



GREAT DENHAM PARISH COUNCIL

Minutes of the meeting of Great Denham Parish Council held at 7.30pm on 5th March 2018 in Great Denham Community Hall, 86-88 Saxon Way, Great Denham, MK40 4GP

Present: Parish Councillors

Jim Weir (JW) - Chair; Steve Gallagher (SG); Donna Parsons; Martin Stuart (MS)

Borough Councillor

Apologies received

Parish Clerk

Anna O'Meara (AOM)

Members of Public

8 members of public present

		<u>Action</u>
	The meeting was adjourned for public questions as follows: <u>Appointment of CPM to manage parking at locations on Greenkeepers Road – who was responsible?</u> JW explained that the introduction of private parking enforcement on a number of courtyards along Greenkeepers Road was NOT a Parish Council initiative, but had been introduced by RMG, the management company responsible for those areas. He shared information received from RMG that the decision had been taken following an AGM, that all residents received the minutes from these meetings, and that a Resident Director, elected by residents, is engaged with RMG on this. Residents were encouraged to speak directly to RMG if they have any issues or concerns about this parking enforcement. <u>What is the progress on handover of parts of the development to management companies?</u> MS explained that Phase 3 has now been handed over to Chamonix and an EGM is arranged for 28th May. 6 properties still remain to be sold on Biddenham Vale; the Parish Council has written to Barratts requesting an update and is awaiting a response. The Parish Council has stressed to the developers that residents are keen to see handovers take place as soon as possible. There were no further questions and the meeting was reopened.	
1.	<u>Apologies</u> Apologies were received from Councillor Kaur (PK) and Borough Councillor Smith. Resolved: The apologies were accepted.	
2.	<u>Declarations of interest</u> JW declared a non-pecuniary interest as a trustee of Great Denham Community Hall (GDCH) and a governor of Great Denham Primary School. MS declared a non-pecuniary interest as a trustee of the GDCH. SG declared a non-pecuniary interest as a trustee of the GDCH.	
3.	<u>Minutes of the last meeting -</u> Resolved: The minutes were agreed as an accurate record and signed by JW.	
4.	<u>Safety and Wellbeing</u> (a) Police Liaison/Crime – Feedback from meeting with PCSO and recent spate of burglaries JW met with the PCSO for Great Denham to share a number of complaints received. Although the parking issues in Muirfield were not as significant during the visit the PCSO is now aware and will be monitoring the situation. JW has spoken to the PCSO re the trailers parked along Greenkeepers Road; a number of	

	residents have raised concerns about this parking as it blocks the parking spaces, and also with regard to electric cables running across the pavement into a nearby property. JW has asked the PCSO to confirm the legal status re vehicle tax; awaiting a response. There has also been a recent spate of burglaries and thefts along Cantley Road, which has been brought to PCSO attention. We have been advised that a new PC for Great Denham has been appointed and are waiting to hear more on all these issues raised. Action: Clerk to speak to Borough Council (Highways Dept) re legal status of trailer parking, and to ASB team re trailing electric cables.	Clerk
(b)	<u>Highways BBC/DWH – update on road safety issues at junction Saxon Way/Kingswood Way.</u> Following concerns raised by residents the Parish Council has written to both BBC and DWH requesting installation of signage and repainting of road markings at this junction. DWH have confirmed that they will repaint the white lines – awaiting timings; we have also reiterated need for improved signage at this junction and await response.	
(c)	Parking enforcement – to share proposal and costs. The Parish Council has spoken to BBC re installation of double yellow lines at junctions, and implementation of No Verge parking enforcement on pavements and grass verges. JW shared the plans/schematics for both these schemes and advised costs are estimated at £5500; we have provision for this in 2018/19 budget. It was recognised that further phases will be required as the development progresses, and provision for these will be built into the budget for next 2 financial years (to March 2021). The rationale for supporting the introduction of a Traffic Regulation Order included the fact that parking on a pavement is contrary to the Highway Code; that such parking can obstruct and seriously inconvenience pedestrians, people in wheelchairs or with visual impairment and people with prams or pushchairs; that parking on a pavement can lead to an offence of obstruction (contrary to Section 137 of the Highways Act 1980) and that driving on a pavement (unless to gain access to your own driveway) is a specific offence under Section 72 of the Highways Act 1835. It was agreed that, as a parish Council, we should do all possible to promote pedestrian safety and discourage obstruction. Resolved: agreed to proceed with both plans. Clerk to speak to BBC Highways re timeframes and process and communicate this via Parish Council website. Resolved: provision to be made in budgets for 2019/20 and 2020/21 to implement in all remaining areas of Great Denham	Clerk
(d)	Use of Sainsburys Car Park and Safety issues – for discussion and way forward. JW outlined on-going poor behaviour by users of this car park, including a car hitting a pedestrian in the car park. This land is privately owned so Parish Council is unable to take direct action on this. Parish Council has requested that lines and markings are repainted, and has asked Sainsburys to contact their estates manager to ask for support. Action: JW to re-contact private owner and push for action	JW
5. (a)	<u>Pride in Great Denham</u> Great Denham Litter Pick Due to adverse weather conditions this event has been rescheduled for 25th March, 10-12 meeting at Great Denham Community Hall. There has been a great response from the children of Great Denham Primary School for the “Litter Superheroes” Poster Competition – all posters are currently displayed in the Community Hall. The competition has benefitted the community by raising awareness of good behaviour re non littering amongst the children. Resolved: to award 20 prizes of £5 book tokens (total £100 spend) for best posters as s137 spend. These will be presented to the children at a future school assembly. NOTE: this was increased to 22 prizes (total spend £110) once judging completed. Action: Clerk to also write to developers to ask them to support event through activity of on-	Clerk to arrange purchase

	site teams.	
(b)	Landscaping/Horticulture – update from BBC meeting on Open Space Management (OMS) MS shared an update on an encouraging meeting with Mayor and Chief Exec BBC 19/2, where Parish Council highlighted its concerns re OMS. Response is expected by 9/3 and update will be provided at next Parish Council meeting.	
6.	<u>Local Services</u>	
(a)	Bus Service – provide update on Bus Service 24 peak services A new number 11 peak service to Railway Station will be operated by Grant Palmer from 5 th March, with 3 services in morning and evening. Details are available via Parish Council website. MS also reminded that number 8 service will stop at railway station during bridge repairs.	
(b)	Country Park – provide update on Pavilion and use of sports pitches JW reported that building of Pavilion was progressing – completion still expected in July 2018. Questionnaires re pitch usage have been sent to interested teams and have been returned to Paul Pace BBC. Dialogue re who operates the pavilion and sports pitches will take place in due course when developers are ready to do so.	
(c)	Play Areas – provide update on refurbishment request for Great Portway Playground This item was deferred to next meeting as Mark Smith was not in attendance.	
(d)	Village Medical Centre – provide update on changes to provider and planned focus groups. Letters have been sent to all patients advising that the current provider will remain in situ until March 2019. Patient Focus groups have been arranged for 13 th March in order for Clinical Commissioning Group to take on board patients' views, concerns and feedback in order to inform future service provision. NHS are inviting patients directly. 2 groups will run on 13 th March – 1pm-3pm, 6pm – 8pm.	
(e)	Community Events at Community Hall SG advised that a full programme of events is now scheduled at GDCH, including an Easter event, Arts and Crafts, Great Denham Bake-Off, Summer Festival, Halloween and Winter Wonderland. Action: SG to provide details to Clerk to promote on Parish Council website.	SG/Clerk
7.	<u>Planning/Infrastructure</u> The following planning applications were reviewed and response agreed.	
(a)	(i) 18/00273/FUL – provision of 2 storey extension and single storey rear extension at 6 Little Portway, Great Denham Resolved: no material considerations to object, but comments re amount of development and potential impact on neighbours (ii) 18/00364/DC3 – single classroom extension at Great Denham Primary School Resolved: unanimous support for application.	
(b)	CCTV Installation/Maintenance – to initiate report on CCTV contract renewal/way forward SG outlined some of the issues currently experienced with CCTV, and that contract is due for renewal in July (3 months' notice). A quote has been received to locate recording in GDCH, but it was recognised that this would not solve relay issues. Resolved: SG to present proposal and recommendation at next PC meeting, following further discussion and investigation.	
8.	<u>Clerk's Report/Finance</u>	
(a)	Finance Report & payments – signature of cheques/initial invoices/approve & initial Bacs payments The Finance Report had been circulated and a copy is attached to these minutes. All receipts were available for inspection Resolved: All payments were approved and all Bacs payments approved by two councillors	

	were initialled together with the invoices. Cheque 100416 was signed by JW and MS	
(b)	Review and Agree Standing Orders Amended documents had been circulated for review. Resolved: all proposed amendments agreed. Clerk to issue new updated documents.	
(c)	Annual Audit – Review and Agree Risk Register Resolved: additional amendment to be made, updated document to be brought to next meeting for signature	
(d)	Annual Audit – Agree Internal Audit Effectiveness report and confirm meet criteria Resolved: Report agreed and signed by JW	
(e)	Annual Audit – review Fidelity Guarantee and confirm cover is sufficient. Resolved: Agreed that current cover £150, 000 is sufficient.	
(f)	Renew Resolution to use direct debits, standing orders and BACS for payments Resolved: continued use of these payment methods was agreed.	
9	Correspondence -All correspondence was available at the meeting and a list is attached to these minutes. Resolved: No correspondence required discussion.	
10.	<u>Any other business – for exchange of information only</u> - Clerk advised next Bulky Waste Collection will take place on Sunday 13th May. Information will be published on Parish Council website. - SG noted that BT Cabinet on Greenkeepers Road had still not been repaired. Action: Clerk to check with Openreach on when this can be expected.	Clerk
11.	Date of next meeting – it was agreed that this will be a full Parish Council meeting – Monday 9th April 2018.	
	There was no further business and the meeting closed at 8.40pm.	