo/Description	Amount
Unity Trust - Current A/C			
01/10/2018	MKC Rates	NNDR - Library	258.00
01/10/2018	Katara Ltd	Quickbooks subscription	30.00
01/10/2018	CF Corporate Financial Limited	Printer lease	101.56
01/10/2018	MKC Rates	NNDR - Cemetery	36.00
01/10/2018	MKC Rates	NNDR - Market Place toilets	102.00
02/10/2018	PHS01	Sanitary services	541.16
08/10/2018	MKC Rates	NNDR - Olney Centre	1,881.11
08/10/2018	ESPO Energy	Gas - Olney Centre	126.50
08/10/2018	Ethos (formerly Walters)	Office printer	138.37
08/10/2018	PKF Littlejohn LLP	Annual External Audit	960.00
08/10/2018	Napier Parking Ltd	Car parking management	220.02
08/10/2018	Marcus Young Landscapes Ltd	dog bin emptying	1,056.00
08/10/2018	Jade Tyres LLP	repair puncture	66.00
08/10/2018	Stuart Thomas Associates	structural design service	270.00
08/10/2018	Broxap Ltd	litter bin	751.14
08/10/2018	ESPO	Stationery	31.08
08/10/2018	Dave Boddy Electrical	Dishwasher electrical fault	96.00
08/10/2018	Chatfield Saw & Cutter Services Ltd	sharpen blade	24.00
08/10/2018	C T Wilson & Son	various	115.94
08/10/2018	ESPO	Replacement microwave	90.00
08/10/2018	R F Webster	Cemetery grounds mtce	640.00
09/10/2018	Hilary Brock Private Hire	Age UK lunch transport	120.00

09/10/2018	PC Painting & Decorating	Painting Room 1 Olney Centre	482.94
11/10/2018	Earth Anchors Ltd	2 x dog bin posts	223.20
11/10/2018	Wards of Olney	Caretaking August, cleaner cover	2,205.00
11/10/2018	ESPO	steam cleaner & thermos	796.80
12/10/2018	WEL Medical Ltd	2 x Defibrillator cabinets	1,199.94
15/10/2018	Coverguard Services	Fire Alarm callout	42.00
15/10/2018	Certas Energy	Diesel fuel	707.31
15/10/2018	Des Eley	Travel expenses	134.60
16/10/2018	Lloyds Bank	Credit Card	106.11
16/10/2018	Buildbase Civils & Lintels	post mix	51.48
16/10/2018	Video Drone Services	Fee for interactive flythrough Olney Centre	20.00
17/10/2018	SA Welding Ltd	repair mower shaft	84.00
17/10/2018	T'Tees Ann Hopkins Smith	Charity Field rent	3,000.00
19/10/2018	MKC	Market Place annual licence	180.00
19/10/2018	Paul Riches Skips Ltd	Skip for allotment waste	349.00
19/10/2018	ESPO	litter picking kits	327.33
22/10/2018	Anglian Water - Rec Gnd	Water charges - Rec Gnd	10.50
22/10/2018	Anglian Water - Allotments	Water charges - Allotments	161.00
22/10/2018	Anglian Water - Toilets	Water charges - Market toilets	54.50
22/10/2018	Anglian Water - Cemetery	Water charges - Cemetery	32.00
22/10/2018	Anglian Water - The Olney Centre	Water charges - Olney Centre	86.00
23/10/2018	Brinnick Locksmiths	toilet handle	18.72
23/10/2018	Robert Marshall	work boots	25.70
23/10/2018	MK Citizens Advice Bureau	C.A.B. Services	2,030.77
23/10/2018	SANGER	web hosting & transfer	130.00
24/10/2018	JRB Enterprise Ltd (Mutts Buts)	dog bags	298.80
24/10/2018	Total Gas & Power	electricity - Olney Centre	256.13
24/10/2018	Total Gas & Power	electricity - Market	41.65
24/10/2018	Total Gas & Power	electricity	46.39
24/10/2018	Total Gas & Power	electricity	16.42
25/10/2018	Salaries	Salary Mth 7	6,689.24
25/10/2018	Prudential AVC	AVC contribution	500.00
25/10/2018	Bucks LGPS	LGPS Mth 7	2,169.00
25/10/2018	HMRC PAYE	PAYE Mth 7	2,286.56
29/10/2018	Allstar	Machinery fuel	59.37
29/10/2018	MKC	HR Support & Investigations	7,200.00
30/10/2018	Greg Hardie Roofing	repair rec toilet roof	120.00
30/10/2018	Coverguard Services	Fire Alarm response 29.10.18	42.00
30/10/2018	Cawleys	Waste collection	171.07
30/10/2018	ESPO Energy	Gas - Olney Centre	149.89
30/10/2018	N Bowdidge	Dispose of container & furniture	105.00
31/10/2018	Adept Telecom	Telephone and broadband	60.95
Total for Unity Trust - Current A/C			40,326.25
Unity Trust - Corporate Card			
02/10/2018		Finance Charge	3.00

05/10/2018	Fasthosts Internet Ltd	Council email accounts	5.75
10/10/2018	MKC	Building control application	300.00
10/10/2018	Sandwich Land	buffet lunch - H&S training	28.80
11/10/2018	One Stop Shop	Office supplies	9.85
11/10/2018	One Stop Shop	Office supplies	12.50
15/10/2018	Alliance Disposables Ltd	dishwasher detergent	63.22
17/10/2018	Bin Liners Direct	bin liners	50.76
17/10/2018	Bucks & Milton Keynes Ass Local Councils	code of conduct D&J Eley	76.64
23/10/2018	Digdat	Anglian Water Plans	26.40
23/10/2018	One Stop Shop	Office supplies	0.85
25/10/2018	Land Registry	Land registry search	6.00
25/10/2018	Land Registry	Land registry search	6.00
31/10/2018	Wordpress	NP website	85.00
Total for Unity Trust - Corporate Card			674.77
TOTAL			41,001.02

RESOLVED: To note the list of payments

21. Members Matters

- Colin Rodden asked for an update on the zebra crossing, Peter Geary will have information for the December meeting.

The circular walk now takes walkers through a field with a "Bull in Field" sign. Town Clerk to write to the landowner.

- Des Eley and Graham Harrison are attending the Oxford-Milton Keynes-Cambridge Expressway on 7 December
- Tony Evans noted a successful market on Sunday with the most stalls and no cars parked overnight.
- It was noted that MKC Code of Conduct training is being held at 6pm on 7 November. Anyone else can attend.

- 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. Update on Football Club situation.**

The council received an update on discussion with football club.

RESOLVED: Note the report.

- 24. To consider any recommendations from HR Ctte regarding Job Evaluations**

RESOLVED: Item deferred

