10th June 2022

You are summoned to attend a meeting of the Full Council of Stantonbury Parish Council, on **Wednesday 15th June 2022** at **7pm** at **The Stantonbury Parish Council Office, 126 Kingsfold, Bradville, Milton Keynes, MK13 7DX**, when the business set out in the following agenda will be transacted.

**D Moore**

**Temporary Acting Proper Officer**

**Stantonbury Parish Council**

If any resident wishes to attend, they can do so in person or on the below zoom meeting link.

Join Zoom Meeting

<https://us02web.zoom.us/j/88914144472?pwd=bG9tZXdiUFZGaEE2TVduK2Q0dWtCQT09>

Meeting ID: 889 1414 4472

Passcode: 696578

**AGENDA**

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|  | **Chair’s Welcome and Introduction to meeting** |
| 18/22 | **Present:** |
| 19/22 | **Apologies for Absence:** |
| 20/22 | **Declarations of Interest:** |
| 21/22 | **Public Forum for members of the public to speak:** |
| 22/22 | **Chair’s Remarks:**  Resident’s communications  Councillor vacancy update |
| 23/22  a)  b) | **Minutes:**  **Full Council** to approve and sign the Minutes of the **Annual Meeting** held on **Wednesday 18th May 2022** at **6pm.**  **Full Council** to approve and sign the Minutes of the **Main Meeting** held on **Wednesday 18th May 2022** at **7pm.** |
| 24/22 | **Risk Register and Assessment:**  Council to discuss the progression of previously identified risks and any new risks that may have arisen. |
| 25/22  a)  b) | **Grants Presentation and Application**  Rainbow Children’s Centre representative to pitch to the Council for £500 Grant request.  Council to discuss and vote to consider awarding the funding. |
| 26/22    a)  b)  c) | **Reports**  Ranger Supervisor report – See backing papers  Enforcement Officer report – See backing papers  Crimewave report – See backing papers |
| 27/22  a)  b)  c) | **Devolved Service Committee**  Update on meeting with Obhi Architects reference Landscape Depot.  Does a councillor wish to join the Devolved Services Committee?  Does the Council wish to create a working group for the Devolved Landscape project? |
| 28/22 | **Bank Signatures**  Council to agree a replacement Councillor/s or staff as signatories for all bank accounts – (See backing papers) |
| 29/22  a)  b)  c)  d) | **Finance:**  Payments Made May 2022 – See backing paper  Payments Due June 2022 over £1,000 – See backing paper  Monthly Bank Summary – See backing paper  Reserves vote to agree – See backing paper |
| 30/22  a)  b) | **VAT Registered:**  Vote to agree that the Council look to register for VAT commencing 1st July 2022.  Vote to agree that the Responsible Financial Officer be authorised to undertake such actions as may be necessary, including the signing of all forms and correspondence for submittal to HMRC in respect of the decision to register for VAT. |
| 31/22 | **Skips Amnesty**  Retrospectively agree to increase the skips requirement from 11 to 14 as per Working Group meeting on 25th May 2022.  Price for 14 Skips is £4760.00 to Smith Skips – See backing paper |
| 32/22 | **Annual Governance Statement 2021/22 (Section 1)**  To consider and populate where applicable and approve and sign the Annual Governance Statement 2021/22.  See backing paper - Section 1 – Annual Governance Statement 2021/22. |
| 33/22 | **Accounting Statements 2021/22** **(Section 2)**  To consider and populate where applicable and approve and sign the Accounting Statements 2020/21.  See backing paper - Section 2– Annual Accounting Statement 2021/22. |
| 34/22 | **Internal Audit:**  To discuss and review the Internal Audit, the conclusion of the report is:  “Taking account of the issues identified, in our opinion the Parish Council can take Substantial Assurance that the controls upon which the Parish Council relies to manage this area, as currently laid down and operated, are consistently applied and effective.”  However, there are recommendations to be reviewed on the Action plan from page 4 of the report. |
| 35/22 | **The Community Hub**  Council to retrospectively agree to the British Gas fixed-term contract for a period of 3 years option C. As recommended by the RFO and the Temporary Acting Proper Officer. Which did include back dated rebate £544.00 – See backing papers |
| 36/22  a)  b)  c) | **Policies**  To discuss and vote whether to adopt the Code of Conduct Policy -See backing papers  To discuss and vote whether to adopt the Equality and Diversity Policy – See backing papers  To discuss and vote whether to adopt the Dignity at Work Policy – See backing papers |
| 37/22 | **Community infrastructure fund 2023/2024**  Council to discuss and vote on chosen idea for using Community Infrastructure fund   * Play Park * Notice boards * Barrier for Community Hub * Kissing Gate for Blue Bridge |
| 38/22  a)  b) | **Planning**  Application Appeal No: 22/00566/FUL– See backing Paper  Proposal: The erection of a new front porch. Two storey side extension including the widening of the existing garage. Single storey side/ rear extension with roof lights and bi-fold doors. New windows to side elevation at: 19 Redbridge Stantonbury Milton Keynes MK14 6BD  Council to vote if they wish to object to the planning application.  Council to vote if they wish to make comment and volunteers to put objection letter together. |
| 39/22  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 1960 section (2).**  **Vote to allow a staff member/s to remain in the confidential Part 2 of the meeting.** |
| 40/22  a)  b)  c)  d)  e)  f) | **Confidential - Part 2**  Consideration of matters related to the following items:  To approve and sign the confidential minutes from the Main meeting held on 18th May 2022.  Legal Matters  Council to Retrospectively agree fixed fee for EMW for legal assistance – See backing papers  Update from MK Council  To discuss ICO communication received  Update on Temporary Acting Proper Officer position |