

Present: Councillor Amanda Taylor (Vice-Chair); Councillors Joanne Dooley and Aamir Bhatti.

Officers: Lesley Davies (Operations Officer)

Councillor attending remotely: 1 (Councillor David Newland)

Officer attending remotely: 1 (Lesley Sung, Council Manager)

OC019 APOLOGIES FOR ABSENCE

An apology for absence was received on behalf of Councillor Adam Chapman-Ballard.

Resolved Unanimously: That the apology be accepted

OC020 CHAIR FOR THE MEETING

In the absence of the Chair, Councillor David Newland, the Vice-Chair, Councillor Amanda Taylor (Vice-Chair) took the Chair for this meeting.

OC021 DECLARATIONS OF INTEREST

None

OC022 MINUTES

Resolved Unanimously: That the minutes of the Ordinary meetings of the Operations Committee held on 4 May and 10 May 2022, be approved, and signed by the Chair as a correct record of the proceedings.

OC023 OPERATIONS OFFICER'S REPORT

The Operations Officer reported that two hybrid bicycles for use by all staff, but mainly by Community Wardens, had now been purchased. The bicycles would be used as a second form of transport for Community Wardens to complete their daily tasks.

The Operations Officer also reported that the Council Manager will be applying to draw down the £3,039.86 s.106 which would be eligible to be spent on allotments close to the McCarthy & Stone development (Jupiter House). In this case, the monies are likely to be spent at Studley Knapp Allotment site.

Resolved Unanimously: That the Operations Officer's report be noted

OC024 COMMUNITY WARDEN'S ACTIVITY REPORT

The Operations Officer reported on a variety of tasks conducted by the two Community Wardens during May 2022.

Resolved Unanimously: That the Committee acknowledged the various tasks completed by the Community Wardens during May 2022.

OC025 ALLOTMENT REPORT

The Operations Officer updated the Committee on the status of the four allotments sites within the Parish. Currently, there were thirty-two residents on the waiting list.

The Operations Officer reported that the 29 bug hotels had been installed by the Community Warden at Duchess Grove allotment site.

Duchess Grove Allotment Association (DGAA) held their committee meeting on 4 June and several points regarding landscaping were raised. The Operations Officer will investigate the issues raised with the landscape contractor and bring back to the next meeting if necessary.

Resolved Unanimously: That the Operations Officer's update be noted.

OC026 BROWNS WOOD SPORTS GROUND

The Operations Officer updated the Committee on the activities and maintenance at the site throughout May. She added that the hiring of the MUGA had continued to be minimal. The free fortnightly gym sessions were ongoing.

The Operations Officer reported that the shrubbery next to the car park had yet to be completed by the Community Wardens.

Resolved Unanimously: That the update on the activities and maintenance of facilities at Browns Wood Sports Ground, be accepted.

OC027 WALNUT TREE PAVILION AND SPORTS GROUND – ACTIVITIES AND MAINTENANCE

The Operations Officer updated the Committee on the activities that had taken place at the Sports Ground and Pavilion during May. The Sports Field was being used every Saturday for Cricket and the Pavilion was being hired for Yoga sessions and YIS (Youth People's Mental Health) session on a weekly basis.

The Operations Officer reported that Saturdays required a member of staff on call during the afternoon/evening to deal with matters relating to the use of the cricket pitch. The minimum requirement was two hours work but the member of staff is on call throughout the day until the match has ended.

The Operations Officer reported the high monthly cost to heat the water for the showers to the committee, adding that the Finance Officer was investigating the option to change supplier.

Resolved Unanimously:

1. That the verbal report on the activities be noted.
2. That the resources being used daily by staff at the pavilion and sports ground be monitored regularly.
3. That regular readings of the electricity meter be carried out and recorded and that usage be monitored regularly.

OC028 WALNUT TREE PAVILION AND SPORTS GROUND – LAWN MOWER PURCHASE

The Operations Officer reported that a petrol lawnmower was required to be used by both wardens for areas in the Parish that were not covered by the landscape contract. Makita UK had offered to loan the Council a new battery-operated lawnmower, to be used on a temporary basis. The wardens would feedback to Makita UK on the effectiveness of the battery-operated lawnmower which was new to their range of available tools.

Resolved Unanimously: That, depending on the effectiveness of the battery-operated lawnmower, the Council purchase a lawnmower, either battery-operated or petrol, up to the value of £400, to come from the Council's equipment budget.

OC029 WALNUT TREE PAVILION PROJECT PLAN

The Operations Officer presented a project plan to the Committee, highlighting priority purchases to come out of the s.106 monies.

Resolved Unanimously: That the updated project plan be accepted.

OC030 MILTON KEYNES COMMUNITY INFRASTRUCTURE FUND (CIF) 2023/2024

The Committee was informed that the deadline date set by Milton Keynes Council for (CIF) submissions for the 2023/2024 was August 2022 and was asked to consider potential public realm projects where the funds could be of most benefit.

The Committee made three suggestions for use of the CIF bid.

1. Provision of seating at Walnut Tree Sports Ground
2. Installation of solar panels at Walnut Tree Pavilion
3. Carry out landscaping work at the Milton Keynes Council owned woodland area by The Tawny Owl Public House in Walnut Tree.

Resolved Unanimously: That the three CIF bid suggestions be costed and brought back to the July meeting for further discussion.

OC031 OPERATIONS COMMITTEE BUDGET

The Committee reviewed the Operations Budget for 2022/2023.

Resolved Unanimously: That the Operations budget for 2022/2023 be accepted.

OC032 CONFIDENTIAL INFORMATION

Resolved Unanimously: That the press and public be excluded from the meeting to consider a confidential item (Walnut Tree Pavilion – Quotes for the Purchase and Installation of CCTV.

OC033 WALNUT TREE PAVILION – QUOTES FOR THE PURCHASE AND INSTALLATION OF CCTV.

The committee considered three quotes from suppliers quoting to provide a CCTV system. The system to be comprised of 4 x 8MP IP cameras.

Resolved Unanimously: That the contract be awarded to Professional Aerials Ltd, who will install a 4 x 8MP IP CCTV system with IR night vision.

The meeting ended at 8:40pm

Signed as a true and correct record:

.....
Chairman

.....
Date: