**23rd April 2021**

**Minutes of the Main Meeting for**

**Stantonbury Parish Council**

Held on

**Wednesday 21st April 2021**

**At 7.00pm**

**Using Zoom**

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

**MINUTES**

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|  | **Chairman’s Welcome and Introduction to meeting** |  |
| 293/20 | **Present:**  Cllr G Davison (GAD)-Chairman  Cllr A Anwar (AA)  Cllr L Morgan (LM)-Vice-Chairman  Cllr P Kirkham (PK)  Cllr S Agintas (SA)  Cllr M Millen (MM)  Cllr A Ronaldson (AR)  Cllr C Northwood (CN)  Cllr S Kennedy (SK) |  |
| 294/20 | **Apologies for Absence:**  None. |  |
| 295/20 | **Public Forum for members of the public to speak:**  The Chairman welcomed the resident, Darren Charters to the meeting, informed him he could speak to Council now or later. Mr Charters chose to speak later. See item 297 (b)-Chairman’s Remarks:-Local Resident Email-Commemorative Bench. |  |
| 296/20 | **Declarations of Interest:**  Cllr Davison-Item 301/20 (b) Payments Due.  Cllr Ronaldson queried if she needed to declare if nothing gained. The Chairman confirm she did not. | **GAD/AR** |
| 297/20  a)  b)  c)  d)  e) | **Chairman’s Remarks:**  **His Royal Highness, Prince Philip, The Duke of Edinburgh** – Following MK Council’s advice due to the current Covid restrictions, residents of Milton Keynes are advised to follow these steps should they wish to pay their respects or leave flowers. See item 305/20. **Cllr Kennedy advised the forwarding item number should be 305/20 and not 306/20 as stated. It was agreed by Council this could be altered on the minutes to read “See item 305/20”.**  **Council further confirmed they had read and understood the process should they wish to pay their respects.**  **Condolences** - Anyone who wishes to pay their respects are invited to do so on the Buckingham Palace online Book of Condolence, which will be available at [www.royal.uk](http://www.royal.uk/) **Noted.**  **Flowers** – The palace has requested that people should consider making a donation to a charity of their choice, or one of The Duke of Edinburgh’s Patronages, in memory of His Royal Highness, instead of leaving floral tributes. **Noted.**  **Additional Note**-The Chairman asked Cllr Morgan to thank the Parish Ranger (LS) for organising the flag over the weekend.  **Local resident email** -**Commemorative Bench**– Council to consider request from resident to help with providing a commemorative bench and plaque to mark the passing of Ken, a long-time local shopkeeper from Stantonbury. **The resident, Mr Charters gave Council the background on request for help in arranging a bench and plaque. Confirming the bench was for Ken, long-standing member of community. He added having placed a post on social media, he had received hundreds of responses. These asked for a bench or plaque to be placed down by the commemorative mural by Aldi, as it was felt the two are synonymous.**  **Mr Charter confirmed he was happy to set up go fund, he just need help with permissions etc. and wondered if the Parish would like to get involved.**  **A discussion followed during which the Chairman made Mr Charters aware the landowners were the Parks Trust and would have to get their permission. He continued to advise may have difficulties as recent permission for planting had been refused due to local objections.**  **He resolved the Parish Council will be very happy to help with assisting with contacts for positioning of bench with both Parks Trust and MKC, but, as unable to offer financial assistance, Mr Charters best option would be to try to publicly fund it. Cllr Millen requested the Council help publicise which was agreed. The Chairman confirmed Council would get a list together of contacts and act on Mr Charters behalf. Mr Charters thanked Council. Cllr Morgan will contact Stantonbury International School to ask if possible to place in school magazine. At this point, Mr Charters thanked Council and left the meeting.**  **Stantonbury International School Letter – Laptops** – Chairman to read letter of thanks regarding the provision of laptops. **Cllr Morgan read Council the letter of thanks. The Chairman wished it noted to give thanks to Cllr Morgan for all her hard work in precuring the laptops.**  **Planning Condition 4 Refusal Update 18/01469/FUL**—Chairman to notify Council of update. **Noted.**  **House fire on property in Kingsfold update –** Chairman to give update. **Cllr Agintas updated Council the family had been temporary re-housed but had lost everything. The Chairman asked if it was Council’s wish to get involved at which point Cllr Morgan advised of upcoming meeting with Housing Officer and would mention.** | **KF**  **Cllrs**  **Cllrs**  **Cllrs**  **MM/LS**  **b)RFO/LM/ DM**  **LM**  **LM** |
| 298/20 | **Minutes:**  To approve and sign the Minutes of the Main Meeting held on 7th April 2021. **Agreed by 8 votes for, 1 abs.** | **KF** |
| 299/20  a)  b)  c)  d)  e)  f)  g) | **Reports:**  **Bradville Rubbish Amnesty Skips**- Verbal Update Report following meeting with MK Council (AV) on 16.04.21 -Cllr L Morgan. **The meeting had been delayed due to Kingsfold fire. Have identified points of contacts for skips. Meeting will be on 26.4.21 to confirm locations. 7 skips in Bradville area-Kingsfold, Crispin, Harrowden and the Courts. Able to update the RFO after new meeting organised.**  **Stantonbury Rubbish Amnesty Skips**-Verbal Update Report-Cllr Morgan. **Not moving on to this until August, numbers and positioning of skips are yet to be finalised.**  **SPC Skips General Update**- Verbal Update Report by Cllr Morgan. **As soon as Bradville and Stantonbury in place, will move on to identifying areas in the rest of the parish.**  **Parish Rangers Report** – Cllr Millen – See backing paper.  **Cllr Millen updated Council of the following:  - litter-pick at 9.30am at Bancroft Park on 22.4.21. Noted.**  **-Requested Council consider moving the PR Report to 1st meeting of month as currently retrospective. Chairman later resolved this request should be an item at a future meeting for further discussion. - Requested Council re-consider siting the Parish vans at the Wylie as losing on average half an hour a day.**  **The RFO indicated a request to speak. When invited by the Chairman, Cllr Millen raised a point of order. The point of order was not upheld. The RFO had been interrupted and declined to speak.**  **- Allotment plumbing update – The Chairman requested MM give update on plumbing issue at the Allotments. MM advised PH has upcoming urgent meeting regarding current standard of corrective works. Will keep Council informed.**  **The Chairman asked for an update on the Wylie Centre. MM advised the following: - The container to be delivered on 29.4.21.**  **- Hole for flagpole dug today (21.4.21), and the flagpole erected this week.**  **- Beneficial, though not funded for – possibly consider via S106 money for carbon reduction – Request made for LED lighting/heaters at Wylie insufficient.**  **Environmental Officer Report** – See backing paper. **The Chairman advised Council although fly-tipping not raised as issue at the Annual Parish Meeting, it is becoming a problem brought to Crime Wave’s attention. LM advised DB working with Crime Wave, highlighting camera areas. LM advised using DB as benchmark. MM added he’d sent DB an email asking to concentrate on graffiti for May as issue brought up at APM.**  **TSID** (Temporary Speed Indicator Device) Report – DM-See backing paper. **The Chairman confirmed there was nothing dramatic to report.**  **Cllr Anwar left the meeting at this point as had been previously agreed by the Chairman.**  **Play Parks Review Update** – Cllrs Kirkham & Northwood. **The Chairman confirmed Cllrs Kirkham & Northwood had sent him reports as requested but is yet to write to Milton Keynes Council. Cllr Kirkham requested the Chairman consider responding to PS at Milton Keynes Council regarding the Bradwell Road Play Park. The Chairman responded by confirming it was felt to have a meeting to discuss items that would benefit from S106 monies. He added Cllr Kirkham could respond by informing it is being worked on.** | **a)LM**  **b)LM**  **c)LM**  **d)MM/PH/**  **future mtg.**  **g)S106 Mtg** |
| 300/20  a)  b)  c) | **Risk Management:**  Annual Parish (Meet Your Councillors) Meeting Feedback from 20.04.21. Cllr Morgan. **Cllr Morgan confirmed she was pleased to see residents there and the comments made were positive. The issues raised were: -Dropped kerbs.**  **-Speeding**  **-Graffiti All items fall under the remit of the General Purposes Cttee. Cllr Agintas agreed to take lead on the dropped kerbs.  Cllr Kennedy was asked to take absorb play parks as part of the General Purposes Committee overview.  A meeting needs to be arranged with MKC but overall, a very positive meeting.**  Annual Meeting of the Council – verbal update on finalisation of meeting arrangements. – Cllr Morgan. **The annual meeting has to be face to face. We have had responses from the Church (re: potential location). Another location would be Roman Park Residential Club. A decision of where should be made by the end of the week.  Additional Item – Neighbourhood Plan Referendum Postal Ballot Papers-**It had come to light the postal papers would not be sent until 26.4.21, having been sent separately to the other ballot papers. Following a discussion, it was resolved the Chairman to write a letter asking for explanation. | **a)LM/KF**  **b)GAD**  **c)GAD** |
| 301/20  a)  b)  c)  d) | **Finance**  Payments made – see backing paper. **Agreed by 7 votes for, 1 abs.**  Payments due – see backing paper. **Agreed by 8 votes for.**  The RFO is to include a verbal update on the progression of the AGAR (Annual Governance and Accountability Return). **All in order, ready for audit (CD).**  Council to agree the transfer of the Xero IT System from Cllr Ronaldson to SPC Finance. **Following in-depth discussion where many Councillors aired their concerns, particularly around payroll. After hearing all concerns, the Chairman asked Council to following (which was taken by recorded vote as requested and agreed by Council:**  **Does Council agree to transfer any subscriber to finance? For= CN/PK/SA/GAD**  **Against=AR/SK**  **Abstain=LM/MM**  **Agreed to go ahead by 4 votes for.**  **The Chairman continued to confirm there were a number of further issues to be resolved particularly in respect of the introduction of two step validation now being employed by Banks. It was agreed that these should be considered by the Finance Committee.**  **The Chairman clarified to Council that the Finance Committee is there to have an overview of our financial management and responsibilities. The RFO makes recommendations which are in the best interests of the running of the Council. Therefore, following a suggestion from the RFO, the Committee decide how to proceed, considering our financial legal obligations and the Terms of Reference of the committee.**  **The Chairman asked the LM to send the following to the Finance Committee Members which he stressed was very important before the meeting is held:**  **-The Good Councillor Guide to Finance.**  **LM agreed. The Chairman also advised the Finance Agenda should contain the suggestions from AR and the RFO. Agreed by LM.** | **a)RFO**  **b)RFO**  **c)RFO**  **d)LM/AR/ RFO** |
| 302/20 | **CCTV Recording and Disposal**  Council to consider and approve the temporary recording and storage of the CCTV coverage for use by TVP, or any other Government Agency. **Following discussion on how this could best be achieved, it was agreed to proceed by 8 votes for in the following way:**  **-Produce a Policy & Procedures on CCTV Viewing Requests.**  **-Agreed that the CCTV recordings should be kept no longer than 8 weeks.**  **-Calculate the volume of 8 weeks of storage. This should be done for both the Parish Office and the Wylie Centre.**  **-buy 4 storage devices (One for each office, two in use, two held in secure storage).**  **MM requested Council consider password protection for both offices at a cost of £80 per office. It was resolved this request should come via the General Purposes Committee.**  **It was resolved that Council voted to approve the temporary recording and storage of the CCTV coverage by 8 votes for.** | **DM/SK** |
| 303/20  a)  b)  c) | **Grants**  Council to consider and approve the following:    Reinstatement of Grants, and if adopted:  Adopt Grants Policy V8.  Agree commencement date of grants.  **Deferred to future meeting**. | **LM** |
| 304/20  a)  b) | **Consideration of Introduction of New Policy - Donations Policy V1**  Council to consider and approve the following:  Adopt Donations Policy V1, and if adopted to:  Agree commencement date of donations.  **Deferred to future meeting.** | **LM** |
| 305/20  a)  b)  c) | **Donation to Charity in Memory of Prince Philip, The Duke of Edinburgh**  Council to discuss and agree to send a charity donation of which Prince Philip, The Duke of Edinburgh was Patron. Council to choose from the list below:  British Heart Foundation – See backing paper- Option 1.  Duke of Edinburgh Charity Award – See backing paper - Option 2.  World Wildlife Fund – See backing paper - Option 3.  **The Chairman advised Council there was no obligation to make a payment. Following further discussion, it was resolved to defer until the after the Donations Policy is in place.** | **Defer future meeting.** |
| 306/20  a) | **Planning**  **Application no: 21/00928/PANB1C**  **Proposal: Change of use of existing office floorspace (Use Class B1(a)) to provide 38 residential apartments (Use Class C3)**  **At: Noble House Capital Drive Linford Wood Milton Keynes MK14 6QP**  Council to discuss and decide if they wish to send comments.  <https://publicaccess2.milton-keynes.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QQKW5JKW0KP00>  **Closing Date for responses: 6th May 2021.**  **After a discussion, the following decisions were made by Council:**   * **The application was objected against by 8 votes.** * **The Chairman is to produce an objection letter.** * **The Chairman to send a letter to Planning asking for explanation of why office buildings are being converted to residential ones with no infrastructure.**   **Additional Item – Trim Trail at Linford Wood (Added by Cllr Morgan for information)**  Cllr Morgan confirmed there were no plans for this part of Linford Wood, their focus being ash dieback. | **DM/GAD**  **MM 5.5.21** |
| 307/20 | **Match-Funding MK Council Grant Application-**  Council to consider if they agree in principle to apply for up to £500 from MK Council (match-funded), for 2 all-terrain style bicycles for the Parish Rangers. See backing Paper. Verbal update. **Cllr Millen gave Council background on grant application request.**  **Following a discussion, it was resolved Council agree in principle to apply for the grant by 8 votes for. It was further agreed to also look into S106 funding.** | **MM/RFO** |
| 308/20  a)  b) | **Council 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 1960 Section (2).** Agreed to hold a confidential Part 2 of the meeting by 8 votes for.  **Vote to allow a staff member(s) to remain in the confidential Part 2 of the meeting.** Agreed to allow the RFO to remain for the Confidential Part 2 of the meeting by 8 votes for.  Mrs Fane & Mrs Tozer left the meeting. Meeting Part 1 Closed at 20.29pm |  |
|  | **Confidential – Part 2**  Consideration of matters related to the following items:   * Overtime. **All minutes taken for the Confidential Part 2 of the meeting are held in a secure place.** |  |