19 April 2019

**Minutes of the Main Meeting**

Held on **Wednesday 17 April 2019** at **7.30 pm** 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.** |  |
| 252/18 | **Present:**  Cllr G Davison – Chairman  Cllr L Morgan – Vice Chairman – Minute-Taker  Cllr S Kennedy  Cllr P Kirkham  Cllr D Wright  Cllr M Millen  Cllr S Agintas  Cllr M Farmer  R Fairclough – Responsible Financial Officer  David Barnes – Enforcement Officer Representative  Bradville Bloomers Grant Representative  2 Residents of Bradville |  |
| 253/18 | **Apologies for Absence:**  Cllr G Parker **– Accepted by 8 votes for.** |  |
| 254/18 | **Public Forum for members of the public to speak:**  Bradville Bloomers Grant representative gave the Parish Council an update on the current spend of the grant and their plans going forward are to build 15 more planters. |  |
| 255/18  a) | **Presentations:**  Enforcement Officer Representative (David Barnes), to make a short presentation to the Parish Council regarding his role and the extent of his powers. **Has the power to use Fixed Penalty tickets for fly tipping and dog fowling. Start date 02.05.2019 for 10 hours per month on a self-employed contract basis.** |  |
| 256/18 | **Declarations of Interest:**  Cllr L Morgan – Item 261/18 (b) |  |
| 257/18  CR1.  CR2.  CR3. | **Chairman’s Remarks:**  **Queries presented by residents at the Annual Meeting of the Parish (Meet Your Councillors) Meeting held on Tuesday 16 April 2019**  **Resident Query 1** – Request to place all the planning applications on the SPC Website query-**Following discussion, it was decided by the Parish Council to defer until the next MM on 01.05.2019 for further discussion.**  **Resident Query 2** -Request for the Parish Council to look at Planning no: 19/00692/FUL- 22 Cleveland-Bradville and consider adding their objections.- **On further investigation by the Parish Council and taking Milton Keynes Council’s comments restrictions into consideration, the Parish Council voted in the following way. Agreed by 7 votes for and 1 abs.**  **Resident Query 3** – Request for the Parish Council to consider the possibility of repairing parish street signs with the intention of looking into the possibility of entering Britain in Bloom for 2020.  **Ask the Office Administrators to chase Milton Keynes Council and report back to the next Main Meeting 01.05.19.** |  |
| 258/18 | **Reports:**  -Payment Report-  -TSID Report-April 2019-**Deferred to MM 01.05.2019**  -Parish Ranger Report-**Noted.** |  |
| 259/18 | **Minutes:**  To approve and sign the Minutes of the Main Meeting held on **3 April 2019. Agreed by 7 votes for, 1 abs.** |  |
| 260/18  a)  b)  c)  d)  e)  f) | **Finance**  Payments List Agreed **by 8 votes for.**  Debit Card Payments-**None.**  Payroll – None. **Chairman Davison confirmed all future payroll notifications should be ready for agreement by the Parish Council by the second Main Meeting of the month**.  Asset Depreciation-RFO to update. **The Parish Council were presented with the current asset depreciation list and asked by the RFO to decide if whether they agree to it. Agreed by 8 votes for.**  Purchase Order to cover estimated consultantancy work to complete the Neighbourhood Plan-£1,800.00. **A Procurement Policy has now been produced and will be reviewed by Working Group 1 of the Management Committee within the next 7 days.**  To review the Co-op current account signature mandate and internet banking access. **Cllr D Wright is to replace Cllr G Parker as signatory on all the accounts.**  **There are still 3 signatories that remain to be changed to their replacements. The signatories to be removed are Helen Mortimer, Richard Wilde and Geoff Parker. The signatories to replace are Graham Davison, David Wright and Helen Sharp.**  **Agreed by 8 votes for.** | **RFO**  **RFO**  **Cllrs**  **Office**  **LE**  **RFO** |
| 261/18  a)  b)  c) | **Grants – Budget for 2019/2020-Curent Level-£12,000**  **Hanover Court Residents Association.** Request from SPC is £1,000.00. Allocated to Councillor L Morgan at MM 06.03.19. **Report to follow. Pitch to follow. Deferred to next MM 01.05.19.**  **Roman Park Residents Over 50’s Club** Request from SPC is £250.00. Allocated to Councillor G Parker at MM 03.04.19**.** **Report received and distributed. Deferred to next MM 15.05.19. Cllr Parker has produced a short report.**  **Local Crafters** Request from SPC is £490.00. **Allocated to Councillor Malcolm Millen.** | **LM**  **RFO**  **M Millen** |
| 262/18  a)  b) | **Policies**  **Grievance Policy & Procedure-Deferred from MM 03.04.19 245/18 (a)**  Policy to be adopted on 17 April 2019 and signed off by the Chairman.  **Disciplinary Policy & Procedure-Deferred from MM 03.04.19 245/18(b)** Policy to be adopted on 17 April 2019 and signed off by the Chairman.  **Agreed by 8 votes for.** |  |
| 263/18 | **Newsletter Tender**  Review, agree and appoint Newsletter provider. **The committee decided that a new internal procedure for tendering. Chairman Davison to supply. For sign off at MM 01.05.19.** | **GAD** |
| 264/18  a) | **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).  Complaint regarding alleged abuse at allotments. **One plot holder has alleged that another plot holder had been abusive to them. Chairman Davison is meeting with the alleged abusers on 23.04.2019.** | **GAD** |
| 265/18  CP1.  CP2.  AR1.  AR2.  AR3.  AR4.  AR5.  AR6.  AR7.  AR8.  AR9.  AR10.  AR11. | **Annual Meeting of the Parish (Meet Your Councillors)**  Councillors to provide feedback and actions received from the Annual Meeting of the Parish held on 16.04.19.  **Community Project Items:-**  The attending PCSO made a suggestion that the Parish Council consider the creation of graffiti boards for use within the school holidays. **PCSO to be invited to the next Community Project Meeting 20.05.19**  One of the attending Parish Guardians made a suggestion that the Parish Council consider the introduction of litter picks during a Saturday.  **Attending residents asked the Parish Council to consider: -**  The introduction of a zig-zag lines (hatched area) on both sides of the road at Pepper Hill School. **Chairman Davison to contact Milton Keynes Council Representative PH.**  The purchase of 30 high-vision vests with the wording “Stantonbury Parish Guardian Volunteer” and to also contain the logo.  To create an E-newsletter. **The Newsletter Committee to review.**  To place all planning applications received on the Stantonbury Parish Council website. **When the new website is available.**  See Chairman’s Remarks item CR2.  To look into the arrangements of the home-schooling taking place on Fridays and Saturdays at 30 Cleveland-Bradville. This is resulting in 30-plus cars being parked around the area. Further request to contact Milton Keynes Education Department, Parking Enforcement and the Planning department as the building is being used for a different purpose.  To look into the allegation that bonfires are taking place in the back garden of 51 Harrowden-Bradville.  To look at Orchard behind school is all part of the regeneration area.  See Chairman’s Remarks item CR3.  To consider a budget to be put in place for the website and for the website to be updated. **Budget to be voted in next MM after elections MM 15.05.19.**  Financial items-capital expenditure. | **Office**  **LS/OM**  **GAD**  **OM/Office**  **Office**  **RFO**  **RFO** |
|  | **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 by 8 votes for. |  |
| **a)**  **b)**  **c)** | **Confidential**  Consideration of matters related to the following confidential matters:  **Human Resources**-Minutes are locked away in the confidential box and held in the safe between meetings.  **Staff Roles-** Minutes are locked away in the confidential box and held in the safe between meetings.  **Resident Land Issues-** Minutes are locked away in the confidential box and held in the safe between meetings. |  |
|  | **May Public Parish Council Meetings**  **May Meetings**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | Wed 1 | Main | All current Councillors | 7.30pm | Parish Office | | Mon 13 | Steering Group Neighbourhood Plan | All current Councillors | 10.00am | Parish Office | | Wed 15 | Annual Meeting | All Councillors | 7.30pm | Parish Office | | Wed 15 | Main Meeting | All Councillors | 8.30pm | Parish Office | | Mon 20 | Community Projects | Com Proj Cttee Councillors | 10.00am | Parish Office | | Wed 22 | Management Committee | Mgmt Cttee Councillors | 7.00pm | Parish Office | |  |

**Meeting closed at 8.55 pm**