

10<sup>th</sup> November 2021

**Minutes of the Devolved Services Committee Meeting**

Held on Wednesday 10<sup>th</sup> November 2021

At 10.30am

Stantonbury Parish Council, 126 Kingsfold, Bradville, MK13 7DX

<b>Committee Members:</b>	
Cllr Graham Davison - Chairman of the full Council	Cllr Abid Anwar
Cllr Peter Kirkham	Cllr Sandra Kennedy
Cllr Ann Ronaldson	Cllr Linda Morgan

**MINUTES**

		<b>Actions</b>
30/21	<p><b>Present:</b> Cllr A Anwar (AA) Cllr G Davison (GAD) Chair Cllr S Kennedy (SK) Cllr P Kirkham (PK) Cllr L Morgan (LM) Cllr A Ronaldson (AR)</p> <p>Cllr J Kite - (Non-Committee Member) Mrs S Espey - (RFO) Mrs S Tozer - Minute Taker</p>	
31/21	<p><b>Apologies for Absence:</b> None</p>	
32/21	<p><b>Public Forum for members of the public to speak:</b> None</p>	
33/21	<p><b>Declarations of Interest:</b> AR made a declaration of interest on Agenda Item 37/21</p>	
34/21	<p><b>Minutes:</b> To approve and sign the Minutes of the Devolved Services Committee held on 25<sup>th</sup> August 2021.</p> <ul style="list-style-type: none"> <li>SK queried if Additional Item 1 had been actioned. GAD responded he was not aware it had and would need for this to be flagged up as an outstanding action.</li> <li>SK referred to Additional Item 2 regarding a disabled sign at the parish office. The Committee were not sure what this referred to and would check with the Minute Taker. It was therefore agreed to defer signing of the Minutes until the next meeting.</li> <li>Additional Item 3. SK informed the committee that a brand-new seat had been installed at the top of Thane Court within a few days of the last meeting</li> </ul>	<p><b>PRs/ Future MM</b></p> <p><b>KF</b></p> <p><b>DSC 23.2.22</b></p>

<p>35/21</p> <p>a)</p>	<p><b>Risk Management:</b></p> <p><b>Feasibility and initial thoughts on moving the Parish Rangers</b> SK asked the Committee why they were considering this move. LM responded that it would mean extra space for the PRs and the new Supervisor and that SPC are in negotiations with HCA to sell the building and transfer the money into BH, there may be a possibility that SPC will have to pay back 50% of the sale price to HCA and our Solicitor is currently trying to find out more information.</p> <p>The RFO advised the meeting that she is not aware of any significant financial projects in the pipeline. LM confirmed that no decisions have been made and were only exploring possible options. RFO thought that she should be involved in all of these financial discussions.</p> <p>RFO asked when we will have confirmation of acquiring BH and GAD responded that the decision will be finalised at the MKC meeting on 7<sup>th</sup> December 2021.</p> <p>PK requested that when SPC take ownership of BH a meeting be convened to decide on the best use of it. GAD asked the Committee to think about this and to bring back suggestions for discussion at the next meeting.</p>	<p><b>All</b> <b>23.2.22</b></p>
<p>36/21</p> <p>a)</p> <p>b)</p>	<p><b>Reports</b></p> <p><b>Total cost of setting up the Wylie Centre-minute 08/21</b> RFO confirmed the following activity: Budget: £10k budget Spend: £7,596 Left: £2404</p> <p><b>Initial review of the Devolved Services budget</b> RFO confirmed that the amount in the budget is approx. £46k. GAD recommended that we do not exceed this amount, however RFO recommended to increase by £10k for match funding and to allow us to apply for grants within the parish. GAD requested a printed copy of the budget sheet. He also asked the Committee for their response about the figures discussed. SK pointed out that there would be an increase in the Rangers uniforms for new staff. GAD agreed that this may need to be increased but could come from another budget line. The Committee agreed that the budget should not change before discussion at the MM on 17/11/21</p>	<p><b>RFO</b></p> <p><b>MM</b> <b>17.11.21</b></p>
<p>37/21</p>	<p><b>Parish Council Van-Toyota Hilux Reg-HM70 HSJ</b> PK gave a verbal update on the modifications to the vehicle. The work has been completed and the van is back in service, he also suggested that SPC look at the maintenance of the vehicle. RFO suggested using Glynn Hopkins as we already have an account set up with them for servicing. GAD asked PK to provide a list of potential service dealers.</p>	<p><b>PK</b> <b>23.2.22</b></p>

	The RFO asked that it be minuted that she had not authorised the works on the van.	
38/21	<b>Review Annual Maintenance Plan for Parish Ranger Equipment</b> The above paper was tabled, and GAD advised the committee that this information was all up to date due to the FOI requests we have recently received.	
39/21	<b>Review Parish Ranger work schedules since June 2021 to date</b> GAD tabled both the PRs work schedules from June 2021 and questioned whether the schedules were a realistic record of the work being carried out. Following discussion it was agreed to wait until the appointment of a PR Supervisor, the schedules will then be given a vigorous investigation. Deferred to next DSC meeting.	<b>DSC</b> <b>23.2.22</b>
40/21	<b>Update on MK Council Transformation Project</b> GAD circulated the email received from Jonathan Hawes (MKC) and referred to the Briefing Note from MKC that he had previously circulated regarding the project. It was agreed to invite Jonathan Hawes to a meeting at the parish office to give an update and progress report, and also to bring to the meeting the maps highlighting the areas of work. All DS Committee to attend.	<b>ST</b> <b>All</b> <b>Comm</b>
41/21	<b>Environmental</b> - Particular emphasis on dog fouling and fly tipping Report. The Committee agreed that they were happy with the work being carried out by Dave Barnes and may look to increase his hours at a later date. A discussion on dog bin costings will be an agenda item on the next Finance Committee meeting.	<b>Finance</b> <b>Agenda</b>
42/21	<b>Wolverton Town Council Use of Weed Machine.</b> GAD advised the meeting that although SPC had contributed to the purchase of the equipment we were now being charged for its use. SPC are still awaiting a response from Kay Pettit. It was agreed that this agenda item be deferred to the next meeting.	<b>DSC</b> <b>23.2.22</b>
43/21	<b>Information from other Committees</b> LM is actively encouraging Cllrs to get involved and will update at each DSC meeting. GAD asked ST to invite Steve McNay of Woughton Parish Council to a separate meeting with DSC members to discuss his views and experiences of taking on the contract for Devolved Services.	<b>ST/All</b>
44/21	<b>Review Progress on Devolved Services Project</b> GAD suggested that once the meeting has taken place with Woughton Parish Council, SPC send out a survey (SurveyMonkey) to residents to ask for their views. GAD asked the Cllrs to submit some questions that could be incorporated in the survey in advance of the next meeting. A working group was formed to oversee the process GAD/LM/PK/AR/AA/SK	<b>GAD/LM/</b> <b>PK/AR/</b> <b>AA/SK</b>

45/21	<p><b>Next Devolved Services Committee Meeting</b> Committee to note the next meeting is to be on 23<sup>rd</sup> February 2022 at 10.30am.</p> <p><b>Part 1 of the meeting closed as 12.00noon</b></p>	
46/21	<p><b>Confidential Part 2</b></p> <p>a) <b>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 6 votes for</b></p> <p>b) <b>Agree to allow staff member/s to stay for the confidential section. Agreed by 6 votes for no staff to remain</b></p> <ul style="list-style-type: none"> <li>• <b>Staff Matters</b></li> </ul> <p><b>Part 2 closed at 12.30pm</b></p>	