

BOW BRICKHILL PARISH COUNCIL

Minutes of the Extra Ordinary meeting held on Thursday, 31st May 2018

Present: Cllr O'Rourke (Chair); Cllr S Milford; Cllr J Price

In attendance: Mrs T Taylor (Clerk)

Public: None in attendance

The meeting commenced at 6.45pm

1.0	<u>To Receive Apologies for Absence</u> Cllr R Jones (work commitments); Cllr D Hopkins (holiday)	
2.0	<u>Declarations of Interest in Items on the Agenda</u> None	
3.0	<u>Public Session</u> None	
4.0 4.1 Agreed:	<u>Annual Governance Statement</u> The Clerk read out the annual Governance Statement. All agreed that the annual Governance Statement be approved. The Statement was signed by the Chair and the Clerk. All agreed.	
5.0 5.1 Agreed:	<u>Accounting Statements for year-end 31st March 2018</u> It was agreed by all that the annual accounts and bank reconciliation as presented were a true reflection of the Parish Council's financial position and there were no matters outstanding. The Annual Return was signed by the Chair & Clerk. The Clerk commented that the external auditors for this year would be PKF Littlejohn and that the Annual Return was to be returned by the deadline date of 11 th June. All agreed that the accounting statements in the Annual Return be approved.	
6.0 6.1 Agreed 6.2 Agreed 6.3 Agreed	<u>Playing Fields & S106 Funding</u> The Chair commented that the Parish Council needed to find ways of using remaining S106 funding or risk losing it. <u>Playing Field</u> - The Chair commented that £27k in the budget would be insufficient to adequately resolve the playing field drainage problems but, as previously discussed and agreed, it would be wise to commission a survey in order to ascertain the true extent of the problem. The Parish Council needs to get quotes for shifting one set of goal posts and capping these off. The Clerk to obtain a quote for the shifting of the Goal posts. The Clerk to obtain a quote for a drainage survey. Cllr O'Rourke to talk to ASTRA about BBPC continuing to hold the S106 monies allocated to the Church Hall demolition and Community Hall rebuild, holding Cllr O'Rourke to find out from Janie Burns the deadline dates for the expenditure and final accounting for the S106 funding. <u>Red House Surgery</u> An update is required from Paul Van Geete on the reallocation of S106 funding from the Red House Surgery to a more suitable practice that treats the majority of village residents. Cllr O'Rourke to chase Paul Van Geete for an update on the Red House surgery. <u>Public Art</u> An allocation of S106 funding remains for the provision of public art in the village. Art rental was a consideration, but was dismissed because insurance premiums were	Clerk Clerk BOR BOR BOR BOR Clerk

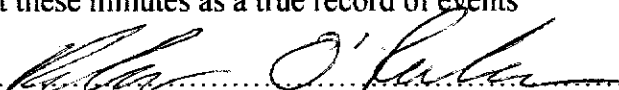
I accept these minutes as a true record of events

Signed.....*Cllr O'Rourke*.....

Date...*14/6/18*...

6.4	<p>prohibitively high. All ideas and contributions from village residents would be welcomed. The Clerk to speak to Sue Malleson to recommend a local artist.</p>	
Agreed	<p><u>District Parks</u></p>	BOR
6.5	<p>Phil Snell had investigated the land at the top of Parkway and drawn up a plan of improvements. The improvement of parking facilities was discussed. However, Cllr Milford commented that this idea had been discussed previously and MKC had asked the Parish Council to contribute £50k towards the project. Cllr O'Rourke to contact Phil Snell to discuss his ideas for improvements to the land off Parkway</p>	
Agreed	<p><u>Guttering</u> The guttering at the Pavilion needed cleaning and repairing as the gutters were leaking and were blocked with moss and bunting. Quotes had been obtained for the repairs to the gutters which proved costly. It was agreed that the Caretaker be approached to make clearance and initial repairs. The Clerk to approach the Caretaker to make repairs to guttering.</p>	Clerk
7.0	<p><u>Family Fun Day – Saturday, 14th July</u></p>	
7.1	<p>The timing of the event has been agreed as 12-5pm. Jodie Deighton, General Manager of the Wheatsheaf had agreed to provide a hog roast and, in conjunction with Ryan Horne of Hornes Brewery, a beer tent. It was requested that the cost of food and drink be kept low enough to be affordable for visiting families.</p> <p>Publicity package – MKC's 'Get Sorted MK' team would provide a gazebo, superhero costume, fridge magnets and accessories to hand out on the day. These items would be dropped off a week prior to the event. The Parish Council needs to consider where these items would be stored as the Pavilion would be used during the day by Little Stars.</p> <p>Resident, Dan Coops, had offered to supply a Bouncy Castle and agreed to organise the MKFM bus to attend. The Clerk to contact Dan to ask what music the MKFM bus will play – if they are to stream live radio or will there be a compere? If there is to be a compere, then a music licence will be required.</p>	
Agreed	<p>Cllr Milford to check if a PRS licence is covered by MKFM licence or whether an extra PRS licence is required. Cllr Milford to notify Clerk if extra licence required. The Clerk to check with Dan if he has a public liability licence. Clerk to apply to MKC Licensing for a Temporary Entertainment Notice.</p>	SM Clerk Clerk
Agreed	<p>The Clerk is to contact the school, Little Stars and other village groups (such as youth club, ASTRA, Brownies, WI etc) advising of the event and asking if they would like to have any involvement in the day to generate profits for their group. Ideas such as running a stall, tombola, sponsored car wash etc. An appeal will also be made for clean recyclable objects, like fizzy water bottles, loo roll cores etc. that children can use to make models, shakers and other craft items. A decision needs to be made as to a collection point and storage for the recyclable items prior to the event. The Clerk to contact local groups asking if they wish to have involvement in the day and appeal for recyclable items.</p>	Clerk
Agreed	<p>Cllr O'Rourke to approach R Gurnett regarding the design and printing of banners and posters. The event is to be advertised in Hogsty End Magazine, the Bow Brickhill village newsletter, on social media and through local parish clerks. Cllr O'Rourke to liaise with R Gurnett for the production of promotional material.</p>	BOR
Agreed	<p>Retailers are to be contacted for asking for donations of craft materials. A prize for the Fancy Dress competition also needs to be found.</p>	

I accept these minutes as a true record of events

Signed 

Date 14/6/18

	The Clerk to contact local retailers requesting donations. All to think about local sponsors/businesses and whether extra equipment is required. All to appeal for volunteers and stewards.	Clerk All
8.0 Agreed:	<u>To decide date of the next meeting</u> The next scheduled Parish Council Meeting is to be held on Thursday, 14 June 2018 at 7.30pm. All Agreed	
	<u>The Meeting Closed at 7.25pm</u>	

I accept these minutes as a true record of events

Signed *Robert O'Keefe*

Date *14/6/18*