

29th June 2023

Minutes of the **Community Project Committee Meeting** held on **Wednesday 7th June 2023 at 10:30am** at Stantonbury Parish Office, 126 Kingsfold, Bradville, Milton Keynes, MK13 7DX.

Minutes

01/23	Welcome and Introduction to meeting.	Actions
02/23	Present: Cllr Peter Kirkham Cllr Linda Morgan Cllr Carol Northwood Cllr Ann Ronaldson Cllr Kevin Smith Cllr Paul Baxter Cllr Derek Northwood Cllr Judy Kite Cllr John Warren David Outram – Ranger Supervisor Donna Moore - Clerk	
03/23	Elect a Chair for the Community Projects Committee: Cllr Morgan was nominated as Chair of Committee Projects Committee, no other nominations, all agreed 9 votes for. <p style="text-align: right;">Resolved</p>	
04/23	Apologies for Absence: Cllr Sandra Kennedy – Apologies accepted – Agreed 9 votes for. <p style="text-align: right;">Resolved</p>	
	Cllr Anwar – Not Present	
05/23	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	
06/23	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	
07/23	Chair’s Remarks: Chair requested more volunteers to be coach leaders for summer trip, Cllr Kite and Kirkham volunteered.	KF

Signature **L. Morgan**..... Date: **02.08.23**.....

	<p>Chair made committee aware the notice board at Community Hub got vandalised, Committee not willing to replace notice board for now.</p> <p style="text-align: right;">Noted</p>	ST
08/23	<p>Terms of Reference: Committee to discuss and adopt Terms of Reference. Committee agreed to Terms of Reference at least 6 meetings a year and meetings to be held at 10:30am on a weekday. 9 votes in Favour.</p> <p style="text-align: right;">Resolved</p>	DM
09/23	<p>Minutes: To approve and sign the Minutes of the meeting held on: Wednesday 3rd May 2023. – 8 votes in favour, 1 abstained.</p> <p style="text-align: right;">Resolved</p>	
10/23	<p>Newsletter: Committee to discuss and review Draft Newsletter. Clerk confirmed this was not the latest version, as the staff have made more changes, Committee requested latest version to be sent but they had no concerns with Draft version that was attached.</p> <p style="text-align: right;">Noted</p>	DM/ST/ KF
11/23	<p>Community Infrastructure Fund: Committee to discuss and put forward any suggestions. Councillors brought forward suggestions:</p> <p>Portable Lights for MUGA. Look at all little play parks and the play park on Harrowden – to identify what equipment is missing. Orchid at Community Hub. Installing Solar Panels at Community Hub. Revamping Kitchen and Toilets at Community Hub.</p> <p>Office now to process the list to provide some costings back to the Council.</p> <p style="text-align: right;">Noted</p>	DM / ST / KF / DO
12/23	<p>Skips: Committee to discuss locations of where to place the skips this year. After a long discussion, the agenda item got deferred for the office to collate information on location / costs / rough dates. Cllr Ronaldson requested to look at more than one skip company for costings.</p> <p>The Committee discussed not having a skip this year in Linford Wood, as there was little interest last year. Most of the councillors agreed the skips should be in all other areas.</p> <p>Office to report back at next meeting.</p> <p>Council also suggested approaching McDonald's and Aldi with help with funding the project.</p> <p style="text-align: right;">Noted</p>	DM / ST / KF

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13/23	<p>Community Matters Fund – Green space: Clerk to provide update to the committee.</p> <p>Clerk explained this was discussed at the previous meeting and an application was to be submitted, however the deadline to submit was missed due to work demands.</p> <p style="text-align: right;">Noted</p>	
14/23	<p>Community Hub: Councillors to volunteer to help run the Bingo events at the Community Hub. Cllrs Morgan / Kirkham / Kite / Ronaldson / Baxter / C Northwood all volunteered to help run bingo night, Committee agreed this will be on a Thursday evening at 7pm. Office to confirm the rules for gambling, but a suggestion is to not charge for the event and the prizes to be a voucher.</p> <p style="text-align: right;">Agreed</p>	ST
15/23	<p>Coach Trips Procedures:</p> <p>a) Committee to agree if coach leader and their guest are required to pay. Committee agreed coach leader and their guest are not required to pay.</p> <p>b) Do we want to consider allowing organisations to book in advance? Committee agreed no organisation to book in advance and no more than 6 people per booking.</p> <p>c) Do we want to consider diverting the coach into Sheltered Housing for collection and drop off. Committee agreed not to offer this service, and to make organisations aware they can apply for funding for their own vehicle.</p> <p style="text-align: right;">Resolved</p>	DM / ST / KF
16/23	<p>Community Fridge: Councillor Northwood to provide verbal update. Cllr C Northwood updated Committee, saying a form was filled and sent to the Community Fridge network, we are pending a response.</p> <p style="text-align: right;">Noted</p> <p>Committee asked to contact the Food Bank organisation to arrange for a food drop off basket to be at the Parish Office.</p> <p style="text-align: right;">Agreed</p>	KF
17/23	<p>Community Hub booking: To discuss regular booking request received for a Youth cooking class every Saturday 10am – 1pm. Committee reviewed application and requested to meet the organisation. Office to set up a meeting.</p> <p style="text-align: right;">Agreed</p>	ST
	<p>Cllr Ronaldson proposed, and Cllr C Northwood seconded to bring forward agenda item 20/23.</p> <p style="text-align: right;">Resolved</p>	
20/23	<p>Community Hub activities suggestions: Does the committee wish to consider making initial enquires at holding these events?</p>	

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	<p>Disco Bingo Afternoon Tea Dance Barn Dance Tabletop sale</p> <p>Committee wished to look into providing all these events, Office staff to make enquires and report back reference costings. There were some suggestions that the tabletop events, money could be donated. Cllr Smith asked about making enquires to the Allotment tenants reference Allotment Harvest.</p> <p>Committee also felt all the Community Hub decisions should be allocated its own committee, Clerk will collaborate with councillors to sort a set of Terms of Reference.</p> <p style="text-align: right;">Agreed</p>	<p>ST / KF</p> <p>ST</p> <p>ST</p> <p>DM</p>
	Cllr Kite left meeting 12:00.	
18/23	<p>Youth Club: Committee to discuss if a Youth Club is a service we want to consider offering to the residents, and to start initial enquires. Chair made committee aware we have received a cost from MK Dons to run a Youth Club, Cllr Kirkham also requested we should make enquires to Girl Guides / Scouts / St John Ambulance to see what they could offer.</p> <p>Office and Cllr Morgan to report back to Committee with ideas and costings.</p> <p style="text-align: right;">Agreed</p>	DM / ST / KF
19/23	<p>Meet the Councillors: Deferred from Main meeting on 17th May 2023 agenda item 11/23. Committee to acknowledge suggestions made from residents and to discuss which ones they would like to consider.</p> <p>Committee discussed options and decided to focus on.</p> <ul style="list-style-type: none"> • Priorities use of Community Hub for Parish Activities. Office to make enquires for blood donation station, and Anti stab kits. • Look at way of advertising events as widely as possible throughout the Parish. • Community Food bank priority for residents. <p>Committee requested office to send a letter to Aldi to see if they will allow us to place a notice board on their land.</p>	KF
	Councillors asked Office to arrange ceremony for planting of the cherry tree and unveiling of the commemorative bench at the Community Hub on	ST

Meeting closed 12:35pm

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