22 February 2019

Minutes of the Management Committee Meeting

Held at **7.00 pm** on **Wednesday 13th February 2019**

At Stantonbury Parish Council Office, 126 Kingsfold, Bradville

**Committee Members:**

This is a committee of the Full Parish Council

**MINUTES**

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|  | **15-minute session for members of the public to speak**.  Chairman Wright invited the resident from Stantonbury to speak. The resident spoke about the local community, how although Milton Keynes Council have an Enforcement Officer, it might be an idea for the Parish Council consider employing an Enforcement Officer of their own. He then read a document of a particular person the Parish Council might wish to consider.  Discussion followed with several Councillors on the benefits of an Enforcement Officer and how it might work. Resident continued by giving figures of complaints forwarded to the Parish. The Parish Ranger was invited to respond which he did.  Chairman Wright requested that this be considered further at the next Main Meeting on 06.03.19.  Resident left at 7.15 pm.  Representative of YiS (Youth Counselling Service) was asked to speak by the Chairman. For full details-see item M/85/18. | **Item MM 6.3.19** |
|  | **Present:**  Cllr D Wright-Chairman  Cllr G Davison  Cllr M Farmer  Cllr S Kennedy  Cllr P Kirkham  Cllr M Millen  Cllr G Parker  Office Manager-Helen Sharp-Minute Taker  Parish Ranger-Lee Shuttlewood  Representative of YiS Youth Counselling Service  Resident of Stantonbury |  |
| M/78/18 | **Apologies:**  Cllr S Agintas  Cllr L Morgan |  |
| M/79/18 | **Declarations of Interest:**  None. |  |
| M/80/18 | **Minutes:** To agree and sign the Minutes of the Management Committee Meeting held on **Wednesday 12 December 2018**. **Agreed by 7 votes for.** |  |
| M/81/18 | **Office Manager Update**  Office Manager to give a verbal update to the Management Committee. **Office Manager gave the Parish Council a verbal update of what the Administrator areas of responsibility, and confirmed that an Email would be issued to all Cllrs.** | **OM-Email to All Clls** |
| M/82/18 | **Responsible Financial Officer Update**  RFO to give a written update to the Management Committee. **The Chairman read out the written update to the Parish Council on behalf of the RFO as he were not able to attend.** |  |
| M/83/18 | **Working Groups Update**  Working Group leaders to give verbal updates on the current status of the document reviews. **Cllr Millen gave a verbal update as leader of Working Group 1. Cllr Millen also agreed with Cllr Agintas to give Working Group 2’s update on her behalf as she was not able to attend.** |  |
| M/84/18 | **Thames Valley Police Monthly Drop-In**  Management Committee to discuss the offer from TVP to set up a monthly, 2-hour drop in session at the Parish Office at no cost to the Parish. **Discussion took place on whether to hold a drop-in session with a member of Thames Valley Police in attendance. The PR added that he knew of one taking place at the McDonalds in Wolverton. Cllr Millen suggested the Wylie Drop-In Centre be considered as an option as this would be more private. Agreed by 7 votes for to look into venue options – either the Parish Office of the Wylie Drop-in.** | **OM to look into best venue option and arrange.** |
| M/85/18 | **YiS Youth Counselling Service**  Management Committee to discuss whether they wish to set up ‘appointment only’ counselling sessions at the Parish Office (after 4pm). The RFO has advised the costs will be approximately £5,700.00 per annum.  **Representative of YiS was asked by the Chairman to make a presentation regarding the services provided by the Youth Counselling Service YiS which took place at the start of the meeting. The representative gave a detailed speech and handed round a leaflet. Some Parish Councillors asked questions which the representative was able to respond to.**   * **Most sessions are held between 4pm and 7pm** * **38 weeks (not school holidays)** * **No payment needed from clients-may change in future.** * **Many other local places already signed up.** * **Online Form or telephone to contact.**   **Chairman thanked representative and said would be in touch.**  **Representative left meeting at 7.32pm** | **Office/RFO to obtain link to YiS**  **MM 06.03.19** |
| M/86/18 | **Chipper**  Management Committee to discuss whether to hire or buy a chipper for use of the Parish Ranger. **Chairman invited PR to be included in following discussion. Parish Councillors explored pros and cons of hiring against buying. Following discussion, it was agreed to buy at no more than the amounts agreed in the budget. Agreed by 7 votes for.** | **Office/PR to arrange to buy once storage arranged.** |
| M/87/18 | **Garage update**  Full Council Chairman or Management Committee Chairman to update committee on the latest plans for the garage at the Wylie Drop-In. **Cllr Davison advised Parish Council planning permission will have to be applied for. Bricklayers and roofers will be required. He also confirmed he had produced sketches. Using blocks, the cost to the Parish Council would be approximately £3,000.00. PR to produce external measurements. Cllr Davison to continue enquiries into base.** | **PR/MM/GAD** |
| M/88/18 | **Planning Update-**  **18/2160/FUL-Land on the Corner of Newport Road & Selkirk Drive**  Full Council Chairman or Management Committee Chairman to update committee on the current status of this planning application. **Cllr Davison gave verbal update to the Parish Council confirming the best option would be not to challenge the developers, but to challenge Milton Keynes Council as to why the Neighbourhood Plan was not explained to the developer.**  **Proposed by Cllr Davison and Seconded by Cllr Wright to transfer to the next Main Meeting (06.03.19) for further consideration and discussion.** | **MM 06.03.19** |
| M/89/18 | **Recruitment Policy (New Policy Draft Version 1)**  Management Committee to review this new draft policy  **All Councillors have received and reviewed a copy. All voted to move to Main Meeting. Agreed by 7 votes for.** | **Office to move to MM 06.03.19.** |
| M/90/18 | **Next Management Meeting Date**  Management Committee to discuss and agree the date and time to hold the next Management Committee Meeting. The suggested date and time are Wednesday 13 March 2019 at 7.00pm. **All agreed to hold the next Management Meeting on 13.03.19 at 7.00pm. Agreed by 7 votes for.** | **MM 13.03.19** |
|  | **Agree to hold a confidential Part 2 of the meeting at which press and the public will be excluded under the Public Bodies (Admission to Meetings) Act 1960 section (2).**  **Agreed by 7 votes for.** |  |
|  | **Confidential**  Consideration of matters related to the following confidential matters: |  |

**Meeting Closed 8.45pm**

The next meeting of Stantonbury Parish Management Committee

will be held at the Parish Office, 126 Kingsfold, Bradville**.**