19 November 2020

**Minutes of the Main Meeting for**

**Stantonbury Parish Council**

**Held on**

**Wednesday 18th November 2020**

**At 7.00pm**

**Using Zoom**

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

**MINUTES**

|  |  |  |
| --- | --- | --- |
|  | **Chairman’s Welcome and Introduction to meeting** |  |
|  | **Present:**  Cllr Graham Davison (Chairman) GAD-left meeting 19.20 pm  Cllr Linda Morgan (Vice Chairman) LM  Cllr Ann Ronaldson AR  Cllr Peter Kirkham PK  Cllr Abid Anwar AA  Cllr Malcolm Millen MM  Cllr Carol Northwood CN  Cllr Sandra Kennedy SK  Mrs S Espey - RFO  Mrs S Tozer – Zoom IT Administration Support  Mrs D Moore – Presentation on Social Media Webinar  Mrs K Fane – Minute-Taker |  |
| 169/20 | **The Chairman asked the Council to consider bringing item 169/20 to this point in the meeting to allow Mrs Moore to do her presentation.**  **A vote was held, and this was agreed to by 8 votes for.**  **Cllr Millen Proposed the motion and it was Seconded by**  **Cllr Kirkham.**  **Mrs Moore confirmed by confirming she had attended a recent webinar on social media. She continued by explaining there are 2 options. Facebook Live and YouTube.**  Facebook Live **would be a short video made by the Chairman It would be of benefit the Parish Council as it shows the numbers of views. Facebook, compared to other social media, reaches a limited number of people. It did have the potential to reach 2,000+ viewers through residential groups.**  YouTube **would be recommended for the evening meetings. People could view the meeting and send questions through the comments section at the bottom of the screen. These would be responded to by the chosen administrator, either on the night or the following period after the meeting initially went live. The recommendation would be that any potential viewers sent their questions in advance.**  **Several Councillors had questions/reservations and it was concluded this item would be deferred until a future meeting to give time to gather further information.** | **DM** |
| 160/20 | **Apologies for Absence:**  Cllr S Agintas-Agreed by 8 votes for. |  |
| 161/20 | **Public Forum for members of the public to speak:**  None. |  |
| 162/20 | **Presentations:**  None. |  |
| 163/20 | **Declarations of Interest:**  None. |  |
| 164/20  a)  b)  c) | **Chairman’s Remarks:**  Chairman to notify council on the transfer of management of the Parish Rangers to the HR Chairman as of Monday 16th November 2020. **The Chairman confirmed to council the HR Chairman, Malcolm Millen, was now the manager of the Parish Rangers. This was noted.**  Email from MKC regarding removal of Kents Road, Stantonbury Play Park. Chairman to discuss if Council agree with its removal. **The Chairman explained how council had received an email from an MKC representative (PS) explaining it was their wish to remove the park as it had received complaints and was in such dis-repair. He asked council if they were in agreement with this. All councillors present agreed to the removal. It was concluded a letter of agreement from SPC should be sent.**  At this point in the meeting Chairman Davison was taken ill and Vice-Chairman Morgan agreed to continue to chair the remainder of the meeting.  Letter of thanks from Royal British Legion for our donation. **Acting Chairman Linda Morgan continued by notifying council that SPC had received a thank you for the donation that had been sent. This was noted.** | **KF/LM** |
| 165/20  a)  b) | **Reports:**  Partnerships to make the Community Boat a success presented by Cllr Kennedy. **Cllr Kennedy updated council she had been keeping up to date with the communications community boat and felt it was time for SPC to step in and consider contributing.**  **The 2 options for council to consider are the small donation for a single item or a grant to the set-up fund.**  **Cllr Millen asked council to consider making a proposal for a grant of £1,250 (the gold option of the raffle), or £750 (the silver option of the raffle). This proposal was seconded by Cllr Kirkham.**  **It was concluded that this item be deferred for further consideration and agreement at the next meeting on 02/12.**  Pre-application-Erection of building on existing car park of between 4 and 9 storeys to provide up to 91 residential flats (Class C3), together with under croft car parking, podium courtyard and associated works’ at Capital Drive, Linford Wood. Proposed 3 blocks. Verbal report presented by the Chairman. **The Acting Chairman updated council on how she and the Chairman had attended a meeting with the architects. She explained in detail how there was little/no thought to the infrastructure facilities such as road access for emergency vehicles/parking/no nearby public transport etc and that the Neighbourhood Plan seemed to have been ignored.**  **During the meeting, a picture was shared which showed a similar structure.**  **The Acting Chairman concluded by confirming they had made the council’s objections known. Noted.** | **MM 2/12** |
| 166/20 | **Minutes:**  To approve and sign the Minutes of the Main Meeting held on **21st October 2020**. **Agreed by 7 votes for**. |  |
| 167/20  a)  b)  c) | **Finance**  Council to agree on Payments Made. **Agreed by 7 votes for.**  Council to agree on Payments Due. **Agreed by 7 votes for.**  RFO Monthly expenditure. **Included on it item b above.** | **RFO**  **RFO** |
| 168/20  a) | **Risk Management**  Chairman to discuss current Risk Management issues.  Council to agree and sign-off Standing Orders V3. **Defer to the next MM to allow further changes to be made.** | **MM 02/12** |
| 169/20 | Mrs Moore to update the Council on a recent social media webinar and ask Council to consider whether they wish to consider live streaming the Main Meetings on YouTube**. This item was moved to an earlier point in the meeting.** **For full details, see page 1.** | **MM 02/12** |
| 170/20 | **Increasing Councillor Numbers**  Council to continue to discuss the continuation of arrangements to increase the number of councillors following questions raised by Council and the subsequent responses supplied by the Electoral Services Manager of MKC (PT). **This item was deferred to the next meeting on 02/12/20 to allow Chairman Davison to participate.** | **MM 02/12** |
| 171/20  a)  b)  c)  d)  e) | **SPC Policies**  **Performance Improvement Policy & Procedure V1**  The Council to agree and sign off this policy for adoption as recommended by the HR Committee. **Agreed by 7 votes for.**  **BB8\*-Community Projects Terms of Reference V6**  The Council to agree and sign off for adoption as recommended by the Chairman of Community Projects. **Agreed by 7 votes for**.  **BB9\*-HR Terms of Reference V6**  The Council to agree and sign off for adoption as recommended by the Chairman of the HR Committee. **Deferred until MM 02/12/20 to include further amendments.**  **BB10\*-Management Terms of Reference V3**  The Council to agree and sign off for adoption as recommended by the Chairman of the Management Committee. **Agreed by 7 votes for.**  \*Please note - All ‘BB’ numbers relate to their position within the Blue Book.  **Grant & Donations Policy V1 inc. Appendix I**  The Council to discuss the following option on this new policy as recommended by the Grant Policy Meeting on 11.11.20:   1. Adopt and sign off the Grant & Donations Policy V1 inc. Appendix I 2. Archive Grant Policy (BB15), accepting the Grants & Donations Policy (above) has replaced it. 3. Agree to adopt the existing Grant Policy (with changes) and make a separate donations policy. 4. Defer to a future meeting pending further review.   **Defer until MM 02/12/20 to allow for further changes.** | **LM/KF**  **LM/KF**  **MM 02/12**  **LM/KF**  **MM 02/12** |
| 172/20 | **Winter Newsletter**  The Council to discuss and agree to sign off the final draft of the Winter Newsletter. **Agreed by 7 votes for with proposed changes.** | **LM/ST** |
| 173/20 | **HR Options**  Council to discuss and choose from the HR platform & administration options provided in the backing paper. **Cllr Millen updated council on how SPC were looking to change their current HR platform & administration providers. He talked through the option backing sheet provided adding his recommendation on behalf of the HR Committee would be option B.**  **The Acting Chairman asked council to take a vote on each option in turn and the voting was as follows:**   1. **Option A = 2 votes** 2. **Option B = 5 votes** 3. **Option C = 0 votes**   **It was concluded by a majority vote of 5 to swap to Option B.**  **Cllr Millen was asked about the current provider and notice periods/charges. He confirmed the current provider would be cancelled as of 31/12/20 to allow time to transfer the data onto the new system.**  **He also confirmed we have a 3-year contract on our Employee Assistance Program which is due to expire April 2022. SPC will have to pay 80% of the annual cost for 2021 -2022 (£123.64). This is to be cancelled ASAP as it is duplicated with the new provider** | **MM/ RFO**  **MM/ RFO**  **MM/ RFO** |
| 174/20  a)  b)  c) | **Planning**  Chairman’s update on 20/02159/DISCON – Stantonbury-Aldi Mural following the Development Control Committee Meeting on 05.11.20. **The** **Acting Chairman updated council on how the building of the Aldi premises was progressing and current photos of the site were shown.**  **She continued by confirming both herself and the Chairman had attended the DCC meeting and given their support on SPC’s behalf. She confirmed that the mural’s positioning had been agreed and pointed it out on the picture (facing the parish office). Council noted the information.**  Milton Keynes Council decision notification: **20/00709/FUL**  **Location:** MK Landscape Depot Crosslands Stantonbury Milton Keynes MK14 6DB. **The Acting Chairman confirmed this planning application had been given full planning permission by Milton Keynes Council. Council noted the information.**  Variation of condition 1 attached to planning application 20/00709/FUL to reconfigure the site layout and substitute the bus for a converted shipping  container with 7 no. individual bedroom units and details of the landscaping scheme. **The Acting Chairman confirmed this planning application had been given full planning Permission by Milton Keynes Council. Council noted the information.** |  |
| 175/20  a)  b)  c) | **December and January Meetings**  Council to discuss and agree which of the following meetings they wish to hold within the month of December and January:  Wednesday 2nd December 2020 at 7pm. **Agreed by 7 votes for.**  Wednesday 16th December 2020 at 7pm. **Agreed by 7 votes for.**  Wednesday 20th January 2020 at 7pm. **Agreed by 7 votes for.** |  |
|  | **Vote to agree to hold a confidential Part 2 of the meeting at which press, and public will be excluded under the Public Bodies (Administration to Meetings) Act 1060 section (2).**  **Agreed by 7 votes for to hold a confidential part 2 of the meeting.** |  |
|  | **Confidential - Part 2**  Consideration of matters related to the following items:   * **Legal Matters** * **Bank Account Values** * **Staff Overtime for October** |  |