

**Minutes of an Ordinary Meeting of the
OPERATIONS COMMITTEE
TUESDAY 12 JANUARY at 7.00pm
Held virtually via Microsoft Teams**

Present:

Councillors: David Newland (Chair), Amanda Taylor (Vice-Chair), Mario Toto, Adam Chapman-Ballard and Tate Chapman-Ballard.

Officers: Lesley Sung (Council Manager) and Lesley Davies (Operations Officer)

Members of the Public: 1

OC048 DECLARATIONS OF INTEREST

Councillor Adam Chapman-Ballard declared an interest in Agenda Item 6 (Allotment Report), as he was an allotment tenant and the Chair of Duchess Grove Allotment Association.

Councillor Tate Chapman-Ballard also declared an interest in Agenda Item 6 (Allotment Report), as he was an allotment tenant and the Treasurer of Duchess Grove Allotment Association.

OC049 MINUTES

Resolved Unanimously: That the minutes of the meeting of the Operations Committee held on 10 November 2020 be approved and signed by the Chair as a correct record.

OC050 OPERATIONS OFFICER'S REPORT

The Committee received a report from the Operations Officer on outstanding matters and actions taken since the last meeting of the Operations Committee. She advised that the installation of the outdoor chess tables and chairs at Caldecotte Lake had been delayed.

The Council Manager advised that discussions with Wavendon Gate School about Walk to School Graphics had been delayed and will be arranged once the schools are back running as normal.

Resolved Unanimously: That the report be accepted.

OC051 COMMUNITY WARDEN'S REPORT

The Committee received a report on the Community Warden's activities during November and December.

Resolved Unanimously: That the report be accepted.

OC052 ALLOTMENT REPORT

The Committee received a report on the four allotment sites within the parish. Additional work is required on hedges and willow trees at Studley Knapp allotment which is not part of the service contract. RTM are preparing a quote for this work,

Resolved Unanimously:

1. That the report be accepted.
2. That the local Police Community Support Officer (PCSO) be requested to carry out random visits at all of the allotment sites to ensure social distancing rules were being observed.
3. That, if agreed by the PCSO, then allotment tenants be made aware that random visits will be taking place.
4. That the quote for additional work at Studley Knapp be considered at the next Operations Committee meeting.

OC053 POSSIBLE INSTALLATION OF A DOG BIN AT WALTON HALL

Ward Councillor Vanessa McPake attended the meeting as she had requested that the Council consider installing a dog bin at the junction of Milton Road and Church Lane in Walton Hall. Councillor McPake offered to cover the cost of purchasing and installing the dog bin (£114 + vat) from her Ward Based Budget. It may be possible that the dog bin could be installed on an existing redway post but if a new post was required, then she reported that she would be willing to meet this additional cost.

The Council would need to maintain and make collections at a cost of £3:10 per week.

Resolved Unanimously: That the cost of the maintenance of the bin would be accepted by Walton Community Council and added to the twice weekly schedule for emptying.

OC054 CAR PARKING AND TRAFFIC MATTERS AT CALDECOTTE – UPDATE

The Committee received an update report regarding the car parking and traffic matters at Caldecotte Lake Business Park. It had been hoped that the opening of the Red Bull car park would alleviate some of the issue in Caldecotte but the cost of £8 seemed to be a prohibitive factor.

The Operations Officer had been in contact with the Caldecotte Business Park, Red Bull Racing and TSYS about the continued parking issues at Caldecotte.

The Council Manager advised that Ward Councillor David Hopkins had made enquiries to Milton Keynes Council Planning Section about the car park charges as he believed that charges had not been mentioned in the planning application and so, there had been an assumption that the car park would be free of charge. As he has written to MKC regarding the Car Park charges and bring the matter back to the next meeting.

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1. That the area be monitored regularly by the Community Warden and Councillors be kept up to date with any changes.
2. That the Committee be informed of Milton Keynes Council response Ward Councillor David Hopkins queries regarding the car park charges at the Red Bull Technologies car park.
3. That the Operations Officer continue dialogue will all parties involved.

OC055 COVID-19 UPDATES – ACTION TAKEN

Following the third national lockdown due to Covid19, and to ensure compliance with government instructions, the Committee was informed that the Multi-Use Games Area (MUGA) and outdoor gym at Browns Wood Sports Ground and the trim trail at Caldecotte had been closed. The children's play area at Browns Wood remained open.

The Committee considered the issues of social distancing on the allotment sites.

Resolved Unanimously: That the action taken to close the Council's facilities, in line with government instructions, be endorsed.

OC056 BROWNS WOOD SPORTS GROUND

The Committee received an update on the maintenance being carried out at Browns Wood Sports Ground.

Resolved Unanimously: That the update be accepted.

OC057 BROWNS WOOD CAR PARK ELECTRIC CAR CHARGING UNITS

The electric car charging units were installed in the car park at Browns Wood Sports Ground on 26 November 2020. The car park closing time had reverted to 21:00hrs so residents could use the car charging units at peak times.

Resolved Unanimously: That the report be accepted.

OC058 DEFIBRILLATOR INSTALLATION AT BROWNS WOOD CAR PARK

The Committee received an update regarding the defibrillator installation. Three companies had been approached to carry out the installation of the defibrillator and all three had declined to quote.

The Operations Officer advised that she would be seeking advice from the defibrillator manufacturer regarding installation requirements at the committee at the next meeting.

Resolved Unanimously: That the Operations Officer continues to investigate the issue of installation and that an update be reported at the next meeting.

OC059 PREVENTATIVE UNAUTHORISED ACCESS MEASURES AT VULNERABLE LOCATIONS AT BROWNS WOOD SPORTS GROUND

The Committee received a report on the measures being investigated to prevent access at vulnerable locations around the Browns Wood Sports Ground. The Sports Ground is at very low risk of unauthorised access, but there are some vulnerable areas located around the car park. Milton Keynes Council's Environmental Crime Unit advised that the car park too is at 'low risk' due to its proximity to the residential area but that unauthorised access could not be ruled out completely. The Committee was asked to consider the installation of a height barrier at the car park entrance and wooden bollards at a cost of £5k.

Resolved Unanimously: That the proposal to install a lockable height restriction barrier be installed at the entrance of the Browns Wood Sports Ground car park and wooden bollards to be placed in strategic locations to prevent access to the car park, at a cost of £5,000 plus VAT, to be funded from Neighbourhood Play Maintenance s.106 monies.

OC060 BROWNS WOOD SPORTS GROUND SECURITY CONTRACT

The current security contract expired on 27 November 2020 and under the adopted Scheme of Delegated Authority, the Council Manager, with the agreement of the Chair and Vice Chair of the Operations Committee had extended the contract by 3 months.

The Committee considered whether to renew the security contract or extend the current contract up to a year, as per the option set out in the current contract.

The Operations Officer reported that All-In-Black, the current security contractors were doing a good job and had been responsive and helpful during recent times when changes to open and closing times of the Council's facilities was required.

Resolved Unanimously: That, as per the option to extend, the Browns Wood security contract be extended for one year, ending on 26 November 2021.

OC061 HINDHEAD KNOLL

The uplighters located at the southside of Hindhead Knoll had been damaged and no longer working. A quote to repair the uplighters with a more efficient circuit system and replace the damaged light had been received at a cost of £1,600 plus VAT.

There was a possibility that the repair could be covered by s.106 monies from the McCarty & Stone development.

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1. That the damaged uplighters on the southside of Hindhead Knoll be re-wired with a more efficient circuit system and that the broken light be replaced.
2. That the Council Manager make enquiries with Milton Keynes Council's s.106 Officer about covering the cost of the repairs through monies that will come available through the McCarthy & Stone retirement development.
3. That if no s.106 monies available to cover the cost of the repair, the Committee recommends to Full Council that the repairs be funded either from an underspend in the budget or from reserves.
4. That the undamaged circuit system on the uplighters located on the northside of Hindhead Knoll is not replaced as they were in good working order.

OC062 DEMAND RESPONSIVE TRANSPORT

Councillor David Newland attended a Milton Keynes Council presentation on 14 October 2020 about proposed changes to bus routes, bus subsidies and the introduction of Demand Responsive Transport.

Councillor Adam Chapman-Ballard had recently written an article for the Council's magazine, Walton Matters that highlighted the main implications for Walton residents and the Operations Committee was asked to form a response to Milton Keynes Council.

Resolved Unanimously: That all comments relating to Demand Responsive Transport be sent to the Council Manager, by the end of the week, for collation and to formulate a Council response.

OC063 CYCLING & WALKING INVESTMENT STRATEGY

In line with the Government's Cycle & Walking Investment Strategy, Milton Keynes Council will be developing a Local Cycling & Infrastructure Plan, which will go out for public consultation in Spring 2021. Prior to its publication all parish and town Councils are invited to comment on any barriers it considers that prevents walking and cycling in their local area. The deadline for comments to Milton Keynes Council was 30 January 2021.

Resolved Unanimously:

1. That all Councillors be requested to investigate any matters that they consider prevents walking and cycling in their own area.
2. That the Community Warden assists with identifying any areas in the parish that would prevent walking and cycling.
3. That Councillor comments be collated and formulated into Council response and submitted to Milton Keynes Council.

OC064 OPERATIONS COMMITTEE WORK PROGRAMME



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The Committee reviewed a summary of items that could be added to the Operations Committee Work Programme and Councillors invited to add their own comments.

Resolved Unanimously: That a further developed Operations Committee Work Programme be received at the next meeting of the Committee.

OC065 OPERATIONS COMMITTEE BUDGET 2020/2021

The Committee reviewed the Operations Committee budget for 2020/2021

Resolved Unanimously: That the Operations Budget for 2020/2021 be accepted.

The meeting ended at 8:50pm

Accepted as a true and accurate record.

Signed:

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CHAIR

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DATE