

11-2023

Grant Application Form

Please complete all boxes, using the attached notes for help. If you are still unsure how to respond to any of the questions, please contact the Parish Office.

Your name	VICKI DAVIS (chair of Roman Park Residents Committee)
Your contact number	
Your email address	
What is the name of your group or organisation?	Roman Park Residents club. (Roman Park management Ltd)
Charity Commission Number?	N/A
What are the aims and objectives of organisation?	To promote non-political, sporting, social and recreational activities for the use and benefit of its members
Do you have a Constitution or Terms of Reference?	YES - enclosed
Do you have an up to date set of accounts?	YES - enclosed.
Have you carried out all legal obligations?	YES
Where is your organisation based?	
Please describe the project for which you are seeking a grant	ANNUAL FIREWORK DISPLAY AND SOCIAL EVENING FOR ALL RESIDENTS, GUESTS AND VISITORS FROM ACROSS THE PARISH
What is the total cost of your project?	£ 1561.50 - Costings enclosed
What is the amount of grant you are requesting?	£ 1000
What are your plans to get further funds for the project? (if applicable)	PAID FOR BY CONTRIBUTIONS FROM ROMAN PARK RESIDENT CLUB OWNERS AND RESIDENTS (VIA ROMAN PARK MANAGEMENT LTD)
When is your project starting?	30 TH OCTOBER 2023
When is it due to end?	4 TH NOVEMBER 2023
Are you willing for Stantonbury Parish Council to publish your Grant information?	YES

Please describe how it will benefit the residents of Stantonbury Parish	It will bring families together for a community event and help the club forge links with the local community.
How many residents will benefit?	THE ENTIRE PARISH

If you are successful in your application, please provide details of the bank account where you would want the grant to be paid.

Account payee			
Bank name			
Bank sort code		Bank account no.	

If applicable, please provide the following information with your application (please circle):

- A copy of your Constitution or Terms of Reference Yes / No
- A copy of your most up to date set of accounts, showing a full year Yes / No
- Any other information that might better inform the Council about your application Yes / No

If you are unable to provide any of the above, please explain why below?

I hereby certify that, to the best of my knowledge, the information given is complete and accurate. I also confirm that I have read and understand the accompanying terms and conditions as currently applied to all grant applications made to Stantonbury Parish Council.

Signed: Date 8 Aug. 2023.

Position held: Chair person of Roman Park Residents Committee

FOR OFFICE USE ONLY

Date received	09/08/2023
Logged	09/08/2023
Our Reference Number	11 - 2023
Acknowledgement sent	09/08/2023
RFO review deadline	___/___/___
RFO review complete	09/08/2023
Councillor appointed	09/08/2023
Reviewing Councillor	Carol Northwood
Councillor review deadline	___/___/___
Councillor review complete	10/08/2023
Grants this year	
Category	
Date of meeting for decision	16/08/2023
Council decision	
Amount awarded	
Outcome letter sent	___/___/___
Payment made	___/___/___
3-month check date	___/___/___
Report received	
Final check date	___/___/___
Report received	

RFO Comment	The revised application is now in line with previous years, and I am happy for it to proceed to council. However due to previous comments made by one of the Directors/Trustees, Brian Kite, please could the councillor check with the trustees that they have agreed for the committee to apply on behalf of the management as Brian had previously stated the committee should apply in their own rights. Any funding award would need to be subject to full permission being granted by The Parks Trust and all appropriate insurance licences held.
Councillor Comment	I have spoken to Vicki, chair of the residents committee and she has confirmed the details she submitted. I feel that this is a worthy cause that benefits many and no other fireworks events are held in the parish, as far as I am aware.

25th July 2023

Minutes of the **Main Meeting** for Stantonbury Parish Council held on **Wednesday 19th July 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
47/23	<p>Present: Cllr Sandra Kennedy Cllr Peter Kirkham Cllr Linda Morgan - Chair Cllr Ann Ronaldson Cllr Kevin Smith Cllr Paul Baxter Cllr John Warren Cllr Judy Kite Cllr Abid Anwar – 7:20PM</p> <p>Donna Moore – Clerk</p> <p>1 resident – 7:10pm Via Zoom</p>	
48/23	<p>Apologies for Absence: Cllr Derek Northwood – 9 votes to accept apologies. Cllr Carol Northwood – 9 votes to accept apologies.</p>	Resolved
49/23	<p>Declarations of Interest: Under the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, made under s30 (3) of the Localism Act, members must declare any disclosable pecuniary interest which they may have in any of the items under consideration at this meeting, and any additional interests not previously declared. - None</p>	
50/23	<p>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.</p> <p>A member of public did join meeting after this section but didn't wish to speak.</p>	
51/23	<p>Chair's Remarks: Resident correspondence reference Community Hub MUGA. Council agreed to put a polite notice on the MUGA gate informing users to be considerate of nearby residents.</p>	All Cllr / DM

Signature:..... Date:

	Correspondence received from MP Ben Everitt. Full Council wish to invited our MP to a meeting, Councillors to send agenda item suggestions to Clerk to understand what they would like to discuss.	
52/23	Code of Conduct Complaints: Following on from agenda item 12/23. Chair to update the Council. Chair updated Full Council, she had received a response from MK City Council to say “No complaint to answer”. Chair explained we was still pending the news from MK City Council for the other Code of Conduct complaint. Noted	DM
53/23	Minutes: Full Council to approve and sign the Minutes of the Main Meeting held on Wednesday 21 st June 2023 – No comments. 8 votes in favour. Resolved General Purpose Committee 2022-2023 to approve and sign the Minutes of the General Purpose Committee Meeting held on Wednesday 14 th December 2022 (PK,AA) – Clerk asked for the minutes to be deferred to the end of meeting, in case Cllr Anwar arrived later in the meeting and could vote on the minutes. Clerk explained the minutes were agreed at the last GP meeting, but advise there was quoracy issues, and to discuss at a Main Meeting.	DM DM
54/23	Risk Register and Assessment: Council to discuss the progression of previously identified risks and any new risks that may have arisen. Parish Office / Wylie rubbish collections Clerk made Council aware from September our rubbish bags will no longer be collect. MK City Council are classing us as a Commercial Business. Council agreed Parish Rangers will remove rubbish bags and take to tip. Agreed	DO
	Cllr Anwar arrived 7:20pm	
55/23	Reports: Crimewave Report – Agreed 9 votes for. Enforcement Officer Report – Agreed 9 votes for. Planning Report – Chair made Council aware this was a new report and was there any comments – no comments. Council raise a concern for the license extension request for the shop in Bradville, Council agreed to send an objection comment expressing their concern. No other comments to be made to MK City Council. – Agreed 9 votes. Agreed	KF

Signature:..... Date:

56/23	<p>Finance Reports:</p> <ul style="list-style-type: none"> a) Payments Due over £1000 July 2023 – Agreed 9 votes for. b) Bank Summary as at 30th June 2023 – No comments, Agreed 9 votes for. c) Payments Made June 2023 – Agreed 9 votes for. d) Community Hub Summary Income and Expenditure YTD 2023/24 – Agreed 9 votes for. e) Q1 - Quarterly Income and Expenditure Report 2023/24 – Agreed 9 votes for. f) Q1 - Quarterly Budget Variance Report 2023/24 – Agreed 9 votes for. g) Q1 - Quarterly Payments over £500 for website – Agreed 9 votes for. <p style="text-align: right;">Resolved</p>	
57/23	<p>Bank Mandate: Council to review and discuss.</p> <ul style="list-style-type: none"> a) Replacement Councillor to be allocated to the CCLA account to remove Cllr Seaborne. Cllr Ronaldson offered to be the replacement. RFO to check if a councillor credit rating would be affected. b) Council to agree to increase CO-OP bank signatories to 5. - Agreed 9 votes for. c) Council to ask for a Councillor to volunteer to be added as a signatory. Cllr Kirkham nominated to be added as a signatory, RFO to arrange training. <p style="text-align: right;">Agreed</p>	<p style="text-align: center;">SE</p> <p style="text-align: center;">SE</p>
58/23	<p>Finance Investment: Council to consider recommendation from Finance Committee to transfer the Unity Trust Instant Access Account to a 12-month fixed Term Deposit Account. Chair asked Councillors for any comments, no comments all agreed. – 9 votes in favour.</p> <p style="text-align: right;">Resolved</p>	<p style="text-align: center;">SE</p>
59/23	<p>Terms of References: To discuss and adopt Committee's Terms of Reference.</p> <ul style="list-style-type: none"> • Community Projects Committee CPTOR070623 – No Comments all agreed 9 votes for. • General Purpose Committee GPCTOR280623 – No Comments all agreed 9 votes for. • Allotment Committee ACTOR120623 – No Comments all agreed 8 votes for. (Councillor Anwar stepped out of the meeting). • Finance Committee FCTOR120723 – No Comments all agreed 9 votes for. <p style="text-align: right;">Resolved</p>	<p style="text-align: center;">TC</p>
60/23	<p>Parish Forum minutes: Council to review Minutes. Council acknowledge the minutes – Agreed 9 votes for.</p>	<p style="text-align: center;">DM</p>

Signature:..... Date:

	Councillor Morgan agreed to attend the Parish Forum meetings with Cllr Kennedy.	Agreed
61/23	Allotment Terms and Conditions: Council to consider the Allotment Committee recommendation to change wording on the Terms and Conditions. Clerk explained what changes had been made and a full review of the Terms and Conditions will be done in September. No comments. Agreed 9 votes for.	ST Resolved
62/23	Walshs Manor Play Park: Council to decide how they wish to proceed. Councillors have concerns reference the speed and the volume of traffic on Walsh Manor Road and querying if this the best place to install a play park. MK City Council have reviewed the site and they have no concerns. Council believe the residents would prefer to have the play park then not. SPC to ask MK City Council to install playground signs and a fence around the park. Agreed 7 votes for to support the play park, 1 against, 1 abstained.	DM / KF Resolved
63/23	Bradville Play Park: Council to discuss Bradwell Road Play Park. a) Does the Council agree to replace the equipment at Bradwell Road Play Park. – Council did not agree for full replacement. b) The Council to suggest what equipment they wish to install. – Only to investigate a price for a new slide. c) Council to agree to use the Match Fund budget available. – No pending costs for slide. Cllr Kirkham expressed concerns of lack of maintenance at this park and would like to see some improvements. Council agreed to look at getting a price to replace slide but felt the other equipment just needed a repaint. Office to email MK City Council to get permission to paint some of the Play Parks and to enquire what type of paint we need to use. Cllr Smith raised concerns of 2 other play parks, Cllr Smith to email in the details for the office to send to MK City Council. - Deferred 8 votes for, pending cost for the slide, 1 against.	KF Agreed
64/23	S106: Council to acknowledge funding available for Enhancement of existing community halls within the vicinity of the Development. A total £9,256.52. a) Council to provide suggestions on how they wish to spend the funding. - Solar panel - Radiators - valves/cages	DM/SE

Signature:..... Date:

	<p>Clerk made Council aware we might be able to apply for these suggestions from a different funding allocation, and if the Cllrs think of additional suggestions to forward them on to the Clerk.</p> <p>Clerk to look at MK City Council funding pots to find out what funding is available to us.</p> <p style="text-align: right;">Agreed</p>	
65/23	<p>Great Yarmouth Coach Trip: Council to agree to hire a 5th coach at a cost of £695.00. Council agreed to the 5th coach, and it to be offered to people on the waiting list - Agree 9 votes for. Cllr Anwar volunteered to be the coach leader.</p> <p style="text-align: right;">Resolved</p>	KF
66/23	<p>Wylie Building: Council to discuss and agree provider to repair the Wylie roof. Clerk made available the quotes for inspection to the councillors. Council reviewed and agreed to go option C – 9 votes for. Office to email company to check warranty status and for them to confirm in writing once the Asbestos has been removed.</p> <p style="text-align: right;">Resolved</p>	KF / DO
67/23	<p>Star Council Award 2023: Council to consider nominating BMKALC for the category recognising County Association excellence at the Star Council Awards 2023. Clerk made Council aware of the requirements to nominate BMKALC, Council agreed to nominated BMKALC, for their support they have provided us.</p> <p style="text-align: right;">Resolved</p>	DM
53/23	<p>Moved from earlier in meeting.</p> <p>General Purpose Committee 2022-2023 to approve and sign the Minutes of the General Purpose Committee Meeting held on Wednesday 14th December 2022 (PK,AA)</p> <p>Cllr Kirkham proposed minutes, Cllr Anwar seconded, Chair signed the minutes as a true record.</p> <p style="text-align: right;">Resolved</p>	TC
	Councillors requested a Comfort break at 8:45pm	
68/23	<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 9 votes.</p> <p>b) Vote to allow a staff member/s to remain in the confidential Part 2 of the meeting. – Agreed 9 votes.</p> <p style="text-align: right;">Resolved</p>	
Confidential - Part 2 - Consideration of matters related to the following items:		
69/23	<p>Pension Deficit: Council to consider recommendation from Finance Committee to not appointment an independent person to review the pension scheme.</p>	SE

Signature:..... Date:

	<p>Finance Chair explained the deficit will be paid back within a reasonable time frame, and the Finance Committee didn't believe it was worth paying a third party to review the deficit - Council agreed 9 votes for to accept Finance Committee recommendation.</p> <p style="text-align: right;">Resolved</p>	
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Meeting closed 8:55pm

18th July 2023

Minutes of the **Extraordinary Meeting** for Stantonbury Parish Council held on **Monday 10th July 2023** at **7pm** 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
41/23	<p>Present: Cllr Sandra Kennedy Cllr Peter Kirkham Cllr Linda Morgan - Chair Cllr Ann Ronaldson Cllr Kevin Smith Cllr Paul Baxter Cllr John Warren Cllr Abid Anwar Cllr Judy Kite</p> <p>Donna Moore – Clerk</p>	
42/23	<p>Apologies for Absence: Cllr Derek Northwood – 9 votes to accept apologies. Cllr Carol Northwood – 9 votes to accept apologies.</p>	Resolved
43/23	<p>Declarations of Interest: Under the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, made under s30 (3) of the Localism Act, members must declare any disclosable pecuniary interest which they may have in any of the items under consideration at this meeting, and any additional interests not previously declared. - None</p>	
44/23	<p>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 a member of the public shall not speak for more than (3) minutes in accordance with standing order 3(g). - None</p>	
45/23	<p>Chair's Remarks: - None</p>	
46/23	<p>Grant Funding: Council to discuss and agree to apply for grant funding from Milton Keynes City Council, deadline for grant submission is 14th July 2023.</p> <p>Clerk made Council aware we received information that Stantonbury Parish Council can apply for some funding. The funding was to support Communities & Places and People & Skills.</p> <p>Councillors provided ideas of what we could look to apply for, once all ideas were put forward the Council agreed to submit 2 applications, one to focus on adult learning to support residents in English and Maths, and second application to focus</p>	DM

	<p>on children and hold Drumming and Drama workshops. All the events to be held at the Community Hub.</p> <p>Full Council agreed to contribute up to £5,000 for each application.</p> <p>Clerk and office team to work on applications to submit on time.</p> <p style="text-align: right;">Resolved 9 votes for in favour.</p>	
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Meeting closed 8pm.

July 2023 Update

Cameras currently deployed:

- Albany Court, Stantonbury
- Bandford Road, Bradville (Taken Down)
- Kingsfold, Bradville
- Nightingale Crescent, Bradville

Albany Court, Stantonbury:

- This camera is in place due to environmental issues.
- We are continuing to review this camera regularly.

Kingsfold, Bradville:

- This camera is in place due to reports of ASB, drug issues and youths being approached within the area.
- We are continuing to review this camera regularly.

Nightingale Crescent, Bradville:

- This camera is in place due to environmental issues.
- When the camera was deployed, we observed social media posts regarding the camera. Residents seemed pleased that the camera was back and hoped that this will now deter any issues in the area.
- We are continuing to review this camera regularly.

D & L Environmental

Enforcement activities month July 2023 (Stantonbury Parish Council)

I have continued to work in a safe manor, as always wearing disposable gloves when investigating fly-tipping/waste issues,

Estate,	Activities	Outcome	Extraordinary
Bradville	12 Fly tips in this area	All of the flytips have been investigated, And reported to MKC for removal	<p>One was found with evidence, and is now under further investigation by MKC ECU</p> <p>One resident has received a £400 FPN for fly tipping issued by MKC ECU.</p> <p>Vauxhall waste at rear, found some waste at the rear of the property, called at the property, but the resident was not at home, she called myself back the next morning to say it was for an arranged collection by a private contractor, it was cleared that day,</p> <p>Chickens - i was asked by the office to investigation a residents concerns re chickens being kept in a residents rear garden, and noise issues, i attend the property but could not find and evidence as to the chickens being present, i continue to monitor</p>
Bancroft Bancroft Park Oakridge Park Bluebridge Linford wood	No issues reported Littering in the parking area No issues reported No issues reported one fly tip	again in Enfield chase by the phone mast this has been cleared	

<p>Stantonbury Fields</p> <p>NOS canisters</p>	<p>littering in the car park area</p> <p>6 found in Linford wood 5 found in Bradville</p>	<p>An increase in littering in this area,</p>	<p>I continue to monitor</p> <p>Further information - The government has taken the decision to control nitrous oxide as a Class C drug under the Misuse of Drugs Act 1971</p>
<p>Stantonbury</p>	<p>17 Fly tip in this area</p>	<p>All have been investigated and then cleared by Mkc/Serco</p>	<p>One has been found with evidence, and now MKC ECU are investigating,</p> <p>One resident of Stowe court has been issued with a FPN of £400 for fly tipping</p> <p>contractor leaving waste behind rear of Ormonde, I came across this one day on routine patrol, I saw a contractor piling waste at the rear of the property, as he was still working on the property, i took a photograph of his vehicle, a few days later I checked the area and the waste was still there, i called at the property and spoke with the resident who informed me that the contractor should have removed the waste as part of the contract, she contracted the contractor and said I had paid her a visit and I had his details, he removed the waste the next day</p> <p>Portaloos Ormonde garages, I have noticed over the last month or so of Portaloos keep appearing</p>

			then disappearing from the Ormonde garage area, I had a similar case in Greenleys last year where a contractor was using public land for storage of these, i'm liaising with MKC ECU to determine if this is the same person
Graffiti	None Reported		
Abandoned Vehicles	One has been removed I am monitoring two that are currently fully legal but may be abandoned,		

Dog Fouling	Outcome
Dog fouling patrols	I have been conducting several dog fouling patrols around the areas concerned speaking to dog owners advising them how to clear up after their dogs and the correct way to dispose the dog waste, I have also continued to put up the new PSPO signs on lamposts Patrols of Stanton Low, Stonepit Fields, along Railway walk, Abby way, Bradwell road sports fields, Bancroft Park areas, there has been a slight increase in dog fouling across the areas, I am patrolling various times of these area,
Regular patrols	I continue to patrol all the areas covered by SPC, on the lookout for dog fouling, fly tipping etc, if any of the Councillors feel there are certain areas that require more attention please let me know

**Planning Backing Paper for MM 16.08.23
For period 14.07.23 – 10.08.23**

Parish Location	Application Type	Address	Application Number	Proposal	Closing Date for comments	Current Status
Bradville	Planning Permission Granted	35 Withington Bradville MK13 7DS	23/01256/HOU	The erection of a single storey rear extension with roof lights and part ground floor and first floor side extension with roof lights	N/A	Full permission granted. Application closed.
Bradville	Planning Conditions-Split Decision	Stanton High Cottage, Bradville, MK13 7AY	23/01238/Discon	Approval of details required by condition 5 (Access), condition 9 (Hard and soft landscaping), condition 10 (Floor and slab levels), condition 11 (Boundary treatments) and condition 13 (Landscape management and maintenance) of permission ref. 20/00933/OUT	N/A	Split Decision for conditions. Refused conditions were: 9/11/13. Approved 5/10.
Parish Location	Application Type	Address	Application Number	Proposal	Closing Date for comments	Current Status

**Planning Backing Paper for MM 16.08.23
For period 14.07.23 – 10.08.23**

Bradville	Planning Consultation	35 Bishopstone Bradville MK13 7DQ	23/01667/HOU	Erection of a single storey front, side and rear extension including garage conversion to facilitate a downstairs bedroom.	29.08.23	Newly received planning consultation.
Linford Wood	Planning Consultation	Data And Research Services Plc 1 Danbury Court Linford Wood Milton Keynes MK14 6LR	23/01648/FUL	Change of use from Use Class E 'Commercial, Business and Service' to Use Class F1 'Learning and Non-Residential Institutions' and associated works	25.08.23	Newly received Planning consultation
Bradville	Full Permission granted.	18 Wallingford Bradville Milton Keynes MK13 7DP	3/01161/HOU	The addition of two new velux windows to the loft storage	N/A	Full permission granted. Closed.

**Planning Backing Paper for MM 16.08.23
For period 14.07.23 – 10.08.23**

Complaint	Location	Date Received	Case Officer	Complaint Details
23/00293/ENF	Mercers Drive Bradville	07.08.23	Zein Sajid	Description of alleged breach Compliance check as complaint is the properties at the development will look into CMP bedroom - if building has commenced.
23/00298/ENF	10 Burnet Stantonbury	09.08.23	Thomas Halsey	Description of alleged breach Erection of a new extension used as a new property with number 10A extending onto land owned by electricity board.
23/00227/ENF	119 Crispin Road Bradville	06.07.23	Zehn Sajid	Alleged breach Garden shed being used as living accommodation (currently occupied) no fire proofing and not structurally stable. Response from Planning. Officer-“We are in the process to issuing a planning contravention notice which essentially requires the owner to provide us with information, this this case the matter being the usage of the garden shed. Once we have heard back from the owner, we will be in a better position to advise you further.”
23/00160/ENF	91 Bradvue Cr Bradville	22.05.23	Zein Sajid	Description of alleged breach Adopted highway blocked by the owner of the property. Closure letter received 08.08.23. Forwarded to Highways to investigate further.
23/00199/ENF	11 Tyrill Stantonbury MK14 6AR	14.06.23	Thomas Halsey	Closed and referred to Estates Team.
22/00360/ENF	13 Culbertson Lane Blue Bridge Milton Keynes MK13 0LL		Zein Sajid	Response from Case Officer “Having investigated case ref shown above, I can confirm that no breach of planning control has occurred. The property is and first and foremost a family home and no vehicle repair business is in operation. Ultimately, no material change of use of the property has taken place, and therefore no breach of planning control, has occurred and the case file will be closed in accordance with the Local Enforcement Plan 2021.”

Planning Backing Paper for MM 16.08.23
For period 14.07.23 – 10.08.23

Licence Reference No	Name	Type	Closing Date	Current Status
N/A	MK Ices DK13 FFJ	New Application	07.09.23	Open for comments. Extension refused.

Payments Due over £1000

August 2023

Contact	Description	Amount
Mac Landscapes and Maintenance	Community Hub Paving	£ 9,140.00
Marcus Young	Dog Waste Management Services	£ 1,086.72
Turtle Engineering Limited	Blood Control Kits and Cabinets	£ 1,020.00
Total		£ 11,246.72

Signature: **Date:**

Chair - Stantonbury Parish Council

Signature: **Date:**

Bank Summary

Stantonbury Parish Council

For the period 1 July 2023 to 31 July 2023

ACCOUNT	STATUS	OPENING BALANCE	CASH RECEIVED	CASH SPENT	BANK REVALUATION	CLOSING BALANCE
Bank						
CCLA PSDF - 0143380001PC	Active	276,507.51	1,037.61	-	-	277,545.12
Charity Bank Ethical Easy Access	Active	122,135.74	-	-	-	122,135.74
Co-operative Bank Current	Active	148,342.96	9,965.65	50,326.23	-	107,982.38
Nationwide 125 Day Saver	Active	138,194.74	329.40	-	-	138,524.14
Petty Cash	Active	50.03	100.00	5.00	-	145.03
Santander Business Reserve	Active	124,561.90	284.62	-	-	124,846.52
Santander Current	Active	1,386.88	-	-	-	1,386.88
Soldo Prepaid Debit Cards	Active	888.66	-	154.39	-	734.27
SUMUP Card Charges Taken at Source	Active	-	19.56	19.56	-	-
Unity Trust Bank - Instant Access Account	Active	126,935.32	-	-	-	126,935.32
Total Bank		939,003.74	11,736.84	50,505.18	-	900,235.40
Total		939,003.74	11,736.84	50,505.18	-	900,235.40

Payments Made

Stantonbury Parish Council

For the period 1 July 2023 to 31 July 2023

Date	Description	Amount
03 Jul 2023	Allotment Holder refund	£ 5.00
03 Jul 2023	Soldo DD	£ 8.40
04 Jul 2023	O2 DD	£ 49.26
05 Jul 2023	Aldi	£ 7.10
05 Jul 2023	Xero (UK) Ltd DD	£ 52.80
06 Jul 2023	Onkaar Home Essentials	£ 7.99
06 Jul 2023	Brinnick Locksmiths and Security Ltd	£ 8.60
06 Jul 2023	Onkaar Home Essentials	£ 18.96
06 Jul 2023	lidl	£ 45.71
06 Jul 2023	British Gas DD CH Elec	£ 74.56
06 Jul 2023	BrightHR DD	£ 99.62
07 Jul 2023	SumUp Payments	£ 13.70
07 Jul 2023	O2 DD	£ 57.86
10 Jul 2023	SumUp Payments	£ 0.63
11 Jul 2023	British Gas DD CH GAS	£ 28.43
11 Jul 2023	HSS ProService Limited	£ 300.96
12 Jul 2023	Post Office	£ 2.60
12 Jul 2023	Co-op	£ 3.00
12 Jul 2023	PHS Group DD	£ 165.06
12 Jul 2023	PHS Group DD	£ 217.61
13 Jul 2023	fuelGenie DD	£ 157.15
17 Jul 2023	Aldi	£ 2.99
18 Jul 2023	Aldi	£ 2.90
19 Jul 2023	British Gas DD CH GAS	£ 18.07
19 Jul 2023	Society Of Local Council Clerks	£ 72.00
19 Jul 2023	AAT	£ 175.00
20 Jul 2023	Amazon	£ 7.49

20 Jul 2023	Amazon	£	7.99
20 Jul 2023	Trade UK	£	8.00
20 Jul 2023	Trade UK	£	8.51
20 Jul 2023	Amazon	£	8.99
20 Jul 2023	Amazon	£	10.00
20 Jul 2023	Trade UK	£	11.95
20 Jul 2023	Viking	£	12.34
20 Jul 2023	Amazon	£	12.99
20 Jul 2023	Amazon	£	14.37
20 Jul 2023	Amazon	£	16.50
20 Jul 2023	Amazon	£	16.98
20 Jul 2023	Trade UK	£	19.77
20 Jul 2023	Trade UK	£	24.28
20 Jul 2023	Trade UK	£	26.00
20 Jul 2023	Trade UK	£	28.00
20 Jul 2023	Trade UK	£	48.56
20 Jul 2023	Viking	£	53.60
20 Jul 2023	Trade UK	£	66.70
20 Jul 2023	Viking	£	78.64
20 Jul 2023	CH Deposit Refund	£	100.00
20 Jul 2023	CH Deposit Refund	£	100.00
20 Jul 2023	CH Deposit Refund	£	100.00
20 Jul 2023	CH Deposit Refund	£	100.00
20 Jul 2023	Trade UK	£	109.69
20 Jul 2023	Skyline Taxis	£	152.99
20 Jul 2023	Viking	£	316.80
20 Jul 2023	Jackie Bennett	£	342.00
20 Jul 2023	D&L Environmental	£	481.25
20 Jul 2023	Rosebud Consultancy Limited	£	600.00
20 Jul 2023	Milton Keynes Play Association	£	2,313.75
20 Jul 2023	ACAS	£	18,000.00
21 Jul 2023	SumUp Payments	£	1.60

21 Jul 2023	Essentials	£	8.50
21 Jul 2023	JustGiving	£	30.00
24 Jul 2023	Aldi	£	7.89
24 Jul 2023	Marks & Spencer	£	10.50
24 Jul 2023	Helen B. Davison	£	500.00
24 Jul 2023	HMRC	£	2,383.02
25 Jul 2023	Aldi	£	1.45
25 Jul 2023	Marcus Young	£	986.88
25 Jul 2023	S2D LEAFLETS LTD	£	2,804.68
25 Jul 2023	Bucks LGPS Pension Scheme	£	5,181.06
26 Jul 2023	Aldi	£	7.00
26 Jul 2023	lidl	£	10.80
26 Jul 2023	Wave DD	£	26.88
26 Jul 2023	Councillor Allowances	£	612.41
26 Jul 2023	Payroll - Salaries	£	12,897.42
28 Jul 2023	Mailchimp	£	0.67
28 Jul 2023	Mirus DD	£	10.74
28 Jul 2023	Mailchimp	£	24.70
28 Jul 2023	Mirus DD	£	201.25
31 Jul 2023	SumUp Payments	£	3.63
Total		£	50,505.18

Signed: **Date:**.....

Chair - Stantonbury Parish Council

Signed:..... **Date:**.....

Community Hub Income & Expenditure YTD as at 09.08.23

Stantonbury Parish Council

For the period 1 April 2023 to 31 March 2024

Account	INCOME		EXPENSE		Running Balance (GBP)
Income CH VAT Exempt	£	2,460.00	£	-	£ 2,460.00
4360 CH Social Events	£	-	£	17.80	£ 17.80
4380 CH Maintenance	£	35.83	£	9,725.18	£ 9,689.35
4381 CH Hall/Cafe Equipment	£	3.48	£	28.77	£ 25.29
4385 CH Utilities	£	-	£	808.15	£ 808.15
4388 CH Cleaning	£	-	£	603.90	£ 603.90
4389 CH Security/Fire Services	£	-	£	144.96	£ 144.96
4390 CH Reserves £7000 + £2851 + £2088 2023/24 Reserves	£	158.00	£	8,230.41	£ 8,072.41
Total	£	2,657.31	£	19,559.17	£ 16,901.86

Document No: HRTOR240523



Human Resources Committee Terms of Reference

Signed:
The Chair of HR Committee

Date:

Signed:
The Chair of Stantonbury Parish Council

Date:

Document History

Created by the Human Resources Chairman	01.05.2019
Reviewed and Revised by the Human Resources Chairman	12.06.2019
Reviewed and Agreed at the Management Meeting	10.07.2019
Adopted and Signed off at the Main Meeting	07.08.2019
Reviewed by the Human Resources Committee Chairman	20.10.2020
Adopted and Signed off at the Main Meeting	02.12.2020
Reviewed by Acting Temporary Proper Officer and Chair	24.05.2022
Reviewed and Recommended for Adoption by HR Committee	26.05.2022
Reviewed and Adopted at Main Meeting	20.07.2022
Reviewed and amended by The Clerk	19.05.2023
Reviewed at HR Committee	24.05.2023
Reviewed and Signed at HR Committee	26/07/2023
Agreed and signed by Full Council	

Purpose

To consider and to deal with, on behalf of the Council, all staffing matters relating to the staff of the Council including Health and Safety regulations.

Quorum:

5 Parish Councillors to be appointed annually at the Annual Council Meeting. The quoracy of the committee shall be no less than 3 members. A Councillor could act as a back-up with voting rights on behalf of another councillor if the quoracy of the meeting was threatened.

Chair

The Chair is to be elected annually by the HR Committee at their first Meeting following the Annual Council Meeting.

Meetings:

At least 4 meetings a year at the Parish Council premises on a weekday on dates to be agreed by the committee or as requested as per the Chair of the committee.

Duties:

- To monitor and ensure the council complies with all legislative requirements relating to the employment of staff and with any relevant regulations, policies, and statutes under advice from the Clerk or a professional where needed.
- To review staffing structures and levels, making any recommendations needed to the Full Council.
- To carry out recruitment of staff in accordance with the Parish Council's recruitment policy.
- To annually review/update contracts of employment, job descriptions, person specifications.
- To annually review staff salaries and make recommendations to the Full Council.
- To liaise with Clerk on matters referring to staff sickness, time keeping, poor performance, overtime, and holiday.
- To carry out any disciplinary action in accordance with the Parish Council's disciplinary policy.
- To appoint a sub-committee to hear any formal grievances raised in accordance with the Parish Council's grievance policy.
- To investigate any complaints concerning a member of staff under the Parish Council's complaints policy.
- To encourage development and wellbeing of the staff through training and annual appraisals.
- To report and provide updates on all serious matters to the full council in confidential session until the matter(s) are closed.
- Chair to monitor the BrightHR system to ensure all information is up to date.

Minutes

All Minutes should be recorded and stored in a locked cabinet, a key to which is to be held by the Clerk and spare key in safe.

Admission of the Public and Press

The Public and Press may not be admitted to these meetings as “In accordance with s1 (2) of the Public Bodies (Admission to Meetings) Act 1960 the Press and Public be excluded from the meeting during consideration of these items due to the confidential nature of this item”.

Delegated Authority:

- a) The Committee is given delegated power with regards to the following activities:
 - To make recommendations to full council of staff expenditure exceeding their authorised spend.
 - To assist in the employment of temporary or permanent staff.
 - To establish sub-committees and working groups and to appoint advisers as and when necessary to assist in its work.
 - To delegate powers to the Clerk on all HR related issues (except on matters relating to the Clerk). The Clerk will keep the HR committee informed on events through Chair of the HR Committee and reports.
 - The Chair of the HR committee will undertake any performance reviews and the annual appraisal of the Clerk and report results back to the committee.
- b) Committee is authorised to spend up to £5,000

Membership Requirements

- a) All members of the Committee are to take relevant training.

Councillors wishing to resign from a committee must do so by notifying the Clerk.

Rubbish Amnesty

I have been asked to add the Rubbish Amnesty (Skips) on this agenda. At the Community Projects meeting 2nd August 2023, the below locations was agreed to have a skip. We have an allocated budget of £6,000, and an email from a Ward Councillor offering us £1,000, funds not yet received.

Does the Council wish to consider more locations or skips.

Each skips costs £322.00 plus VAT.

Skips

Estates	Street	Amount
Bancroft Park / Blue Bridge	N/A	0
Bancroft	Hadrian's Drive	1
Oakridge Park	Winchcombe Meadows	1
Bradville	Eston Court, Merces Drive (Community Hub), Crispin (Wylie Building)	3
Stantonbury	Jennings, Walshs Manor, Crosslands	3

10th August 2023

Community Infrastructure Fund (CIF) Application.

Deadlines for applications: 5pm on Thursday 31 August 2023

Proposed scheme: Muti Use Games Area (MUGA).

The Community Projects Committee agreed improving the MUGA was the top priority for funding, specifically relining and/or resurfacing.

Does the Council envision a full refurbishment of the MUGA beyond relining?

Examples of surfacing that could be used:



Submitted applications will be scored out of four against each of these categories to determine the eligibility of the proposed scheme for CIF funding:

1. Solve a persistent problem.
2. Address a safety issue.
3. The local community support or requested it.
4. It will provide added value to the local community and MK.

BUDGET	
Maximum amount available from CIF	£20,000
Maximum amount of SPC match funding required	£20,000
TOTAL POTENTIAL COST OF SCHEME	£40,000
<i>Successful applications will not receive the funding until 2024.</i>	

Applications with the highest scores are likely to be awarded the requested funds. Therefore, to increase the overall score of our proposed scheme, I have put together the following answers against each of the categories:

1. Solve a persistent problem.

PROBLEM

Residents neighbouring the MUGA have complained about balls landing in their gardens.

SOLUTION

Heighten the MUGA's existing fence (goal end only) by adding either ball stop netting or "cat proof" netting.



Ball Stop Netting



"Cat Proof" Netting

2. Address a safety issue.

ISSUES

Residents neighbouring the MUGA have complained of anti-social behaviour, especially at night.

SOLUTION

Install 2 CCTV cameras with night vision (infrared) capability and signage to warn people it's in operation.

The current hard surface of the MUGA increases the likelihood of severe head injuries.

Resurface the MUGA with soft surfacing designed to mitigate against concussions.

3. The local community support or requested it

- Residents neighbouring the MUGA have requested ball stop netting.
- Residents neighbouring the MUGA have requested measures to prevent anti-social behaviour.

Additional proposal: Adding lower nets (please see photograph) will increase the pool of users by allowing small children and wheelchair users to utilise the MUGA.



4. It will provide added value to the local community and MK

According to the 2021 census, 52.9% of households in the Stantonbury Parish are defined as deprived. Therefore, there is a need to provide facilities which would be otherwise inaccessible to our residents. The MUGA is such a facility and, by refurbishing it, SPC can provide a safe space where all residents may come together to engage with a program of activities. Through this engagement, the overall health of the residents will also be improved.

The office is working on the costings, but please could the Council confirm whether it agrees with the above suggestions and agree a maximum budget for the scheme.

Grant Application Form

Please complete all boxes, using the attached notes for help. If you are still unsure how to respond to any of the questions, please contact the Parish Office.

Your name	Kevin Smith
Your contact number	
Your email address	
What is the name of your group or organisation?	All Bradville Residents Association
Charity Commission Number?	
What are the aims and objectives of organisation?	To "Put Pride Back In Bradville", to build a community spirit, to represent residents views.
Do you have a Constitution or Terms of Reference?	Yes
Do you have an up to date set of accounts?	Yes
Have you carried out all legal obligations?	Yes
Where is your organisation based?	Bradville
Please describe the project for which you are seeking a grant	A coach trip to the seaside – Southend On Sea. We will also be providing some travel packs with visitor information, on coach activities – including for children, together with bottled water etc Priority will be given to bookings by Bradville Residents. Any spare spaces will be offered to the wider parish.
What is the total cost of your project?	£ 850
What is the amount of grant you are requesting?	£ 500
What are your plans to get further funds for the project? (if applicable)	We will charge residents a subsidised ticket price to cover some of the costs of the project. Any shortfall occurring from a failure to obtain a grant, will be covered from existing funds.
When is your project starting?	9 th September 2023
When is it due to end?	9 th September 2023

Are you willing for Stantonbury Parish Council to publish your Grant information?	Yes
Please describe how it will benefit the residents of Stantonbury Parish	All ABRA social events are intended to be an opportunity for residents to come together, make friends, share time and see what can be achieved by working together.
How many residents will benefit?	53. We have plans for one coach as it is our first such event.

If you are successful in your application, please provide details of the bank account where you would want the grant to be paid.

Account payee			
Bank name			
Bank sort code		Bank account no.	

If applicable, please provide the following information with your application (please circle):

- A copy of your Constitution or Terms of Reference Yes
- A copy of your most up to date set of accounts, showing a full year Yes
- Any other information that might better inform the Council about your application No

If you are unable to provide any of the above, please explain why below?

We do not know what other information is required but as a fully transparent organisation, we are willing to provide any relevant information, that SPC Councillors may wish for.

I hereby certify that, to the best of my knowledge, the information given is complete and accurate. I also confirm that I have read and understand the accompanying terms and conditions as currently applied to all grant applications made to Stantonbury Parish Council.

Signed: _____ Date _____

Position held: Chair, All Bradville Residents Association

FOR OFFICE USE ONLY

Date received	02/08/2023
Logged	02/08/2023
Our Reference Number	10-2023
Acknowledgement sent	02/08/2023
RFO review deadline	___/___/___
RFO review complete	08/08/2023
Councillor appointed	07/08/2023
Reviewing Councillor	JUDY KITE
Councillor review deadline	___/___/___
Councillor review complete	08/08/2023
Grants this year	0
Category	
Date of meeting for decision	16/08/2023
Council decision	
Amount awarded	
Outcome letter sent	___/___/___
Payment made	___/___/___
3-month check date	___/___/___
Report received	
Final check date	___/___/___
Report received	

RFO Comment	<p>Well known community group.</p> <p>The coach trip is not being offered for free as the application states there will be a fee for residents to pay but does not specify the ticket price. The total cost of the 53 seater coach trip is said to be £850, so would need a ticket price of around £16 to breakeven, however with a grant of £500 from SPC the tickets could be sold for around £6.60 without any costs being incurred by ABRA assuming all seats are sold. If the tickets were sold for more than that then a profit would be made by ABRA.</p>
Councillor Comment	<p>All Bradville Residents Association have submitted an extremely detailed application for this grant.</p> <p>Their plan is for a summer coach day trip for families to Southend on Sea to include some refreshment and family activities for the journey together with information for when they arrive.</p> <p>This promises to be an enjoyable day at the seaside with the added benefit of mixing with friends old and new.</p> <p>I hope the Council will be able to support this application.</p>