19 July 2019

**Minutes** of the **Main Meeting** held on

**Wednesday** **17 July 2019**

At Stantonbury Parish Office, 126 Kingsfold, Bradville,

For the purpose of transacting the business as set out below.

**MINUTES**

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|  | **Chairman’s Welcome and Introduction to meeting.**  Chairman welcomed all to the meeting and noted that there were, at this point, no attending residents or other parties. |  |
| 68/19 | **Present:**  Cllr G Davison – Chairman  Cllr L Morgan – Vice-Chairman  Cllr A Anwar  Cllr S Kennedy  Cllr P Kirkham  Cllr M Millen  Cllr B Wright – **Acceptance of late arrival (8.00 pm). Agreed by 7 votes for. Please see item 69/19 for full explanation read out to the Parish Council by the Chairman.**  Cllr D Wright  Mr R Fairclough – RFO  Mrs K Fane – Senior Administrator – Minute-Taker |  |
| 69/19 | **Apologies for Absence:**  Cllr S Agintas **– Accepted by 7 votes for**  **Cllr C Northwood – Accepted by 7 votes for Cllr B Wright – Cllr B Wright made the request of the Chairman (via email) for her late arrival to be read to Parish Council. Cllr B Wright’s explanation is as follows. "I am attending MKC Full Council meeting as a resident of Stantonbury Parish Council (not as a rep for SPC ) to ask a question with regard to Section 106 Contribution for Public Art from the Village Hotel application".**  **Cllr B Wright’s reason for late arrival was accepted by 7 votes for.** |  |
| 70/19 | **Public Forum for members of the public to speak:**  None. |  |
| 71/19 | **Presentations:** None. |  |
| 72/19 | **Declarations of Interest:**  None. |  |
| 73/19  a)  b)  c)  d) | **Chairman’s Remarks:**  Bradville Walkabout Email (LB) – **Chairman read details of email provided by representative of MKC. He asked all the Cllrs present who would be able to attend. Cllr D Wright confirmed his attendance. Cllrs A Anwar and P Kirkham will have to check their diaries and will respond directly.**  Campbell Park Wharf trip boat meeting email – **Chairman read email to Parish Council detailing their invitation to the Parish Councillors to attend a meeting on 22 July 2019 and to ask who is available to attend. Cllr S Kennedy confirmed she would like to go. Email to be sent to all Parish Councillors to respond directly.**  MK Forum Email – **Chairman updated the Parish Council with regards to the passing of long-time former Forum member Mike O’Sullivan. The request was made for the office to send condolences on the Parish Council’s behalf.**  Future Payroll Offer Email (ME) – **Chairman updated the Parish Council to say an offer had been made to help out with future legal and statutory requirements in connection to our Payroll. The email offers to help the Parish Council for a retainer fee of £50.00 per month. The Chairman invited the RFO to give more details and, following a further discussion, it was decided that the offer would not be taken up. The RFO to write response on the behalf of the Parish Council.** | **Cllr D Wright**  **Cllr A Anwar**  **Cllr P Kirkham**  **All Cllrs to have email and respond directly.**  **Office to send condolences.**  **RFO to respond.** |
| 74/19 | **Reports:**  -Parish Ranger’s Report – **Noted.**  -Environmental Officer’s Report – **Noted**. |  |
| 75/19 | **Minutes:**  To approve and sign the Minutes of the Main Meeting held on **3 July** **2019. 2 separate draft sets of minutes were produced for consideration at the meeting. Versions 1 & 2. A full and frank discussion was held as to the content of the minutes with regard to item 67/19 (b) and the correct procedure to follow if an interest is declared.**  **In conclusion, the Chairman asked for the Parish Council to vote which was 1 vote against, 6 votes for to accept version 2 with changes agreed.** |  |
| 76/19  a)  b)  c)  d)  e)  f) | **Finance**  **Cllr B Wright arrived at the meeting at this point - 8.00 pm.**  Financial Report to be approved and signed. **There was one query presented regarding an item that did not appear to be on the list. The RFO explained where to find it and the Parish Council were happy for the list to be agreed and signed off. Agreed by 8 votes for.**  Payments list – to be approved and signed**. Agreed by 8 votes for.**  Overtime – to be approved and signed**. There was a query on the amount which Cllr Millen was able to resolve. The Parish Council agreed to sign off. Agreed by 7 votes for.**  Fuelgenie – to approve the use of a Fuelgenie card for purchase of fuel for the Parish Council van. **Agreed by 8 votes for.**  Santander – to approve and sign mandate for new current and savings accounts. **Deferred until next Main Meeting 07.08.19 for the RFO to provide the documentation.**  Debit card – to retrospectively approve request for debit card for Proper Officer. **Agreed by 8 votes for**. | **RFO**  **RFO**  **RFO**  **RFO**  **RFO**  **RFO** |
| 77/19 | **Grants – Budget for 2019/2020-Curent Level-£10,221.67**  The Chairman asked the RFO to update the Parish Council on the current status of all grants received which he carried out. Cllr L Morgan added by letting the Parish Council know the grants procedure had been recently reviewed and, once documented would be issued to all staff and Parish Councillors for their information. The RFO is to provide a summary of the Grants prior to the meeting for the Parish Councillors to review. | **RFO** |
| 78/19  a)  b) | **Planning**  **Application No: 19/01366/FUL**  **Address**: 4 Stanton Avenue  Bradville  MK13 7AP  **Proposal:** Double storey side extension **SPC Meeting Outcome:** Accepted by full Parish Council with no objections. **Agreed by 8 votes for.**  **Application No: 19/01663/FUL**  **Address:** Land at Brecklands Business Park  Breckland  Linford Wood  **Proposal:** Creation of new car park for 60 car parking spaces, realignment of footpath and associated landscaping.  SPC Meeting Outcome: Following a short discussion this was accepted by the Parish Council majority. **Agreed by 7 votes for, 1 objection.** | **Office**  **Office** |
| 79/19 | **Licensing**  None. |  |
| 80/19  a)  b) | **Reception Security within the Parish Office**  Parish Council to discuss choices for recording sound within the reception area. **The Chairman discussed the quote received for sound to be added to our current CCTV camera at a cost of £160 plus VAT. A Short discussion followed regarding other options. The Parish Council decide to agree to the quotation to add a microphone unit is to be fitted in the Reception area adjacent the counter and connected in to the existing CCTV DVR. Agreed by 8 votes for.**  Parish Council to discuss choices for gaining access into the office area from reception. **The Chairman discussed the second part of the quotation which involved changes in access control at a cost of £847 + VAT. At this point other options were discussed.**  **Cllr B Wright asked for clarification on how soon the office refurbishment would happen to which the Chairman confirmed it was not close. Cllr B Wright made the proposal to investigate adding a stud wall to the office. This was seconded by Cllr S Kennedy. It was agreed by 8 votes for to investigate the possibility once further enquiries had been made as the feasibility and the costings involved.** | **Office**  **Office**  **GAD to provide a sketch.** |
| 81/19 | **Get Sorted MK Recycle and Reward Update**  Parish Council to discuss and agree on what to spend the bonus payment of £230.00, awarded by Milton Keynes Council in recognition of SPC achieving target set. **The Chairman read out the reward recognition email to the Parish Council at which point a full discussion took place at which several alternative options were presented by the Parish Councillors. It was agreed that the Parish Guardians should be asked for suggestions on what items they might like. Suggestions to be prepared in readiness for next Main Meeting of 07.08.2019.** | **Office to ask Parish Rangers for suggestions for MM 7.08.19.** |
| 82/19 | **Wylie Drop In New Line Approval**  Parish Council to approve the installation of a new line including a one-off setup charge and the ongoing annual fee amounting to £334.80**. Following a short discussion, it was agreed to defer until the RFO has provided further details.** | **RFO** |
| 83/19 | **Parking Proposals and Associated Costings**  Parish Council to discuss and agree what parking proposals they wish to adopt and their associated costings. **The Chairman updated the Parish Council on the Parking Proposals booklet and how he is eager to move things on. He further clarified, at this point, no work had been authorised as costings were still being obtained to give the Parish Council a full understanding of the costings involved in each proposal.**  **A discussion followed which coincidentally focused on Proposal 6. Cllr B Wright confirmed Bradville Hall Community Centre had received a bill for work that had been done to the car park. She further confirmed this had not been authorized by the Community Centre and that they were looking into it. Chairman Davison requested that the item be deferred until further information had been received. Deferred until next Main Meeting.** | **RFO/GAD**  **MM 07.08.19** |
| 84/19 | **Milton Keynes Council Environmental Crime**  Chairman to give Parish Council an update following his meeting held on 10.07.2019. **The Chairman began by informing the Parish Council he had a meeting with representatives of Milton Keynes Council. He added that some areas of Stantonbury Parish were on their fly-tipping target list. He had further added our 2 Parish Rangers were also involved with supplying them with information to aide in this issue.**  **Chairman Davison also added there was a discussion regarding the changes to dog fouling. Cllr B Wright confirmed that a consultation (The Public Spaces Protection Order) was being reviewed and fines for those prosecuted were looking to be increased. A link to this consultation is to be forwarded to all the Parish Councillors for their input.** | **P/Ranger**  **All Cllrs/Office** |
| 85/19 | **Communication from Residents**  To review and discuss all communication from residents. (Excluding comments related to the Neighborhood Plan which are dealt with under their own process).  **None.** |  |
|  | **Vote to Agree to hold a confidential Part 2 of the meeting at which press and the public will be excluded under the Public Bodies (Administration to Meetings) Act 1960 section (2).**  Agreed to hold a confidential Part 2 of the meeting by 8 votes for.  At this point Mr R Fairclough was invited to stay for Part 2 by Chairman Davison.  Part 1 of the meeting closed at 8.44 pm. At this point, Mrs K Fane left the room. |  |
| a) | **Confidential**  Consideration of matters related to the following confidential matters: -  **Staff Responsibilities.**  **Notes taken during confidential part 2 were logged in the confidential book and locked away after it finished at 9.20 pm.** |  |
|  | **Public Parish Council Meetings**  **August Meetings**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | Date | Meeting | Councillors present | Time | Location | | Wed 7 | Main | All Parish Councillors | 7.30 pm | Parish Office | | Thur 15 | Newsletter | All Parish Councillors | 10.30 am | Parish Office | |  |