

# Shenley Church End Parish Council Meeting Minutes

13 December 2021 @ 7:30pm

Councillors in Attendance: Ken Brewis Pam Loose  
David Tunney Ian Pearce  
Shaffiq Bostan Christina Johnson  
Ekkehard Thumm Bethan Norfor  
Shikha Puri Steve Weller

Also in Attendance: Jane Munn

**21134 To consider apologies**

Apologies were received and accepted from Councillor D'Souza

**21135 To accept the minutes from the last meeting**

The minutes from 8 November were approved as an accurate record and will be signed as soon as possible.

**21136 Declarations of interest in items on the agenda**

There were no declarations of interest

**21137 To accept comments and questions from members of the public (15 minutes)**

There were no members of the public present

**21138 To note the Policing update**

The update had been circulated prior to the meeting and was noted. There were no specific areas of concern that required addressing further.

**21139 To receive Ward Councillor reports**

No reports were received, and no Ward Councillors were present.

**21140 Update from external meetings**

Councillor Tunney had provided an overview of the Parishes Forum meeting prior to the meeting which had been circulated. It was noted that there are at present 35 police officers undergoing training for placement within the TVP area.

Councillor Pearce provided an update on the Creating Dementia Friendly Communities workshop. 8 parish councils attended and have been asked to nominate an individual to drive the initiative forward and help with raising awareness. Councillor Pearce is happy to take on that role. Further information from the workshop will be circulated after this meeting.

Councillor Tunney confirmed that the charity that runs Shenley Wood Retirement Village and Lovat Fields have a number of initiatives to work with those experiencing dementia.

Signed: \_\_\_\_\_

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## 21141 To consider the proposal to change the date of the January 2022 meeting

It was agreed in November to hold a finance meeting prior to the full council meeting to enable the budget information to be fully considered. In view of the Christmas break it was proposed and agreed to hold the January PC meeting 1 week later on the 3<sup>rd</sup> Monday of the month

### Actions:

It was **Resolved** to hold the January full council meeting on Monday 17<sup>th</sup> January 2022.

## 21142 To consider reports and recommendations

The reports had been circulated prior to the meeting and had been noted.

The work required at Oxley Park Community Centre and Medbourne Pavilion to repair the boiler and heating has been confirmed and details circulated. Following discussion, it was agreed that the additional work suggested at Oxley Park should be looked into subject to cost.

### Actions:

It was **Resolved** to book in the work to repair the boilers at Oxley Park and consider the additional work subject to a maximum additional cost of £800.00

## 21143 Planning

**21/03501** 2 Hedges Court First floor extension over garage, single storey side extension, single storey rear extension with bifold doors. Rear balcony, new front & rear gables, removal of chimney, new roof lights, new windows to front & side elevations, new porch with pitched roof.

Whilst considered a large proposal there were no objections

**21/003135** 27 Otterburn Crescent Proposed loft conversion with box dormer to rear  
No objections to the application

**21/03451** 51 Benbow Court TPO consent to remove up to 2m all round oak tree to remove weight from crown

There were no objections to the proposal if this work is necessary

**21/03382** 16 Beaumaris Grove Removal of existing lean to & erection of single storey rear extension

There were no objections to the proposal

**21/02525** 33 Gainsborough Close To change application description to confirm the use of the garage conversion and extension as an annexe.

Previous comments submitted confirmed that the proposal should remain as ancillary accommodation for the property. This view has not altered, and should the extension be used as an annexe, a condition of the consent should be for it to remain as ancillary accommodation and not let separately.

It was noted that 2 additional applications had been received and comments should be forwarded by next Tuesday to ensure these could be submitted in the timescale.

### Actions:

It was **Resolved** to respond to the applications as agreed.

Signed: \_\_\_\_\_

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## 21144 Financial matters

The payments authorised to date are:

Brooknight	Lockups Medbourne & Oxley	£744.06
Oakley	Windows Cartshed	£30.00
MK CAB	Q3 counselling	£800.00
SGS	Grounds November	£1,152.00
Qtac	Payroll November	£31.75
Black & White	Emergency light & fire alarm service all sites	£828.00
Krystal Hygiene	Cleaning supplies all sites	£188.22
Amazon	Hammerite, candles, wall planner	£139.44
Expert Security	Annual CCTV contract Medbourne & maintenance Oxley	£282.00
Oxley Park Academy	Electricity Oct & water 07/20-07/21 Oxley	£1,161.30
Neal Landscapes	Oxley & Cartshed	£216.00
ProKleen	Cleaning all sites	£2,441.59
Warners	Bins November	£1,092.00
Vac Docs	Scrubber Dryer repairs	£78.00
Kent Electrical	Oxley - LED replacement, live wire, emergency light repair	£722.40
Pericom	November Support	£434.98
Aylesbury Mains	OPCC car park lights	£161.52
Bespoke Media	Autumn newsletter print	£1,636.00
Access Solutions	Shutter service Medbourne	£252.00
CME	Heating repairs Oxley	£1,267.20
Bradley Environmental	Crownhill legionella test	£706.80
Meet & greet	Medbourne & Oxley November	£160.00
Payroll	December	£8,265.60
Pension	December	£3,227.41
HMRC	December	£2,226.86
YiS	Counselling service 21 - 22	£3,420.00

**21144-1** It was noted that the external audit had reported an error in the completion of the exercise of public rights notice. Due to this the council must report No to assertion 4 of the Annual Governance Statement for 2021/22.

**21132-2** The internal audit report had been circulated and the comments to the points highlighted agreed.

### **Actions:**

It was **Resolved** to note the comments from the external auditor

It was **Resolved** to agree to the changes in minuting of successful grant applications

It was **Resolved** to agree to investigate the cost associated with increasing the fidelity insurance and discuss the options at a future meeting.

Signed: \_\_\_\_\_

# Shenley Church End Parish Council Meeting Minutes

Signed: ..... Chair

Signed: ..... Clerk

Date: .....

DRAFT

Signed: \_\_\_\_\_