

**Minutes of an Ordinary Meeting of the
OPERATIONS COMMITTEE
TUESDAY 12th FEBRUARY 2019 at 7.00pm
Room 2, MKSNAP, Bourton Low, Walnut Tree, MK7 7DE**

Present:

Councillors: David Newland (Chair), Amanda Taylor (Vice-Chair), Mario Toto and Brendan Metcalfe.

Officers: Dan Preston (Assistant Council Manager) and Lesley Sung (Council Manager)

Also present: Chris Bradley (Director, Motus Dance)

OC125 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Ian McColl.

OC126 DECLARATIONS OF INTEREST

No interests declared.

OC127 MINUTES

Resolved Unanimously: That the minutes of the meeting held on 8 January 2019 be approved and signed by the Chair as a correct record.

OC128 ASSISTANT COUNCIL MANAGER'S REPORT

The Committee received a report from the Assistant Council Manager on outstanding matters and actions taken since the last meeting of the Operations Committee.

Resolved unanimously: That the Assistant Council Manager's report be accepted.

OC129 YOUTH INVOLVEMENT – MOTUS DANCE

The Committee received details from Chris Bradley, a director of Motus Dance, about the Jump Start: Move event held at the Venue on 2 February 2019. WCC funded Motus to produce a curtain raiser for the event, which featured 10 dance companies from around the south of England and was a regional selection platform for the national event at the South Bank later in the year. The curtain raiser featured 22 students from Walton High School. The funding from Walton Community Council also covered the cost of 40 tickets that were given to Walton High students for the event.

The Committee received details of Motus Dance's plans to set up a dance company based in Walton with a view to securing funding of £1500 from the Council's 2019-2020 Youth Involvement budget. The company would begin working before the Easter 2019 break and would premiere its first performance at the Jump Start event at the Venue in May 2019. Following on from this the company would hold sessions weekly during term time, with a view to creating and maintaining a core group of young, local people who attend regularly and improve their dance and performance skills.

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£500 of the funding from Walton Community Council would go towards reducing the weekly fees for the members of the company to £4.50 a week from £5 and providing 2 free bursary places for Walton residents.

The other £1000 would be used to develop relationships with organisations and young people in the parish, including the workshops to create the piece for Jump Start in May 2019 and 5 1.5-hour workshops in the parish.

The Committee stressed the need for good communication between the Council and Motus regarding publicising the events and the company's activities.

Resolved unanimously: That £1500 from the 2019-2020 Youth Involvement budget be allocated to Motus Dance for the creation of a Walton Youth Dance Company.

OC130 HAVE YOUR SAY MEETINGS

The Committee received a report on the joint local neighbourhood policing team / Walton Community Council 'Have Your Say' meeting which took place on 3 January.

The meeting was attended by Henry Sunderland, Community Warden, 1 PC, 1 PCSO and 7 residents. Topics discussed included the new gym at Browns Wood Sports Ground, drug dealing on Elgar Grove, litter at Britten Grove Tesco, busses being driven on the verges, graffiti and the Browns Wood Neighbourhood Watch scheme.

Resolved unanimously: That the report be accepted.

OC131 COMMUNITY WARDENS' REPORT

The Committee received the Community Wardens report on the work they had undertaken since the last meeting of the Operations Committee.

Resolved unanimously: That the report be accepted.

OC132 STANDING ITEM - ALLOTMENT ADMINISTRATION AND INSPECTION

There was currently a total of 4 vacant plots on the allotment sites. Works were about to start on the new water troughs at Holst Crescent and on the marker posts for all of the sites. Following a leak at the Holst Crescent site the Community Wardens had turned off the water supply to one of the troughs. This would be repaired when the new troughs were fitted.

Resolved Unanimously: That the report be accepted.

OC133 STANDING ITEM - ALLOTMENT ADMINISTRATION AND INSPECTION

The Committee received details of a Section 137 grant for £500 awarded to Duchess Grove Allotment Association at the Regulatory Committee on 15 January 2019. The Committee asked that publicity was given to the planned open days on the WCC website and social media and in the next Walton Matters newsletter.

OC134 STANDING ITEM – BROWNS WOOD SPORTS GROUND - MAINTENANCE

The Committee was updated on the maintenance carried out by Serco (Contractor).

Resolved unanimously: That the report be accepted

OC135 BROWNS WOOD SPORTS GROUND – PAVILION HIRE POLICY

The Committee received and discussed a revised draft hire policy for the Browns Wood Community Pavilion.

Resolved unanimously: That the draft hire policy, as amended, be adopted once the pavilion was in full operation.

OC136 DOG BINS – NEW BINS

The Committee was presented with a map of potential locations for new dog bins.

Ward Councillor Vanessa McPake would be making a contribution of £500 from her Ward Based Budget for the new larger bins purchased to mitigate problems with overuse of current bins. Ward Councillor Victoria Hopkins had agreed to contribute £250 from her Ward Based budget for new bins in Old Farm Park and Browns Wood.

Resolved unanimously:

1. That, subject to permission from the Parks Trust, new bins be purchased in the 2019-2020 financial year and installed at:

- Caldecotte Brook / Boyce Crescent
- Caldecotte Brook / Crown Land
- Caldecotte Brook / Bletcham Way Pond

2. That subject to permission from Milton Keynes Council, following a request from Ward Councillor Jenni Ferrans, a dog bin be installed on Lichfield Down, opposite the entrance to Bergamot Gardens.

OC137 DOG BINS – PUBLICITY

The Committee received a report on potential ways to better publicise the locations of the dog bins in the parish. The committee agreed that more publicity was a good idea.

Resolved unanimously:

1. That the centre of the next copy of Walton Matters newsletter feature a pull out A4 sized map of dog bin locations.
2. That an A3 version of the dog bin locations map be placed in the Council's noticeboards.

OC138 PLAY SESSIONS – EASTER PLAY

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The Committee received a report on the proposed schedule for the Youth Activity sessions in the upcoming Easter Holidays.

Resolved unanimously:

1. That the schedule, as submitted, be agreed.
2. That a phone payment policy and procedure be considered by the Regulatory Committee

OC139 PLAY SESSIONS - MARKETING

The Committee received a report on potential ways to market the summer play sessions to 12-16 year olds in the parish. The setting up of an Instagram account was considered as a means of reaching the target age group.

Resolved unanimously:

1. That the Council works in partnership with local groups such as Pulse Youth and Motus Dance to raise awareness of the summer activities and that social media should be used to promote the activities.

That a Council Instagram account be set up to raise awareness of summer activities and any future activities involving young people.

OC140 ENFORCEMENT TRAINING

The Committee received a report on a Milton Keynes Council initiative to work with Parish and Town Councils on matters relating to enforcement. The Community Wardens would be trained to issue penalty notices for offences such as littering and would also enable a direct reporting route to Milton Keynes Council rather than using the 'report it' feature of the MKC website.

Walton Community Council would not have any powers to prosecute and all administration would be carried out by Milton Keynes Council. Enforcement would be restricted to environmental issues only.

Resolved unanimously: That the Council participates in Milton Keynes Council's initiative to work with Town and Parish Councils on environmental enforcement.

OC141 OPERATIONS COMMITTEE PROJECTS – WALK TO SCHOOL GRAPHICS

The Council Manager reported that the cost of installing the Walk to School Graphics would cost approximately £9,000 and that at least £4,500 would be match funded from Milton Keynes Council's 'Safer Journeys to School' budget. Further funding from other Milton Keynes Council budgets may be available.

Resolved Unanimously: That the report be accepted.

OC142 OPERATIONS COMMITTEE PROJECTS – COMMUNITY TRANSPORT SCHEME



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The Committee received an update on this project. The leaflet had been received from Volunteering Matters and was ready to be printed and sent out to residents.

Resolved Unanimously: That the update be accepted and that the community transport leaflet be distributed with Walton Matters newsletter.

OC143 STANDING ITEM – PARISH GUARDIANS / THE CONSERVATION VOLUNTEERS

The Committee was updated on the activities of the Parish Guardians and The Conservation Volunteers, including the clean-up day on 9 February 2019, where over 30 bags of rubbish were collected.

Resolved Unanimously: That the update be accepted

OC144 RECYCLING SACKS

The Committee received a report on Milton Keynes Council's plans to progress the current scheme for ordering and delivering recycling sacks by setting up a click and collect scheme. The Committee was asked to consider Walton Community Council becoming a designated recycling sack collection point.

Resolved unanimously: That when the current scheme is extended, Walton Community Council to become a designated recycling sack collection point.

OC145 OPERATIONS COMMITTEE BUDGET 2018-2019

The Committee reviewed the 2018-2019 Operations Budget and forecast.

Resolved unanimously: That the 2018-2019 budget be accepted.

The meeting ended at 8:45pm

Accepted as a true and accurate record

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SIGNED

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DATE