

28th April 2023

Minutes of the **Main Meeting** for Stantonbury Parish Council held on
Wednesday 19th April 2023 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	ACTIONS
195/22	Present: Cllr P Kirkham (PK) Cllr L Morgan (LM) - Chair Cllr C Northwood (CN) Cllr S Kennedy (SK) Cllr D Northwood (DN) Cllr P McGahan (PM) Cllr J Warren (JW) Cllr J Kite (JK) Cllr A Ronaldson (AR) Cllr A Anwar (AA) Mrs D Moore – Clerk (DM) Grant Application representative	
196/22	Apologies for Absence: None.	
	Cllr S Agintas – Not present. Cllr G Davison – Not present.	
197/22	Declarations of Interest: None.	
198/22	Public Forum for members of the public to speak: Public participation at a meeting in accordance with standing order 3(e) shall not exceed (15) minutes unless directed by the chair of the meeting. Each member of the public shall not speak for more than (3) minutes in accordance with standing order 3(g). None.	
	Cllr Kennedy proposed to move item 202/22. Cllr C Northwood seconded.	
202/22	Grants Presentation and Application: Council to review and discuss the grant application. Rainbow Children's Centre representative to pitch to the Council for £650 Grant request. Representative begun presentation and confirmed a local charity was contributing to also help fund this project. Representative presented photos, community involved volunteers opportunities. And explained the plan is to plant herbs/fruits/bug hotel with seating area. Representative mentioned about Parish clean up days that Rainbows Children Centre have organised.	

	Chair thanked and advised decision would be made in confidential section and she would be notified the next day. See 211/22 for decision.	
199/22	Chair's Remarks: None.	
200/22	Minutes: Cllr Morgan proposed to change item 200/22 wording on Main Meeting agenda item from "February" to "March", Cllr McGahan seconded. Full Council to approve and sign the Minutes of the Main Meeting held on Wednesday 15 th March 2023 at 7pm – Agreed by 10 votes for. Finance Committee To approve and sign the Minutes of the Finance Committee meeting held on Wednesday 5 TH April 2023 – (CN/AR/PK/LM) Agreed by 4 votes for. Devolved Services Committee To approve and sign the Minutes of the Devolved Service Committee meeting held on Wednesday 14th December 2022 – (AR/GAD/AA/PK) - DM made council aware of change made from original draft minutes sent in December 2022, revised minutes was presented as backing paper. - Agreed by 3 votes for. Community Project Committee To approve and sign the Minutes of the Community Project Committee meeting held on Wednesday 5 th April 2023 – DM advised council that they could defer due to minutes not being presented before the clear 3 days, Councillors had no concerns – Minutes Agreed by 10 votes for.	
201/22	Risk Register and Assessment: Council to discuss the progression of previously identified risks and any new risks that may have arisen. Update on Parish Office roof. DM made council aware that due to emergency with the roof in RFO office, DM asked the councillors to accept the quotes as backing paper for this meeting to get the roof repaired to stop further damage. – Cllr Morgan proposed to accept backing paper, Cllr Ronaldson Seconded. Vote A – 0 Vote B - 10 Vote C - 0 Vote D – 0 Vote B agreed by 10 votes.	JH/DO
203/22	Reports: Enforcement Officer Report – Agreed by 10 votes for. Parish Ranger Report – Agreed by 10 votes for. Cllr McGahan mentioned there is a camper van on Redbridge – proof needed as to whether someone is living there, Rangers to look into it. Following on from Ranger report – council have asked for a letter to be sent to Aldi to complain about dumped trolleys.	DO KF/DO

	Council wanted to thank the Rangers for the revarnishing of the bench outside the Parish Office.	DO
204/22	Finance Reports: a) Payments Made March 2023 (up to 29th March 2023) – Agreed by 10 votes for. b) Monthly Bank Summary (up to 29th March 2023) – Agreed by 10 votes for.	
205/22	Policies: Council to discuss and review policies as recommend from Finance Committee: Chair asked Council have you read policies and is there any comments or concerns. a) Kingsfold Fire Safety Policy: Council to discuss and adopt Kingsfold Fire Safety Policy KFSSPC050423 – Word “Councillor” to be added to Page 3, Policy Statement, Paragraph 2. – Agreed by 10 votes for. b) Health and Safety Policy: Council to discuss and adopt Health and Safety Policy HSPSPC050423 – No comments – Agreed by 10 votes for. c) Grant and Donations Policy: Council to discuss and adopt Grant and Donations Policy GDPSPC050423 - No comments – Agreed by 10 votes for. d) CCTV Policy: Council to discuss and adopt CCTV Policy CTVSPC050423 - No comments – Agreed by 10 votes for. e) Safeguarding Policy: Council to discuss and adopt Safeguarding Policy SGSPC050423 - No comments – Agreed by 10 votes for. f) Complaints Policy: Council to discuss and adopt Complaints Policy CMPSPC050423 - No comments – Agreed by 10 votes for. g) Social Media Policy: Council to discuss and adopt Social Media Policy SMSPC050423 - No comments – Agreed by 10 votes for. h) Press and Media Policy: Council to discuss and adopt Press and Media Policy PSPSPC050423 - No comments – Agreed by 10 votes for. i) Broadcasting or using Social Media at Council meetings Policy: Council to discuss and adopt Broadcasting or using social media at Council meetings Policy BCMSPC050423 - No comments – Agreed by 10 votes for.	JH
206/22	Policies: Council to discuss and review policies as recommend from Human Resources Committee Chair asked Council have you read policies and is there any comments or concerns.	JH

	<p>a) Home Working Policy: Council to discuss and adopt Home Working Policy HWPSPC060423- No comments – Agreed by 10 votes for.</p> <p>b) Flexible Working Policy: Council to discuss and adopt Flexible Working Policy FWPSPC060423 - No comments – Agreed by 10 votes for.</p> <p>c) Lone Working Policy: Council to discuss and adopt Lone Working Policy LWPSPC060423- No comments – Agreed by 10 votes for.</p> <p>d) Recruitment Policy & Procedure: Council to discuss and adopt Recruitment Policy & Procedure RPPSPC060423 - No comments – Agreed by 10 votes for.</p> <p>e) Grievance Policy: Council to discuss and adopt Grievance Policy GRVSPC060423 - No comments – Agreed by 10 votes for.</p> <p>f) Disciplinary Policy: Council to discuss and adopt Disciplinary Policy DPPSPC060423 - No comments – Agreed by 10 votes for.</p> <p>g) Civility and Respect Pledge: Council to discuss and make recommendation to Full Council to sign the pledge – Agreed by 10 votes for.</p> <p>By signing the Pledge, your council is agreeing that the council will treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles and that it:</p> <ul style="list-style-type: none"> • Has put in place a training programme for councillors and staff. • Has signed up to the Code of Conduct for councillors. • Has good governance arrangements in place including staff contracts and a dignity at work policy. • Will seek professional help at the early stages should civility and respect issues arise. • Will commit to calling out bullying and harassment if and when it happens. • Will continue to learn from best practices in the sector and aspire to be a role model/champion council through the Local Council Award Scheme. • Supports the continued lobbying for change in legislation to support the Civility and Respect Pledge including sanctions for elected members where appropriate. <p>h) Dignity at Work Policy: Council to discuss and adopt Dignity at Work Policy DWSPC120423 – No comments – Agreed by 10 votes for.</p>	DM/JH
207/22	<p>Subscriptions: Council to discuss and consider a subscription “Council Hive” £1793.00 plus VAT DM explained what services and support we will get with the subscription and was reminded the organisation did speak to the Council back in October 2022.</p>	DM/SE

	Council agreed to “Council Hive” subscription and to take the monies from General Reserves. - Agreed 10 votes for.	
	Cllr A Anwar left at 8pm.	
208/22	<p>Community Hub Paving: Full council to discuss and review paving options.</p> <p>Chair asked the council how they wish to proceed with paving at Community Hub, after a long discussion the council took to the vote.</p> <p>a) Full Council to only relay the front section of paving. – Cllr C Northwood requested a named voted. - 2 votes for. (CN and DN) and 7 votes against. (LM,PM,AR,SK,JK,PK,JW)</p> <p>b) Full Council to relay all paving at the Community Hub which is the recommended option from the Community Projects Committee - Agreed by 7 votes. 2 votes against.</p> <p>Council also agreed to use supplier C. – Agreed by 9 votes for.</p> <p>c) Full Council to discuss and agree to take money from General Reserves or RAF’S as recommended from Community Projects Committee. – Agreed by 9 votes to use RAFs money and top up with General Reserves.</p> <p>Council have asked for a breakdown of the Community Hub expenditure going forward.</p>	<p>JH / DO</p> <p>SE</p> <p>SE / DM</p>
209/22	<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 by 9 votes for.</p> <p>b) Vote to allow a staff member/s to remain in the confidential Part 2 of the meeting. - Agreed by 9 votes for.</p>	
Confidential - Part 2 - Consideration of matters related to the following items:		
210/22	<p>Minutes: Human Resources Committee To approve and sign the Minutes of the HR Committee meeting held on Thursday 6TH April 2023 – (CN/AR/PK/LM/JK/SK) Agreed by 6 votes for.</p>	DM
211/22	<p>Following on from Agenda item 202/22, Full Council to discuss to vote on Rainbow Children’s Centre grant application.</p> <p>Chair asked Council is there any questions or concerns – Agreed by 9 votes for to award Grant.</p>	JH
212/22	<p>Update on Peninsula: Council to discuss and decide how they wish to proceed.</p> <p>DM updated the council on current situation, Council acknowledges the recommendation made by Peninsula and HR Committee and made resolution to accept the option.</p>	DM/SE

Meeting closed 20:34.