

**MINUTES OF AN ORDINARY MEETING OF
WALTON COMMUNITY COUNCIL
held on 4 May 2022 at 8pm in
Room 4, MK Snap Building, Bourton Low, Walnut Tree, MK7
7DE**

Present:

Councillors: Adam Chapman-Ballard (Chairman), Jaime Tamagnini (Vice-Chairman), Tate Chapman-Ballard, Joanne Dooley, Rukhsana Malik, David Newland, Amanda Taylor, and Charlie Wood.

Officers: Lesley Sung (Council Manager)

Members of the Public: 1

FC013 WELCOME AND PUBLIC FORUM

The Chairman welcomed everyone to the meeting. There was one member of the public present at the meeting and her comments are attached as an addendum to the minutes.

FC014 APOLOGIES FOR ABSENCE

An apology for absence was received on behalf of Councillor Aamir Bhatti.

Resolved Unanimously: That the apology be accepted.

FC015 MINUTES

Resolved Unanimously: That the minutes of the Ordinary meetings of Full Council held on 2 March 2022 and 6 April 2022 be approved and signed by the Chairman as a correct record.

FC016 URGENT ITEM – PRE-CONSULTATION – PROPOSED INSTALLATION OF A 15M 5G TELECOMMUNICATIONS MAST ON WALTON ROAD, WALNUT TREE

The Chairman advised that a pre-consultation on the proposal to install a 15m 5G telecommunications mast on Walton Road, Walnut Tree had been received a few days ago with a deadline for comment of 2 weeks. This meant that the deadline for comment would have past by the time the pre-consultation could be considered at the next Regulatory Committee. The Chairman requested that this matter is considered as an urgent item and be added to the agenda.

Resolved Unanimously: That this item be added to the agenda as an urgent item and that it be considered following consideration of planning applications.

FC017 DECLARATIONS OF INTEREST

None declared.

FC018 COUNCIL MANAGER'S REPORT

The Council received the Council Manager's report on actions taken since the last meeting. The Manager reported that she would be meeting with Milton Keynes Council and representatives from Heronsbrook Meeting Place to

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discuss the potential transfer of the Community Centre from Milton Keynes Council to Walton Community Council, soon.

Resolved Unanimously: That the Council Manager's report be noted, and actions taken accepted.

FC019 SCHEME OF DELEGATED AUTHORITY – DECISIONS

The Council reviewed the decisions taken under the adopted scheme of delegated authority, during April 2022.

Resolved Unanimously: That the decisions taken under the Scheme of Delegated Authority, during April 2022, be accepted.

FC020 VAT – OPTION TO TAX

The Council received a report from the Parkinson Partnership LLP on VAT advice and the Council's options in respect of taxation and it also received the report of the Responsible Finance Officer on the implications of registering for tax.

The Regulatory Committee had received these reports and recommended that the Council should register for VAT and opt to Tax the Walnut Tree Pavilion and Sports Ground, as recommended in the Parkinson Partnership LLP report.

Resolved Unanimously: That the Council registers for VAT and should opt to tax the Walnut Tree Pavilion and Sports Ground, as per the recommendation of the Parkinson Partnership LLP.

FC021 FINANCE – AUTHORISATION OF PAYMENTS

Resolved Unanimously: That payments presented to the Council be authorised by Councillor Adam Chapman-Ballard (Chairman of the Council) and Councillor Amanda Taylor (Chair of Regulatory Committee).

FC022 COUNCIL BUDGET 2021/2022

The Council received the end of year Council budget 2021/2022 and financial position.

Resolved Unanimously: That the Council accepts the end of year Council budget for 2021/2022 and the financial position as at the beginning of 2022/2023.

FC023 PLANNING APPLICATIONS

The Council considered the following planning applications for comment to Milton Keynes Council:

- (a) **Planning Application 22/01009/DISCON – Site 2 Elmswell Gate, Torgate** – Approval of details required by condition 7 (Finished Floor Level) of permission reference 20/03029/FUL.

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- (b) Planning Application 22/00141/FUL – 7 Seagrave Court, Walton Park, MK7 7HA** – the erection of a part two-storey rear, side and part single storey rear extension and creation of a new front porch

Resolved Unanimously: That the Council has no comments or objections to make to Milton Keynes Council about the above planning applications.

FC024 URGENT ITEM – PRE-CONSULTATION – PROPOSED 15M 5G TELECOMMUNICATIONS MAST ON WALTON ROAD, WALNUT TREE

The Council considered a pre-consultation about a proposal for the installation of a 15m high monopole supporting 6 antennas and 4 equipment cabinets and ancillary development works.

Resolved Unanimously:

1. That the Council responds to Hutchison Network (Trading as ‘Three’) setting out the reasons why the proposed mast should not be sited on Walton Road:
 - The mast could be seen above the treeline
 - Installation of a mast within an estate and residential development would set an unsightly precedent
 - The mast should be sited on either a roundabout or on the edge of the estate on the grid road verge.
 - A mast of this size would have a detrimental impact and was not in-keeping with the character of the area.
2. That the Council expresses its disappointment with ‘Three’ regarding its marketing of the proposed site, which was considered deliberately misleading, showing an area that seem to indicate that the mast would be sited in a large open space, far away from houses.

FC025 DELEGATION OF ITEMS TO COMMITTEES

In accordance with the Council’s Standing Orders, the first ordinary meeting of the Council year should consider the following matters:

- Review of inventory of land and other assets
- Confirmation of arrangements for insurance cover in respect of all insurable risks
- Review of the Council’s policy on handling press, media, social media, and communications
- Review of the Council’s employment policies and procedures

Resolved Unanimously: That the above matters be delegated to the relevant Standing Committees for consideration.

FC026 COUNCIL SUBSCRIPTIONS FOR 2022/2023

The Council reviewed its existing subscriptions and considered subscriptions for 2022/2023.

**MINUTES OF AN ORDINARY MEETING OF
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Resolved Unanimously: That for 2022/2023, the Council subscribes to the following organisations:

Organisation	Cost
National Association of Local Councils (NALC)	£1,133.32
Buckinghamshire Association of Local Councils (BALC)	£656.80
ICO Data Protection	£35.00
Society of Local Council Clerks (SLCC)	£294.00
Buckinghamshire Playing Fields Association	TBC

FC027 COUNCIL'S COMPLAINTS PROCEDURE

The Council reviewed the existing complaints procedure and considered any amendments for 2022/2023.

Resolved Unanimously: That the Council's complaints procedure be agreed and that no amendments be made for 2022/2023.

FC028 FREEDOM OF INFORMATION AND DATA PROTECTION LEGISLATION

The Council reviewed its policies, procedures, and practices in respect of its obligations under Freedom of Information and Data Protection.

Resolved Unanimously:

1. That the policies, procedures, and practices in respect of the Council's obligation under Freedom of Information, be agreed.
2. That the Council's Data Protection Policy and Privacy Policy be considered by the Regulatory Committee.

FC029 PAYROLL – RECOMMENDATIONS FROM HR COMMITTEE

The HR Committee had received a report from the Responsible Finance Officer that the Council's payroll provider had failed to recognise that the parish council was not eligible for the Employers National Insurance Allowance and as such, the Council had been under-paying National Insurance Contributions over some years. As a result the HR Committee made recommendations to Council about a way forward but recognised that the Council was liable for the under-payments.

Resolved:

1. That the under-payment of £19,342.16 be paid to HMRC and that this cost come from the Council's General Reserve.
2. That, if the Council was subject to any penalty payment, then attempts be made to recover the cost from the payroll provider.

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3. That an additional £3,673.54 of National Insurance Contributions, that the Council would have been required to pay to HMRC in 2022/2023, be vired from General Reserves to the Council's salaries budget.
4. That all the Council's rolling contracts be reviewed, at least every five years.

FC030 SELECTION OF AN INDEPENDENT EXAMINER FOR THE COUNCIL'S REFRESHED NEIGHBOURHOOD PLAN

The Council was requested, by Milton Keynes Council, to assist in the selection of an independent examiner of the Council's Neighbourhood Plan.

Resolved Unanimously: That the Council recommends to Milton Keynes Council, the appointment of Jim McGuirk as the independent examiner of the Council's submission version of its Neighbourhood Plan.

FC031 COMMUNITY ASSET TRANSFER – OUTCOMES FROM THE STRATEGIC INITIATIVES WORKING GROUP

The Strategic Initiatives Working Group met on Monday 25 April 2022 to discuss issues relating to the Council's priorities and longer-term planning and financial planning. Jeanette Murphy, Leisure & Community Officer from Milton Keynes Council presented the situation regarding community centres in the parish and the potential for transfer of those facilities to Walton Community Council, particularly Heronsbrook Meeting Place.

Residents would be consulted before any decision was made about any transfer of facilities and recognising its importance, Jeanette Murphy agreed to attend the forthcoming Annual Parish Meeting to raise this matter with residents.

The Strategic Initiatives Working Group made its recommendations to the Council.

Resolved Unanimously:

1. That the potential transfer of community facilities be placed on the Annual Parish Meeting agenda.
2. That Walton Community Council enters initial transfer discussions with both Heronsgate Meeting Place and Britten Grove Management Committees, which would be facilitated by Milton Keynes Council.
3. That dependent on the outcome of initial discussions, the Council to carry out its own condition survey for each facility.

FC032 REPORTS FROM CHAIRS OF COMMITTEES AND WORKING GROUPS

The Vice- Chair of the Community Engagement Committee reported on decisions made and discussions that took place at the last meeting and reported that street food/farmers market events scheduled for this year had to be cancelled. The Community Engagement Officer was in discussion with

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another partner to provide farmers markets in the future. The expectation was that one Farmers Market event could be delivered this year.

The Chair of the HR Committee reported on decisions made and discussions that took place at the last meeting. He reported that the Committee had held an emergency meeting to consider actions to take in respect of National Insurance Contribution under-payments.

The Chair of the Operations Committee reported on decisions made and discussions that took place at the last meeting:

- Following the planting of two black poplar trees at Hindhead Knoll in celebration of the Queen's Platinum Jubilee, a further six trees had been planted at Walnut Tree Pavilion grounds.
- The refurbishment of Walnut Tree Pavilion was progressing, and new doors and shutters had recently been installed.
- The newly installed car park barrier at Walnut Tree Pavilion was now in operation.
- Football Clubs that had expressed an interest in exclusive use of the football pitches at Walnut Tree Sports Ground had been invited to pitch to members of the Committee.
- Parish Guardian events would be organised for an event every 8 weeks.
- Approved the cost of works at Browns Wood Sports Ground in respect of an insurance claim.

The Chair of the Regulatory Committee reported on decisions made and discussions that took place at the last meeting:

- A grant of £2,500 was awarded to MK Rowing Club, subject to the Club being successful in its bid for funding from the Community Foundation.
- The Committee received a presentation from the CCLA and agreed to deposit an amount equivalent to the Council's de-minimis reserve into its deposit account.
- The Committee had received details of s.137 limits.
- Discussed and made recommendations to Operations Committee about the work to be carried out at Browns Wood Sports Ground in respect of an insurance claim.

Resolved Unanimously: That the reports be noted.

FC033 REPORTS FROM COUNCILLORS

- Councillor David Newland reported that the road near Walton High was, at times, difficult to navigate.

**MINUTES OF AN ORDINARY MEETING OF
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- The road closures around the area were having a detrimental impact on our residents. Groveway would be closed for a period of 6 months.
- Councillors had received complaints from residents about the lack of lighting at Walnut Tree local centre.
- Councillor Adam Chapman-Ballard reported that the posts that will host bug boxes had been installed by the Community Warden at Duchess Grove Allotment Site.

Resolved Unanimously: That the reports be noted and that the Council Manager be asked to write to Milton Keynes Council about the disruption of the road closure between the H9 roundabout and the start of Simpson Road.

The meeting ended at 9.25pm

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ADDENDUM TO MINUTES OF 4 MAY 2022

PUBLIC FORUM

Ward Councillor Vanessa McPake was present at the meeting and raised the following issues:

- Residents with disabilities were finding it difficult to manoeuvre around Hartwort Close due to parked cars close to drop kerbs.
- Some issues had been caused by children building dams in Caldecotte Brook.

DRAFT