



GREAT DENHAM PARISH COUNCIL

Minutes of the meeting of Great Denham Parish Council held at 7.30pm on Monday 2nd December 2019 in Great Denham Community Hall, 86-88 Saxon Way, Great Denham, MK40 4GP

Present:

Parish Councillors: Donna Parsons (DP) - Chair; Michael Cuthbertson (MC); Jo Ruskin (JR); Chris Slinn (CSL); Chris Staite (CST); Louise Evans (LE); Helen Allen – coopted and signed Acceptance of Office at meeting. (HA)

Borough Councillor: Jim Weir (JW)

Parish Clerk: Anna O'Meara (AOM)

Members of the Public: none in attendance

Public Questions

There were no members of the public in attendance

The meeting was re-opened.

1. Apologies

All Councillors were in attendance

2. Declarations of Interest

DP declared a non-pecuniary interest as trustees of Great Denham Community Hall (GDCH).

3. Co-Option

The Council has 2 vacancies outstanding from the Local Elections in May 2019, and 1 as a result of a resignation. A resident has expressed an interest in becoming a Parish Councillor, has met 2 of the Council and is in attendance at the meeting.

MC proposed that Helen Allen be co-opted onto the Council, seconded by JR.

Resolved: All agreed unanimously to co-opt Helen Allen (HA) to the Council. HA signed the Acceptance of Office and joined the meeting.

4. Minutes of the last meeting

Resolved: The minutes of meeting held on 4th November 2019 were agreed as an accurate record and signed by DP.

5. Safety and Security

To approve the upgraded spec and additional costs for the CCTV extension to Playhub (original costs were approved at the June Meeting).

CST reported that the Council has received new costs from ACE Security, due to a change of the camera specification. He has spoken with the CCTV control centre, who are moving to a new system for their CCTV estate; whilst the system would be compatible with the old cameras, the new spec of cameras for the Playhub will give more facilities, including the ability to review and save old footage. The revised costs (£4465 + VAT) is within the budget provision for CCTV.

Resolved: Council agreed to additional charges and new sum of £4465 for this work, following a vote (6 for, 1 abstention).

Signed by Chair Date

4/12/2019 Final

It was noted that, given the change in system at the Control centre, the Council may consider upgrading some of the existing cameras but this would be done on a selective basis.

6. Environment

Home Office consultation of strengthening police powers to tackle traveller invasions – response date 19 February 2019.

NALC have circulated questions from a consultation issued by the Home Office; given the invasions by travellers on the Country Park, the Council would like to consider their response to this.

Action: Clerk to circulate and responses to be taken at January 2020 meeting in time to meet submission date.

7. Traffic and Parking

a) To consider contribution to installation of railings on Kingswood Way (school entrance)

DP provided an update on the meeting which had taken place with Highways, the Parish Council, the Borough Councillor and Great Denham Primary School to discuss the provision of railings outside the Kingswood Way school gate. Highways have made budget provision for this, but there had been an issue regarding emergency access which required the specification to be changed. Highways had confirmed that to provide a sliding, lockable gate in the railings which enabled emergency vehicle access would cost an additional £3k.

Resolved: All agreed to fund the additional costs (£3k) for the sliding gate, as it would improve overall road safety in the area by the light-controlled crossing.

DP also reported on a number of other items discussed at the meeting:

- Provision of CCTV cameras at the school entrance – this would be done by end of financial year
- Installation of 20mph signs at all entrances to Great Denham – this is planned for new financial year
- Provision of pedestrian crossings – a number of locations were discussed, including by the brick walls close to school entrance. This would be reviewed once the impact on the 20mph signage could be measured, although the cost of £30k was noted.

b) To consider purchase and installation of Speed Indicator signs in Great Denham

CST has been researching the purchase of SIDs to tackle the issue of speeding around the village; he provided information from 3 potential suppliers (Morelock, Coeval and Messagemaker) for council to review. Costs of each are broadly similar (c. £2500 per unit), but there are additional costs depending on other options which can be taken, e.g. Bluetooth connectivity, solar panels etc.

Council discussed and agreed that the preference would be for mains-powered cameras (also advised by the Highways Officer), and suitable locations would be on King Alfred Way entrance, Kingswood Way (between roundabout and Retail Centre) and Greenkeepers Road, as these are the main areas where speeding occurs. It was also noted that the 20mph signs at entrances to GD (see 7(a) above) would also impact choice of locations. Permission would need to be obtained from both the Borough Council and the developer to attach and power cameras from streetlights, and there may be additional costs for unmetered power supply to be considered.

Action: Permission to be sought from Borough Council and David Wilson Homes to attach and power SIDS from streetlights at above locations; BBC also to be asked if they will install or recommend an approved installer for this work. CST will follow up

with all suppliers for more details in order to bring a final proposal to Council at a future date.

8. Website Update

MC reported that the domain name and website hosting had been purchased, and the website build and transfer was in hand. The Council had received the maximum discount offered on the website build, however the template provided was quite basic and there would be a lot of work to do to provide the level of information for residents that we have on our current website. This work would be done in next 2 months.

Email addresses (.gov.uk) have all been set up for all councillors and Clerk and are now working. A plan to transition email correspondence and website migration was shared with the Council.

Resolved: it was agreed to use new email addresses for all external communication with the Council from 1 January 2020, and the new website will go live from 1 March 2020.

9. Council Assets

a) To consider the purchase of 2 additional noticeboards (for Pavilion and at Retail Centre)

Clerk has obtained costs to purchase 2 more noticeboards – 1 to be attached to wall of Pavilion building, 1 free standing to be installed at the Retail Centre.

The property manager of the Retail Centre has indicated he will support this installation, and the Borough Council have also indicated support for the Pavilion. Final locations are to be confirmed. Funds for these are in earmarked reserves.

Resolved: It was agreed to go ahead with the purchase of 2 noticeboards at cost of £2152, as proposed. Permissions and arrangements for installation to be made.

b) Parish On-Line software – to update on end of 30 day trial

As reported at last meeting, the 30 day trial was now completed. MC proposed the purchase of this for 1 year.

Resolved: It was agreed to purchase the licence for 1 year at a cost of £75+VAT.

10. Planning

Planning application 19/02503/FUL – Loft conversion with rear dormer and roof lights, 5 Downham Close, Great Denham.

The plans for this had been circulated.

Resolved: No objections to this application were recorded.

11. Borough Councillors Report

JW reported on a number of updates from the Borough Council – a copy of his report is attached with these minutes.

JW also advised that he is attending the Council meeting on 3rd December (to raise issues of road safety in one of his other parishes Turvey).

MC noted that the planning portal on the Borough website is not opening documents properly and asked JW to raise this issue at next Planning committee meeting.

Action: JW to raise website issue of planning pages at next Planning Committee meeting.

12. Budget 2020/21

The latest draft of 2020/21 budget had been circulated, this now includes the items requested at last meeting. We are still awaiting confirmation of the elector numbers and Band D calculation from the Borough (expected in December); once received we will be able

to calculate the impact on precept of this draft budget and whether any adjustments are required.

13. Finance and Clerk's Report

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. It was noted that the CIL monies had been transferred from the current to deposit accounts.

b) Meeting dates for 2020 and date of Annual Parish Meeting

Resolved: all meetings dates agreed for 2020: the Council will continue to meet on the first Monday of each month (excluding August). It was noted that due to the May Bank Holiday being moved to celebrate VE day (8th May), the Annual Meeting of the Parish Council would take place on 4th May 2020.

Annual Parish meeting – the Council discussed holding this on 28th March 2020 and inviting local groups to attend. Opportunities to link this to other activities (e.g. Easter Egg Hunt) and events at the Hall will be considered.

Action: Clerk to speak to Hall re availability and opportunity to link to other events.

14. Correspondence

All correspondence was available at the meeting and a list is attached to these minutes.

Resolved: No correspondence required discussion.

15. Any Other Business (For Exchange of information only – no decisions may be made here).

- Archers Rest café – new owners to attend future meeting
- Great Denham Country Park group – leader will come to Community Garden event on 8th December and attend future meeting to share ideas on Country Park
- Clerk advised that the S137 allowance for 2020/21 will be £8.32 per elector)

16. Date of Next Meeting

Monday 6th January 2020