

16th June 2022

Minutes of the **Main Meeting** for Stantonbury Parish Council held on
Wednesday 15th June 2022 at 7.00pm
at Stantonbury Parish Office, 126 Kingsfold, Bradville, Milton Keynes, MK13 7DX
For the purpose of transacting the business as set out below.

MINUTES

	Chair's Welcome and Introduction to meeting. Unfortunately, there was a technical issue, so we were unable to connect to Zoom.	Actions
18/22	Present: Cllr S Agintas (SA) Cllr A Anwar – (AA) Cllr G Davison (GAD) Cllr S Kennedy (SK) Cllr P Kirkham (PK) Cllr L Morgan (LM)- Chair Cllr C Northwood (CN) Vice-Chair Cllr E Seaborne (ES) Cllr A Ronaldson (AR) Cllr J Kite – (JK) Arrived 07:05pm Mrs D Moore-Temporary Acting Proper Officer Member of public joined 7:20pm	
19/22	Apologies for Absence: N/A	
20/22	Declarations of Interest: N/A	
21/22	Public Forum for members of the public to speak: None.	
22/22	Chair's Remarks: Resident's communications Chair informed the Council we had received 2 public communications to thank us. One from the winner for naming the Community Hub and the other was from the representative who open the Community Hub for us - Council noted Councillor vacancy update Chair informed the Council we have received an application for a Co-option, this is currently being processed and the Chair will inform the Council when there is an update.	LM & DM
23/22	Minutes: a) Full Council to approve and sign the Minutes of the Annual Meeting held on Wednesday 18 th May 2022 at 6pm. Some changes to be made, all agreed 10 votes for b) Full Council to approve and sign the Minutes of the Main Meeting held on Wednesday 18 th May 2022 at 7pm. Agreed 10 votes for	DM

24/22	Risk Register and Assessment: Council to discuss the progression of previously identified risks and any new risks that may have arisen. - None	
25/22	Grants Presentation and Application a) Rainbow Children's Centre representative to pitch to the Council for £500 Grant request. b) Council to discuss and vote to consider awarding the funding. Application got deferred to next meeting, Applicate was unable to join via zoom as there was no internet connection.	JH & DM
26/22	Reports a) Ranger Supervisor report – See backing papers - Agreed 10 votes for b) Enforcement Officer report – See backing papers - Agreed 10 votes for c) Crimewave report – See backing papers - Agreed 10 votes for	
27/22	Devolved Service Committee a) Update on meeting with Obhi Architects reference Landscape Depot. Chair asked Cllr Davison to update the Council regarding the meeting on 1st June 2022, Cllr Davison gave brief update as we are currently waiting the report from the Architects. Item Deferred till report received. b) Does a councillor wish to join the Devolved Services Committee? Councillor Kennedy and Morgan said they will join the Committee, c) Does the Council wish to create a working group for the Devolved Landscape project? Item got deferred, Cllr Morgan wishes to speak to Cllr Davison	KF DM LM
28/22	Bank Signatures Council to agree a replacement Councillor/s or staff as signatories for all bank accounts Following the request from Cllr Davison to be removed, the Council suggested to add Mrs Moore to the signatories. Agreed 10 votes for.	RFO
29/22	Finance: a) Payments Made May 2022 – See backing paper - Agreed 10 votes for b) Payments Due June 2022 over £1,000 – Agreed 10 votes for, RFO not to pay Staff training as training has been postpone. c) Monthly Bank Summary – See backing paper Agreed 10 votes for, Cllr Kennedy mentioned she was concerned about our 85k limit for our	RFO RFO

	protection, Chair confirmed RFO has been moving money to limit the risk.	
d)	Reserves vote to agree – See backing paper - Agreed 10 votes for	
30/22	VAT Registered:	
a)	Vote to agree that the Council look to register for VAT commencing 1 st July 2022. Agreed 10 votes for	RFO
b)	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. Agreed 10 votes for	RFO
	<i>A Member of the public joined 7:20</i>	
31/22	Skips Amnesty Retrospectively agree to increase the skips requirement from 11 to 14 as per Working Group meeting on 25 th May 2022. Price for 14 Skips is £4760.00 to Smith Skips Agreed 10 votes for Cllr Morgan thanked the team for the effort at the last Skip Amnesty	RFO
	Cllr Morgan requested to move forward item 34/22 Proposed Cllr Morgan Second Cllr Kennedy	
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. Mrs Moore read through the Action plan on Page 4 and quoted the Summary, Councillors acknowledge the report and had no questions.	RFO
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. Chair asked the councillors to confirm they have read through the statement, do we agree with statement in Section 1. Cllr Davison requested recorded vote	RFO

	Cllr Morgan second Cllr S Agintas (SA) Cllr A Anwar – (AA) Cllr S Kennedy (SK) Cllr P Kirkham (PK) Cllr L Morgan (LM) Cllr C Northwood (CN) Cllr E Seaborne (ES) Cllr A Ronaldson (AR) Cllr J Kite (JK) All above voted agreed with statement in section one Cllr G Davison (GAD) – Abstained	
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. Chair asked the councillors to confirm they have read through the statement, do we agree with statements in Section 2. Cllr Davison requested recorded vote Cllr Morgan second Cllr S Agintas (SA) Cllr A Anwar – (AA) Cllr S Kennedy (SK) Cllr P Kirkham (PK) Cllr L Morgan (LM) Cllr C Northwood (CN) Cllr E Seaborne (ES) Cllr A Ronaldson (AR) Cllr J Kite (JK) All above voted agreed with statement in section two Cllr G Davison (GAD) – Abstained	RFO
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 – Agreed 10 votes for	RFO
36/22	Policies To discuss and vote whether to adopt the Code of Conduct Policy – Cllr Davison queried the policy Mrs Moore to look into it. Item Deferred a) Agreed 10 votes for b) To discuss and vote whether to adopt the Equality and Diversity Policy – Agreed 10 votes for	DM JH

c)	To discuss and vote whether to adopt the Dignity at Work Policy – Cllr Davison queried the policy Mrs Moore to look into it. Item Deferred	DM
37/22	<p>Community infrastructure fund 2023/2024 Council to discuss and vote on chosen idea for using Community Infrastructure fund</p> <ul style="list-style-type: none"> • Play Park • Notice boards • Barrier for Community Hub • Kissing Gate for Blue Bridge <p>After a long discussion it was agreed to submit 3 applications into the CIF Fund</p> <p>First Application to look at installing 2 Notice Boards for Linford Wood, 1 near the entrance to the woods (pending Park Trust approval) and one near the underpass between Stantonbury and Linford Wood (pending Milton Keynes Council approval).</p> <p>Second Application is to enquire to install kissing gate in Blue Bridge (pending Milton Keynes Council approval).</p> <p>Third barrier for Community Hub and infill with hedges (Pending Milton Keynes Council approval).</p> <p>Agreed 9 votes for 1 abstain</p>	<p>KF & RFO</p> <p>KF & RFO</p> <p>KF & RFO</p>
38/22	<p>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</p> <p>a) Council to vote if they wish to object to the planning application. Chair asked councillors what they wish to do, there is a concern with the new planning laws you only have certain criteria you can object with, it was agreed 7 votes for to submit an objection, 3 abstained</p> <p>b) Council to vote if they wish to make comment and volunteers to put objection letter together. Office staff to look at previous objections and report back to planning group.</p> <p>Council has also requested we update our website with planning application and highlight it on our E-newsletter</p>	<p>JH</p> <p>JH</p> <p>JH</p>
39/22	<p>a) 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). Agreed 10 votes for</p>	

b)	Vote to allow a staff member/s to remain in the confidential Part 2 of the meeting. Agreed 10 votes for	
40/22	<p>Confidential - Part 2 Consideration of matters related to the following items:</p> <ul style="list-style-type: none"> a) To approve and sign the confidential minutes from the Main meeting held on 18th May 2022. b) Legal Matters c) Council to Retrospectively agree fixed fee for EMW for legal assistance – See backing papers d) Update from MK Council e) To discuss ICO communication received f) Update on Temporary Acting Proper Officer position <p>All minutes from the confidential part 2 of the meeting are documented and held separately</p>	